



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
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CHIPPERFIELD PARISH COUNCIL

MINUTES of Chipperfield Parish Council meeting held on 5th April 2022 at The Blackwells Chipperfield WD4 9BS at 7.45 pm.

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

In attendance: Mrs U Kilich Clerk and two members of the public.

79/21 APOLOGIES FOR ABSENCE

To accept and approve apologies for absence
There were no apologies to record.

80/21 DECLARATIONS OF INTEREST

To accept and declare interest linked to any of the Resolutions.
There were no Declaration of Interest to record.

81/21 MINUTES

To approve the minutes of the meeting of 1st March 2022.

RESOLVED, proposed by Cllr Bryant, seconded by Cllr Hinton to approve the Minutes of 1st March 2022 that these minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

82/21 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillor (s)
There were no Borough or County Councillors present.

83/21 CHAIRMANS REPORT & CORRESPONDENCE RECEIVED

To receive the Chairman's report and note any correspondence received.

- a. HAPTC NALC letter to smaller councils to address services NALC could provide
NALC would like to hear from small councils to address services NALC could consider providing.
- b. HAPTC salary scales reviewed
Salary scale reviewed and backdated for the two employees for 2021/22.
- c. HAPTC training programme available
Various training available via HAPTC.
- d. Local Government Act 1972 section 137 (4)(a) is £8.82

LGA 1972 section gives councils the right to set aside a sum of money (£8.82 per elector) each year which can be applied for by a local organisation.

- e. Cllr McGuinness to update on his meeting at the Village Hall
Cllr McGuinness reported on the following:
 - a. The kitchen stove has been replaced
 - b. Moreen Wheeler's Plaque will be officially installed over the Jubilee Weekend on 24th June 2022.
 - c. The VH Committee agreed to allow Sarah Cronin use of the hall over the Jubilee celebrations to show a variety of films from her company's stock. Sarah has a following on social media and is confident that she will raise audiences.
 - d. The Village Hall will prepare a Financial Five Year Plan which will be submitted to Richard Roberts County Councillor for an overview of requirements for future budgeting. The heating needs to be replaced which is estimated to cost around £19k, and there are issues with the roof. The Village Hall requires a cleaner and general key holder, who can explain Covid protocols etc. This could be a combined role, or two separate vacancies. Both are being advertised in Chip News and on social media.
 - e. The proposal of direct access from St Pauls School to the Village Hall to maximise school use, was discussed. Jennifer Hubbard (PTA) expressed concern about the school boundary fencing to the rear.
 - f. The next meeting will be held on 23rd May at 7.30 pm. It was suggested that both Cllr Cassidy and Bryant will be attending.

- f. Cllr Cassidy to update on village maintenance
 - a. All the posts have been installed apart from the ones by the church
 - b. The fingerpost has been installed
 - c. Bins have been installed
 - d. CPC have decided to go with Herts Wildlife Trusts to carry out the ponds survey in June/July
 - e. Welcome sign by Dunny Lane has been installed, some of the road signs around the village need to be cleaned. Action: Clerk to ask the Warden to carry this out.
 - f. Facebook update: a member of the public mentioned that there were comments regarding the pavement and the parks, the member also asked if there was a way if the two local shops have the opportunity to provide fresh groceries for the local residents. Cllr Cassidy informed that in terms of the pavements, CPC will highlight this to Cllr Richard Roberts. As far as the shops are concerned, it was suggested a questionnaire to Chip News might be the best way forward in finding out the resident's needs.
Stewart Hunt informed members that the junior sports is thriving in the community, teams within the football, cricket and tennis have seen an increase in members.
Cricket fence is due to come down on 12th April.

84/21 Public Participation 15 Minutes total (Max 3 minutes per Person)

85/21 FINANCE AND GENERAL PURPOSE

- a. Cllr Cassidy to update Councillors on YTD Summary and Bank Reconciliation up to and including 31st March 2022
RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Flynn to accept the YTD Summary and Bank Reconciliation. Cllr Bryant suggested that at the next budget to review precept increase.
- b. Cllr Cassidy proposes to accept the quote for the insurance
The Clerk informed members the renewal quote was not received in time to discuss, it will be on the agenda for May 2022.
- c. Cllr Cassidy to update members on CiL balance £97,428
Cllr Cassidy informed members the current reserves balance of £97,428 including £28000 CiL after having paid for some major maintenance in the village.

- d. Cllr Cassidy proposes to circulate policies equally between councillors to review, ready to adopt in May 2022
- i. Allotment Disputes – Jooles Miller
 - ii. Code of Conduct – Eamonn Flynn
 - iii. Complaints Policy – Eamonn Flynn
 - iv. Dignity at Work Policy – Eamonn Flynn
 - v. Equal Opportunities and Diversity Policy – Luke Hinton
 - vi. Financial Regulations – Anthony Sutcliffe
 - vii. Freedom of Information Policy – Tony McGuinness
 - viii. GDPR Policy – Carly-Anne Heaphy
 - ix. Grants and Donations Policy – Geoff Bryant
 - x. Grievance Policy – Anthony Sutcliffe
 - xi. Health & Safety Policy – Kevan Cassidy
 - xii. Publication Scheme – Luke Hinton
 - xiii. Press and Media Policy – Tony McGuinness
 - xiv. Recruitment and Selection Policy – Jooles Miller
 - xv. Standing Orders – Kevan Cassidy and Usha Kilich
 - xvi. Terms of Reference – Kevan Cassidy and Usha Kilich

86/21 REPORT FROM WORKING GROUPS

1. OPEN SPACES

Cllr Heaphy informed members that there are trees that are still down in the village particularly the paths on the common. Action: the Clerk to inform DBC. Cricket pitch needs attention.

2. YOUTH AND EDUCATION

Nothing to report.

3. POLICE REPORT

Cllr McGuinness reported a theft from a car boot in Havensfield, and number plate thefts on The Common and Tower Hill. Also, Greenbloom Growers have been listed as involvement in the production of, or being concerned in the production of a controlled drug (Class B).

4. HIGHWAYS

Cllr Cassidy suggested that the Clerk reports the road closure signs be removed from the village where the work has been completed, this is a Health and Safety issue.

5. PLANNING

Dacorum to carry out Habitats Regulation Assessment; and its resulting impact on planning approval of additional new dwellings.

Dacorum and part of adjoining boroughs. Such planning applications will be processed but 'parked' pending the implementation of the mitigation strategy. The planning applications mainly affected are those that will result in an additional dwelling. (demolition of existing dwelling(s) for an equal number of replacement dwelling(s) would not be affected). We will continue to receive and consider planning applications in the usual way but those adding one or more dwellings will be parked until the 'mitigation' is in place.

6. ALLOTMENTS

Cllr Heaphy suggested that a walk around the allotment before meeting in July.

87/21 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.

88/21 DATE OF NEXT MEETING

The next meeting will be held on the 17th May 2022 following the planning meeting @ 7.45 at The Blackwells Chipperfield WD4 9BS.