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### **CHIPPERFIELD PARISH COUNCIL**

**Minutes** of the meeting of the Chipperfield Parish Council held on 17<sup>th</sup> June 2025 at 7.45 at the Blackwell The Common Chipperfield WD4 9BS.

*Councillors Present: P Foxall (Chair), K Cassidy, G Bryant, W Bathurst, and C A Heaphy-Jones.*

*In attendance: Mrs U Kilich (Proper Officer) County Councillor Richard Roberts, and Borough Councillor Stewart Riddick.*

#### **14/25 APOLOGIES FOR ABSENCE**

To receive apologies for absence

Resolved, proposed by Cllr Cassidy, seconded by Cllr Bathurst to approve the absence of apologies from Cllr Hinton, Cllr Flynn and Cllr Paton. Unanimously agreed. Apologies of absence also received from Cllr P Walker.

#### **15/25 DECLARATIONS OF INTEREST**

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

There were no declarations of interest to record.

#### **16/25 PUBLIC PARTICIPATION 15 minutes time allowed.**

#### **17/25 MINUTES**

- a. To approve the minutes of the meeting of 13<sup>th</sup> May 2025

Resolved, proposed by Cllr Foxall seconded by Cllr Cassidy that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chair, unanimously agreed.

#### **18/25 REPORT FROM BOROUGH/COUNTY COUNCILLORS**

To receive a report from Borough/County Councillors

Cllr Roberts in his capacity as a County Councillor reported on the following:

- HCC is under new administration and running it as a minority, the council is under no overall control
- The county hall (grade ii listed building) will be put on market for sale, all the administration will take place from Stevenage
- Hertfordshire's library service is celebrating its 100-year milestone
- HCC finished the year end on budget
- The new administrations focus is on prioritising the roads
- A total of 150 positions were made redundant
- Cllr Foxall requested an update from Cllr Roberts regarding the sewer issue discussed at the Annual Parish Meeting. Cllr Roberts responded that he was under the impression the matter was being handled by David Taylor MP; however, he confirmed that he will now add it to his action list. The Clerk will issue regular reminders to Cllr Roberts to follow up.

## **19/25 CHAIRMANS REPORT & CORRESPONDANCE RECEIVED**

**For any items you cannot “click” please email the Clerk for information.**

- a. SANG update – Cllr Bathurst reported that the meeting with the SANG Officer was highly productive. Together with Cllr Paton, they visited Bunkers Park (SANG) to view the newly installed benches and noted that similar benches would be well-suited for installation in Chipperfield. A similar approach will be taken with the fingerpost signage. Additionally, the noticeboard will require artwork, which will be commissioned from a local resident. The reinstatement of the heritage trail is also planned.

- b. Dacorum Creative Showcase for more information [click here](#)

## **20/25 FINANCE AND GENERAL PURPOSES**

- a. Cllr Foxall proposes to approve the YTD Summary for May 2025  
Resolved, proposed by Cllr Foxall, seconded by Cllr Bathurst to approve the YTD Summary for May 2025. Unanimously agreed.
- b. Cllr Foxall proposes to approve the Receipts and Payment Summary for May 2025  
Resolved, proposed by Cllr Foxall, seconded by Cllr Bathurst approve the Receipts and Payments Summary for May 2025. Unanimously agreed.
- c. Cllr Foxall proposes to approve the Bank Reconciliation as of May 2025  
Resolved, proposed by Cllr Foxall, seconded by Cllr Bathurst to approve the bank reconciliation as of 31 May 2025. Unanimously agreed.
- d. Cllr Foxall proposes to approve £125 for Memorial bedding  
Resolved, proposed by Cllr Foxall, seconded by Cllr Bryant to approve £125 for the Memorial bedding.
- e. Cllr Foxall proposes to reverse the decision made to spend £6k on the village clock.  
Resolved proposed by Cllr Foxall seconded by Cllr Cassidy, to reverse the decision made on 18<sup>th</sup> February 2025. There is a possibility of revisiting this item at later stage.
- f. Cllr Foxall proposes to approve up to £250 to repair the damage on 4 The Clock House Cottage  
Resolved, proposed by Cllr Cassidy seconded by Cllr Bryant to approve £250 to repair the damage caused to 4 the Clock House after the scaffolding was removed. All in favour.
- g. Cllr Foxall proposes to change the council’s and councillors email account to gov.uk as this forms part of the audit process.  
Resolved, proposed by Cllr Foxall, seconded by Cllr Cassidy to change the Council and Councillors email accounts to gov.uk. All in favour.
- h. Cllr Foxall proposes to approve the following Policies and Procedures for 2025  
Resolved, proposed by Cllr Foxall, seconded by Cllr Bryant to approve the three listed policies. Unanimously agreed.
  - i. Financial Regulations
  - ii. Model Standing Order
  - iii. Risk Assessment

## **21/25 REPORT FROM WORKING GROUPS AND COMMITTEES**

### **1. OPEN SPACES**

Cllr Foxall proposes to discuss and action the following items:

- a. The Neolithic Barrows sign is loose  
Information around the common are scheduled for replacement as part of the SANG improvements, including the signs by the Neolithic Barrows. The current plan should see the new ones being installed around December 2025.
- b. The Apostle Pond notice needs updating  
The current notices by the Apostles are temporary and will be replaced with permanent ones later this year. The philosophy will be one of education around the pond.
- c. The Spanish Chestnut may require propping to ensure stability.  
The Spanish Chestnut has recently been surveyed by an expert who did not recommend propping the tree to ensure stability. All the veteran trees on the common are reviewed regularly and any necessary maintenance or remedial actions will be taken into consideration.
- d. The signs placed outside the post office need permission, the Clerk to ascertain the position on this.

### **2. YOUTH AND EDUCATION**

Cllr Heaphy-Jones reported that the school is on their adventure activity trip for year 6.

### **3. POLICE REPORT**

Police and Crime Commissioner prepared crime statistics for Chipperfield Parish Council. The information will be shared with council members. Cllr Roberts reported that overall, the crime figures are low in Hertfordshire.

### **4. HIGHWAYS**

Cllr Cassidy would like to revisit an installation of Speed Indicator Device (SID) from Kia Garage to Croft Lane. Cllr Roberts will revisit to have the speed reduced from 40 to 30 on the boundary from Kings Langley to Chipperfield.

### **5. PLANNING**

Cllr Bryant reported that it is very quiet now.

### **6. ALLOTMENT**

The Clerk reported that there have been issues with the taps on the allotment all of which have been resolved.

**22/25 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.

## **23/25 Future Agenda Items**

## **24/25 DATE OF NEXT MEETING**

The next meeting will be held on the 16<sup>th</sup> September 2025 following the planning

**meeting @ 7.45 at The Blackwells The Common WD4 9BS.**

**Meeting concluded at 20.53**