



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
WD4 9BS
Tel: 01923 263 901
email: parishclerk@chipperfield.org
website: www.chipperfieldparishcouncil.gov.uk

CHIPPERFIELD PARISH COUNCIL

MINUTES of the meeting of the Chipperfield Parish Council held on 29th June 2021 @ 7.45 pm at The Village Hall The Comon W4 9BS

*Councillors Present: K Cassidy- **Chairman**, E Flynn Vice Chairman, G Bryant, T McGuinness, C A Heaphy, A Sutcliffe, and L Hinton.*

In attendance: Mrs U Kilich Clerk

16/21 ELECTION OF CHAIR

Cllr Cassidy was elected Chairman, proposed by Cllr Flynn, seconded by Cllr McGuinness, and it was unanimously agreed.

17/21 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR

Cllr Cassidy signed the Declaration of Acceptance of Office. The Declaration of Acceptance will be signed by the Clerk once the hard copy has been received.

18/21 ELECTION OF VICE CHAIR

Cllr Flynn was elected Chairman, proposed by Cllr Cassidy, seconded by Cllr McGuinness, and it was unanimously agreed.

19/21 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIR

Cllr Flynn signed the Declaration of Acceptance of Office. The Declaration of Acceptance will be signed by the Clerk once the hard copy has been received.

20/21 APOLOGIES FOR ABSENCE

Cllr Sayers sent her apologies.

21/21 DECLARATIONS OF INTEREST

There were no Declaration of Interest.

22/21 PUBLIC PARTICIPATION 15 minutes time allowed.

There were no members of the public present.

Cllr Cassidy-----

Date-----

23/21 MINUTES

To approve the Minutes of the Extra ordinary Meeting on 13th April 2021.

Cllr Cassidy informed members that the agenda states signing of the Extra Ordinary Meeting Minutes 13th however, due to HRH Prince Philip’s passing, the meeting did not take place. Cllr Cassidy informed members that he will amend the minutes date to 30th March 2021 and then sign and date them, the proposal was unanimously agreed.

RESOLVED, proposed by Cllr McGuinness, seconded by Cllr Hinton that the Minutes for 30th March 2021 be agreed as a true and accurate record of the proceeding and by duly signed by the Chairman. Unanimously agreed.

2421 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

There were no Borough/County Councillors present to give report.

25/21 Cllr Cassidy proposed the following for COMMITTEE’s & WORKING PARTY MEMBERS

RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Flynn to adopt the Committee/Working Party Group. Cllr Bryant is happy to join the Highways Committee and is also happy to represent CPC at Chip News, however, he would like to discuss the matter with Mrs Bathurst before he makes the final decision.

Cllr Cassidy suggested that due to Cllr Sayers absence, the schedule will be finalised at the next meeting in June. Although not on the list, Cllr Hinton is liaising with Sports for Chipperfield. Cllr Sutcliffe expressed his concerns over commitment to Planning Committee and would like to step down. Cllr Bryant suggested that Cllr Sutcliffe stay on Planning Committee as a reserve, should CPC not meet the quorate criteria. Cllr Sutcliffe agreed.

Members	Kevan Cassidy	Eamonn Flynn	Tony McGuinness	Geoff Bryant	Jooles Sayers	Carly-Anne Heaphy	Luke Hinton	Anthony Sutcliffe
Committees								
Planning	✓	Vice Chair	✓	Chair			✓	✓
Human Resources	✓	✓			Chair			
Working Parties								
Open Space	✓	✓				✓	✓	
Highways	✓	✓	Chair	✓				
Youth & Education						✓	✓	
Police Report		✓	✓					
Finance & General Purpose	✓	✓	✓					✓
Social Media	✓				✓		✓	
Represent								
Village Hall					✓			
Chip News				✓				
Chip Care	✓							

11/21 Chairman's Report

a. Approval of Annual Governance Accountability Return 2020/21 to be signed by the Chair and Responsible Finance Officer.

Cllr Cassidy and Responsible Finance Officer (U Kilich) signed the AGAR for 2020/21, the AGAR form was circulated with the agenda. **RESOLVED**, proposed by Cllr Cassidy, seconded by Cllr McGuinness. Unanimously agreed.

b. To discuss the Internal Audit Report from Audit Solutions and act for Year End 31st March 2021.

Cllr Cassidy reported that the Internal Auditors Report did not highlight any concerns and no action necessary.

c. To discuss the Year-to-Date Summary 2021/22

Cllr Cassidy informed members that the YTD Summary was discussed at the F&GP Working Party on 30th April 2021, the report does not highlight any concerns on adverse variance.

d. To discuss bridleways

Cllr Cassidy informed members that there has been exchange of emails on the subject, Cllr Cassidy suggested in identifying all bridleways (including permissive) on The Common and seek clarification their routes. The Clerk will liaise with Clayton Rae at DBC on the subject.

Action: The Clerk to write to Clayton Rae.

e. To discuss signage

Cllr Cassidy informed members that a member of the public has expressed their concerns over the past few months regarding the encroachment of horses on The Common. The email from the individual was forwarded to Simon Coultas to provide better signage.

Action: to update at the next Council Meeting on the 8th of June 2021.

f. To discuss and approve the upgrade of the Village Clock.

Cllr Cassidy informed members that the comment from the engineer who carried out the annual inspection was that the Village Clock is in desperate need to be upgraded.

Action: Cllr Flynn will discuss the report with the engineer and discuss at the next Council Meeting on the 8th of June 2021.

g. To approve a new office laptop for the Clerk £669 8GB Ram

Cllr Cassidy informed members that the Clerk needs a new laptop, it is Microsoft with 8GB Ram at £669. Cllr Bryant would like to know the warranty before deciding to purchase. Cllr Cassidy proposed to purchase a new laptop at a maximum price of £669, seconded by Cllr Flynn. Unanimously agreed.

h. To approve Meeting dates for 2021/22

Cllr Cassidy proposed to accept the meeting proposed dates, circulated with the agenda and this was seconded by Cllr McGuinness, unanimously agreed.

Cllr Cassidy -----

Date-----

i. To review the Insurance Policy and approve

Cllr Cassidy informed members that Came & Company have not yet sent the amended insurance policy reflecting CPC no longer has the storage container on the Garden Scene site, this should not affect the validity of the policy and is unlikely to cause any cost reduction. Given the need to renew the policy Cllr Cassidy would like to propose to pay for the insurance, as it is due in June, seconded by Cllr McGuinness, unanimously agreed.

j. To approve the following expenditure for the village

(a) Signpost

RESOLVED, Cllr Cassidy proposed, seconded by Cllr Bryant to go ahead with Leander the quote was just under £1800. Unanimously agreed. The Clerk will place the order.

(b) Ecology Survey

Cllr Cassidy informed members that it has come to his attention that a survey on the Apostle Pond was carried out in 2019. After discussing the options and quotes, it was agreed by Council members do not take any action until Luke Johnson has made his visit after the 17th of May. Cllr Bryant pointed out that any decisions made about the Apostles Pond will have to be a joint decision between DBC and CPC. Cllr Cassidy will write to Luke Johnson to see to meet week beginning 19th May. All members in favour.

(c) Car Park posts

Cllr Bryant managed to get a quote from a local farmer which is slightly less than quotes received so far. Cllr Bryant informed members that since last March/April the cost of timber has gone up.

Included in the prices is two new signs for disabled parking space, removal, and disposal of existing posts. Cllr Cassidy proposed to the total cost not to exceed £2,500, seconded by Cllr McGuinness, unanimously resolved.

Cllr Bryant suggested that while the contractors are on site it might be cost effective if the contractors were to install the new bins that the council is considering.

(d) New bins

Cllr Cassidy suggested that Cllr Heaphy walks around with the Warden to identify how many bins are needed, the Warden is happy to empty them. Cllr Heaphy will propose at the next meeting number of bins to be purchased.

Action: The Clerk to share the link with Council members as well as the picture Cllr Flynn shared with the Clerk. Cllr Heaphy volunteered to walk around with the Warden to identify how many, the capacity, and the type of bins.

Cllr Cassidy -----

Date-----

k. To approve thank you gift to Mr Laverack.

Cllr Heaphy suggested a picture of Chipperfield, she will find out how much the paintings are at the next meeting.

l. PRECEPT: Notification of parish funding was confirmed as received on 12th April 2021. The total being £64,536.00.

Precept Demand	£48,586.00
Council Tax Support Grant	£ 587.00
Concurrent Services	£ 8394.00
<u>Wardens Grant</u>	<u>£ 6,969.00</u>
<u>Total for 2021/22</u>	<u>£64,536.00</u>

m. Total CIL amount received for 2021/22 was £4,693.63.

Cllr Cassidy mentioned that CIL monies could be used to cover the costs of the projects under item 11/21 j as these can be considered infrastructure costs and improvements, although we had previously agreed to fund this from previous years (2019/20) surplus.

26/21

General Power of Competence

To agree by resolution that the Parish Council is entitled to use the above power, as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. The Parish Council is entitled as it has:

- a. A two thirds electoral mandate
- b. A qualified Clerk (CiLCA) (Level 5 Community Governance)

27/21

Correspondence received.

- (i) To discuss HAPTC re broadband – Cllr Hinton suggested putting the information on Social media platform.
- (ii) For information Dacorum Environmental Forum minutes and meeting – for information only, email circulated to all members.
- (iii) For information Armed Forces Day – for information only, email circulated to all members.
- (iv) To discuss Flagpole – Cllr Sutcliffe is happy to explore this subject, he will contact the Clerk at Sarratt. Cllr McGuinness informed members that the Green Flag is currently not on the Common.
- (v) To discuss Wildflower Verge – Cllr Cassidy proposed that while the concept is good it is not the option for Chipperfield Village, seconded by Cllr McGuinness, this was agreed by all members.

Cllr Cassidy -----

Date-----

REPORT FROM WORKING GROUPS**1. Open Space**

Cllr Heaphy discussed the email received from a member of the public on cars encroaching into The Common and opposite the Blackwell's. It was suggested that extra posts are purchased for the area.

Action: Cllr Bryant will include the extra posts when placing the order. Cllr Heaphy will include this while out with the Warden to identify how many extra posts are needed. (Post meeting note there are buried cables roadside at this position so an alternate may need to be considered).

2. Youth and Education

Nothing to report.

3. Police Report

Nothing to report.

4. Highways

- a. Cllr McGuinness would like to send the letter emailed to all members that if they are happy to have them delivered to 10 houses between Courtaulds and Range Rover.
- b. James Lazarus has been in touch with Cllr McGuinness about reducing the speed limit to 30 by using traffic calming measures on Langley Road. James Lazarus would like Chipperfield to promote his suggestion, this will need to be considered by Council members. James Lazarus has managed to get 70 residents' signatures on the petition. Cllr Flynn suggested that this can be supported as an individual member, however, if the Council wishes to support the cause, it will be on the agenda for June meeting.

Action: The Clerk to add to next month's agenda for decision making.

5. Planning

Nothing to report.

6. Allotments

Nothing to report.

Cllr Cassidy -----

Date-----

29/21

Exclusion of Press and Public; To **RESOLVE** that under Section 1 of the Public Bodies (admission to meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential business to be transacted or for other special reasons stated in the resolution, arising from the nature of the business proceedings.

As no members of the press and public present, Cllr Cassidy proposed, seconded by Cllr Flynn to discuss Affordable Housing Needs in Chipperfield.

Cllr Bryant informed council members that a decision needs to be made on how to progress with Affordable Housing. Community Development Action (CDA) have carried out the research and the results were clear. The research has identified there is a need for affordable housing, Cllr Bryant suggested a small-scale development of 4,5 or 6 dwellings designed and positioned sensitively to fit in with the village landscape. Cllr Bryant consulted with Dacorum Brough Council (DBC) as they contributed to the funding. The second part of the funding was through Hastoe Housing Association that specialises in small scale developments in villages. Cllr Bryan has been in touch with Hastoe, DBC, and CDA to ascertain the next step in satisfying the need for affordable housing in a village like Chipperfield which can be achieved by potentially using land that is likely to be in Green Belt area. If the site falls under a designated as rural exception whatever is done on the site will not be set as a precedent.

30/21

The next Council Meeting will be held on the 8th of July 2021 at 7.45 pm The Village Hall the Common WD4 9BS. Post meeting: Note this will be affected by the Covid 2019 rules and may be delayed or rescheduled. It is suggested the meeting moves to 29th June at 7.45 pm The Village Hall The Common WD4 9BS.

Cllr Cassidy -----

Date-----