



## Chipperfield Parish Council

Minutes of the meeting of the of the Chipperfield Parish Council held on Monday 20<sup>th</sup> July 2015 held in the Small Hall, The Common, Chipperfield at 7.45 pm

Present:- Councillor H Laverack (Chairman)  
Councillor W Bathurst  
Councillor P Ingram  
Councillor S Mant  
Councillor T Vyse

In Attendance: Mrs J Dawes, Clerk to the Council  
0 Member of the Public

**43/15 Chairman's Announcements**

The Chairman announced details of the arrangements in case of fire or other events that might require the meeting room or buildings evacuation

**44/15 Apologies for Absence**

Apologies for absence were received, recorded and accepted from Councillors Cassidy and Flynn

**45/15 Declarations of Interest**

There were no declarations of interest.

**46/15 Minutes of the Last Meeting**

It was proposed by Councillor Mant, seconded by Councillor Bathurst and **RESOLVED** that the minutes of the meeting held on Monday 22nd June 2015 be signed as a true record with the amendment to page 4 to read Councillor Ingram Lead Member for Open Spaces.

**47/15 Matters Arising**

There were none.

**48/15 Report from Borough / County Councillor**

There was no report

**49/15 Reports from members who have attended meetings with other organisations**

Councillor Vyse had attended a meeting of Chipperfield Care on the 15<sup>th</sup> the meeting had gone well with nothing significant to report.

It was reported that the Deputy Head at the School had been successful in becoming headteacher

Signed..... Dated.....

**50/15**                    **Clerks Report**

A request had been received from a parishioner to have one of the picnic benches dedicated to her son. It was agreed that this was an exceptional case and permission was granted for a plaque to be fitted.

The Council discussed that it would like to see the Small Hall renamed the David Nobbs memorial Hall, it was agreed that a formal approach should be made to the Youth Club Committee.

**51/15**                    **Police Report**

Five events had been reported for June which were:-

- 1 x Break in, damage to door but nothing taken
- 1 x cannabis warning issued
- 2 x Domestic incidents
- 1 x theft of a cycle

It was reported that a brick had been thrown at the Council's Ranger, narrowly missing him. The Council agreed that a letter should be sent to the school to inform them of this event.

**52/15**                    **Finance & General Purposes Report**

There was no report

**53/15**                    **Accounts and Audit 2015**

The Annual return and statement of financial Statement was reviewed and it was proposed by Councillor Mant, seconded by Councillor Ingram and resolved that it should be approved and signed.

**54/15**                    **Council Office**

It was proposed by Councillor Bathurst, seconded by Councillor Vyse and **RESOLVED** that the lease for the Parish Office be approved and the Council should move forward with the project. The building works would be completed by 21<sup>st</sup> August 2015 and the office to be fitted out with furniture ready for occupation on 1<sup>st</sup> September.

**55/15**                    **Schedule of meetings**

It was agreed to defer a revised schedule of meetings until a later date.

**56/15**                    **Community Infrastructure Levy**

It was agreed that the payment by DBC would be deferred to April.

**57/15**                    **Standing Orders and Financial Regulations**

Draft papers were tabled and would be reviewed by the F & GP Group.

Signed..... Dated.....

- 58/15**                    **Monthly Accounts and Accounts for Payment**  
The monthly statement of accounts paid and the bank reconciliation as at 30<sup>th</sup> June were discussed. It was proposed by Councillor Laverack seconded by Councillor Bathurst and **RESOLVED** that the list of cheques and the bank reconciliation be approved.
- 59/15**                    **Open Spaces Report**  
A meeting had been held. The duties of the Ranger and Warden had been reviewed and discussed. Filming had been agreed at a cost of £500. The Judges had attended to look at the common ready for the Green Flag awards. They had felt that the plan was a bit bulky and needed less words and more photographs. The Clerk was asked the status of the P3 grant. She had contacted Groundwork as the money had not yet been received. Bat walk would take place on 10<sup>th</sup> September.
- 60/15**                    **Allotments Report**  
The tap was still not working despite the Clerk chasing the contractor up to have this fixed, Councillor Laverack agreed to contact him.
- 61/15**                    **Youth & Education Report**  
There was no report.
- 62/15**                    **Highways, Road Safety and Transport Report**  
Drivesafe training would be carried out on 28<sup>th</sup> July 2015. The warden had agreed to cut back the hedgerow at the corner of Dunny Lane
- 63/15**                    **Correspondence**  
There was no correspondence.
- 64/15**                    **Items for the Next Agenda**  
Financial Regulations and Standing Orders.
- 65/15**                    **Date of Next Meeting**  
The next meeting is to be held on 21<sup>st</sup> September 2015 after the Planning Committee meeting in the Small Hall.
- 66/15**                    Part II  
It was proposed by Councillor Laverack, Seconded by Councillor Mant and Resolved that the Press and public be excluded due to the confidential nature of the items to be discussed
- 67/15**                    **Locum Clerks invoice**  
The Council were updated
- 68/15**                    **Resignation of the Clerk**  
The Clerks resignation was received and her last date would be 28<sup>th</sup> August. It was agreed to keep Carole Butcher on until to position was filled.

The meeting closed at 9.20 pm

Signed..... Dated.....