



Chipperfield Parish Council,  
The Village Hall  
The Common, Chipperfield  
Herts.  
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## CHIPPERFIELD PARISH COUNCIL ANNUAL MEETING

To: Councillors: Kevan Cassidy Chair, Eamonn Flynn Deputy Chair, Geoff Bryant, Tony McGuinness, Carly-Anne Heaphy, and Luke Hinton.

Notice is hereby given that the meeting of the Council to which you are summoned to transact the business set out below will be held at the Village Hall The Common WD4 9BS on Tuesday 16<sup>th</sup> May 2023 at 7.45 pm.

UKilich  
Mrs Usha Kilich Parish Clerk  
11<sup>TH</sup> May 2023

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### **01/23 ELECTION OF CHAIR**

To elect a Chair for the ensuing Council year

### **02/23 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR**

The Chair to sign the Declaration of Acceptance of Office of Chair

### **03/23 ELECTION OF VICE CHAIR**

To elect a Vice Chair

### **04/23 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIR**

The Vice Chair to sign the Declaration of Acceptance of Office of Vice Chair

### **05/23 APOLOGIES FOR ABSENCE**

To receive apologies for absence

### **06/23 DECLARATIONS OF INTEREST**

To declare an interest linked to any item on the agenda.

### **07/23 PUBLIC PARTICIPATION 15 minutes time allowed.**

### **08/23 MINUTES**

To approve the minutes of the meeting of 4<sup>th</sup> April 2023.

### **09/23 REPORT FROM BOROUGH/COUNTY COUNCILLORS**

To receive a report from Borough/County Councillors

**10/23 Cllr Cassidy proposed the following for COMMITTEE's & WORKING PARTY MEMBERS**

Members	Kevan Cassidy	Eamonn Flynn	Tony McGuinness	Geoff Bryant	Wendy Bathurst	Carly-Anne Heaphy	Luke Hinton	Paul Foxall
Committees								
Planning	X	X		Chair			X	X
Human Resources	Chair	X			X			
Allotment	X	X				Chair	X	
Working Parties								
Open Space	X	X			Chair			X
Highways	X	X	X					
Youth & Education						X	X	
Police Report	X		X					
Finance & General Purpose	X	X	X				X	X
Social Media						X	X	
Represent								
Village Hall				X				
Chip News	X							
Chip Care				X				

**11/23 Chairman's Report**

- a. Year to Date Summary 2023/24
- b. Cllr Cassidy proposes to approve the Annual Governance and Accountability Return 2022/23
- c. To review the Insurance Policy and approve total cost £1,233.26.
- d. **PRECEPT:** Notification of parish funding was confirmed as received on 5<sup>th</sup> April 2023. The total being £74,360.00.

Precept Demand	£58,254.00
Council Tax Support Grant	£ 00.00
Concurrent Services	£ 8,393.00
<u>Wardens Grant</u>	<u>£ 7,713.00</u>

Total for 2022/23                      £74,360.00

- e. Total CIL amount received for 2023/24 £137.35.
- f. Cllr Cassidy to update on Village Maintenance and Action Plan
- g. An update on SANG
- h. To discuss waste transfer on Martlets
- i. Traffic calming measures

- j. Present DBC with wish list regarding green common related issues.
- k. To approve the following Policies and Risk Assessment
  - i. Allotment Disputes
  - ii. Code of Conduct
  - iii. Communications Policy
  - iv. Complaints Policy
  - v. Dignity at Work Policy
  - vi. Equal Opportunities and Diversity Policy
  - vii. Facebook Policy
  - viii. Financial Regulations
  - ix. Freedom of Information Policy
  - x. GDPR Policy
  - xi. Grants and Donations Policy
  - xii. Grievance Policy
  - xiii. Health & Safety Policy
  - xiv. Investments Policy
  - xv. Publication Scheme
  - xvi. Press and Media Policy
  - xvii. Recruitment and Selection Policy
  - xviii. Risk Assessment
  - xix. Standing Orders
  - xx. Terms of Reference
  - xxi. Terms of Reference for Working Party

**12/23**

**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 6 Community Governance)

**13/23**

**Correspondence received.**

- a. Affordable Housing
- b. HAPTC news on VAT for Kings Coronation
- c. Dan Stevens PCC email Dacorum Inter Parish Network
- d. Members News from DBC
- e. Cllr Riddick's email to DBC re 1 The Street, Chipperfield - Planning Ref: 23/00999/FUL
- f. ERTA Voluntary Transport for further information please [click here](#)
- g. Japanese Knotweed found on Tower Hill (reported to HCC)
- h. Vandalised mirror on Dunny Lane and by Osteria restaurant
- i. Parking issues on Nunfield
- j. To discuss and update CPC webpage on SANG
- k. Waste transfer from Martlets
- l. To place a strategy on dealing with new DBC Council regarding the Common

**14/23**

**REPORT FROM WORKING GROUPS**

**1. Open Space**

**2. Youth and Education**

**3. Police Report**

**4. Highways**

**5. Planning**

**6. Allotments**

**15/23**      **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.

**16/23**      The next Council Meeting will be held on the 27<sup>th</sup> June at 7.45 pm The Village Hall The Common WD4 9BS.