



Chipperfield Parish Council,
The Village Hall
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CHIPPERFIELD PARISH COUNCIL

MINUTES of the meeting of the Chipperfield Parish Council held on 17th May 2022 @ 7.45 at the Village Hall The Common Chipperfield WD4 9BS

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

In attendance: Mrs U Kilich Clerk 1 member of the public until 7.55 pm

01/22 ELECTION OF CHAIR

To elect a Chairman for the year 2022/23.

RESOLVED proposed by Cllr Bryant, seconded by Cllr Flynn to appoint Cllr Cassidy as Chairman for the year 2022/23. Unanimously agreed.

02/22 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR

Cllr Cassidy signed the Declaration of Acceptance of Office.

03/22 ELECTION OF VICE CHAIR

To elect a Vice Chairman for the year 2022/23.

RESOLVED proposed by Cllr Cassidy, seconded by Cllr Bryant to appoint Cllr Flynn as Vice Chairman for the year 2022/23. Unanimously agreed.

04/22 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIR

The Vice Chair to sign the Declaration of Acceptance of Office of Vice Chair
Cllr Flynn signed the Declaration of Acceptance of Office.

05/22 APOLOGIES FOR ABSENCE

To receive apologies for absence
None to record

06/22 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda.
None to record

07/22 PUBLIC PARTICIPATION 15 minutes time allowed.

See item 11/22 g, the presentation of the award was brought forward.

08/22 MINUTES

To approve the minutes of the meeting of 5th April 2022.

RESOLVED, proposed by Cllr McGuinness seconded by Cllr Bryant. Unanimously agreed.

09/22 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors
There were no Borough/County Councillors present.

**10/22 Cllr Cassidy proposed the following for COMMITTEE's & WORKING PARTY MEMBERS.
RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Sutcliffe. Unanimously agreed.**

Chipperfield Parish Council								
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					✓			
Allotments	✓	✓				✓		
Chip News								
Chip Care	✓							

11/22 Chairman's Report**a. Year to Date Summary 2022/23**

Cllr Cassidy informed members that F&GP Working Party discussed the YTD Summary Report for 2022/23, there were no questions.

b. Cllr Cassidy proposes to approve the Annual Governance and Accountability Return 2021/22

RESOLVED, proposed by Cllr McGuinness, seconded by Cllr Flynn. Unanimously agreed for the Cllr Cassidy and the Clerk to sign the forms.

c. To review the Insurance Policy and approve total cost £1207.54

RESOLVED, proposed by Cllr Miller, seconded by Cllr Flynn to clarify the Employee Fidelity Cover. Should the premium be within £600 (within power for Chair and the Clerk to approve) CPC will proceed with the renewal.

d. DBC wishes to use Chipperfield for filming production, additional income

Cllr Cassidy informed the members about the filming production. Cllr Cassidy suggested liaising with DBC to ascertain the additional income that could be generated for CPC.

e. Cllr Sayers proposes to have a noticeboard installed on the Allotment site

RESOLVED, Cllr Cassidy suggested Cllr Miller (correction to the agenda that states Cllr

Sayers) does some background check on the ideal size and price for the noticeboard. Cllr Miller will present the findings at the next Council meeting.

- f. Dacorum Environmental Meeting via Zoom
Cllr Cassidy informed members that there is a DEF Zoom meeting, the information has been circulated.
- g. To award the Outstanding Award for services
Cllr Cassidy presented the award to Malcolm Durrant for his outstanding services in the village. This item was covered under public participation.
- h. **PRECEPT:** Notification of parish funding was confirmed as received on 5th April 2022. The total being £65,487.00. The Clerk corrected the financial year to read “22/23” as opposed to 2021/22 as stated below.

Precept Demand	£49,586.00
Council Tax Support Grant	£ 226.00
Concurrent Services	£ 8,393.00
<u>Wardens Grant</u>	<u>£ 7,282.00</u>
<u>Total for 2021/22</u>	<u>£65,487.00</u>

- i. Total CIL amount received for 2022/23 was £8,886
Cllr Cassidy informed members that Chipperfield received £8,886 for 2022/23.
- j. Cllr Cassidy to update on Village Maintenance
Cllr Cassidy informed members that he will liaise with Tim Hill from Herts and Middlesex Wildlife Trust regarding the pond survey and ascertain it will be carried out in June/July.
The Box Hedge caterpillar has been infested around the Memorial infecting the hedge, it is too late in the growing season to successfully replant. The box will be removed and alternative species to be considered. The Clerk will obtain quotes.
- k. Cllr Cassidy proposed to change the banking facility from NatWest to Unity Trust. The cost will be £6 per month.
RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Flynn. Unanimously agreed for CPC to move to Unity Trust Bank.
- l. To approve the following Policies and Risk Assessment.
RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Miller. Unanimously agreed that the policies will be edited to show consistency throughout.
- m. Allotment Disputes
- n. Code of Conduct
- o. Complaints Policy
- p. Dignity at Work Policy
- q. Equal Opportunities and Diversity Policy
- r. Financial Regulations
- s. Freedom of Information Policy
- t. GDPR Policy
- u. Grants and Donations Policy
- v. Grievance Policy
- w. Health & Safety Policy
- x. Publication Scheme
- y. Press and Media Policy
- z. Recruitment and Selection Policy
- aa. Standing Orders
- bb. Terms of Reference
- cc. Risk Assessment

11/22

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)

RESOLVED, proposed by Cllr Cassidy, seconded by Flynn. Unanimously agreed.

12/22

Correspondence received.

- (i) To discuss HAPTC update on Standing Order (actioned)

13/22

REPORT FROM WORKING GROUPS

1. Open Space

Cllr Heaphy, mentioned that Chipperfield PC can apply for HS2 Community Grant for any Open Space projects.

2. Youth and Education

Nothing to report.

3. Police Report

Cllr McGuinness reported that offenders gained access to the property in Scatterdells Lane stealing a vehicle, another attempted access to a property on Kings Lane.

4. Highways

Nothing to report

5. Planning

Cllr Bryant informed members that the Housing Needs Survey is in progress, the site appraisal was carried out mid May Small group from CDA, and representative from Dacorum Strategic Department have been involved.. More visits will commence towards the end of May 2022, this is still in process.

6. Allotments

Cllr Cassidy informed members that SRT have been informed to cut the grass around the car park and common area, should they have time they will tidy other areas.

14/22

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.

15/22

The next Council Meeting will be held on the 28 June 2022 at 7.45 pm The Village Hall The Common WD4 9BS.

The meeting concluded at 20.48