



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 16th September 2025 at 7.45 at The Blackwells, The Common Chipperfield WD4 9BS.

Councillors Present: P Foxall (Chair), K Cassidy, G Bryant, W Bathurst, E Flynn, M Paton and L Hinton.

In attendance: Mrs U Kilich (Proper Officer) and two members of the public.

25/25 APOLOGIES FOR ABSENCE

To receive apologies for absence

Resolved, proposed by Cllr Bathurst, seconded by Cllr Paton to approve the apologies for absence from Cllr C Jones. Unanimously agreed. Apologies of absence also received Cllr Riddick and Cllr Walker

26/25 DECLARATIONS OF INTEREST

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

There were no declarations of interest to record.

27/25 PUBLIC PARTICIPATION 15 minutes time allowed.

28/25 MINUTES

- a. To approve the minutes of the meeting of 17th June 2025, Allotment Minutes 8th July 2025. Resolved, proposed by Cllr Cassidy, seconded by Cllr Paton that the Full Council Minutes of 17th June 2025 be approved as a true and accurate record and duly be signed by the Chair. Unanimously agreed.

Resolved proposed by Cllr Paton, seconded by Cllr Hinton to approve the Allotment Minutes of 8th July as a true and accurate record and be duly signed by the Chair. Unanimously agreed.

- b. To discuss any matters arising from previous meetings
Cllr Foxall informed members that the vacant allotments have been maintained by the Warden. In accordance with F&GP 31/25 (i), an amount of £200 was spent on the necessary materials.

29/25 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

30/25 CHAIRMANS REPORT & CORRESPONDANCE RECEIVED

For any items you are not able to “click” please email the Clerk for information.

- a. SANG update:

- Steven Werrell, the SANG Officer at Dacorum Borough Council (DBC), has reinstated the annual walk to engage with members and share the history of the

area. The walk, held on 10th September, was well-organised and successfully carried out.

- The new picnic tables and benches have arrived. The SANG Officer consulted with CPC members via the SANG Working Group regarding their placement. The number and positioning of these items form an integral part of the SANG project.
- Quotes are currently being obtained for works on the ponds.
- Artwork for new signage is in progress, with provisional content already reviewed by the SANG Working Group.
- There are proposals to number the paths around the Common.
- Plans are also in place to introduce three different walking routes as part of the enhancement of the SANG.

It was suggested that regular articles be proposed for *Chip News* to keep parishioners informed about SANG developments. Additionally, there was support for the Council to be proactive in sharing information by publishing meeting details for the SANG Working Group as well as the Friends of Chipperfield Common. This would allow members to contribute to ongoing developments via SANG. A combination of *Chip News* and the village noticeboard was considered an effective way to communicate with members.

A member also requested more information regarding the project at The Mount and the construction of benches there. A brief article in *Chip News* outlining the works and progress was suggested and welcomed.

Cllr Foxall noted that SANG is also a standing item and is discussed at every Council meeting to which members are invited and can also contribute. While it was agreed that the Council should be as transparent as possible, it was also noted that there are certain commercial matters and decisions that, due to their nature, cannot be included in public-facing communications.

- b. The Outstanding award was presented to Mark Jarrad for his very many contributions to the village. Mark Jarrad's thanked members on accepting his award, but emphasised it is all about team work. Mark Jarrad also thanked the Warden for his hard work at the Memorial.
- c. Chipperfield Common passed the Green Flag Award – This was presented by Dacorum Borough Council and has been displayed.
- d. Changes to the Planning Committees (Council members only) – This due to local government changes. Information has been shared with council members on this subject.
- e. Local Government Reform Update (T&PC's only) – Cllr Foxall provided feedback from the Annual Meeting of Herts Parish, Town & Community Councils and HCC he attended on 12th September 2025. Information has been shared with council members on this subject.
- f. Scottish Widows have communicated that they are lowering the interest rate on the Council's savings account from 1.15% AER to 1.10% AER as of October 2025

31/25 FINANCE AND GENERAL PURPOSES

- a. Cllr Foxall proposed to approve the YTD Summary for August 2025.
Resolved, proposed by Cllr Flynn, seconded by Cllr Hinton to approve the YTD

Summary for August 2025. Unanimously agreed.

- b.** Cllr Foxall proposed to approve the Receipts and Payment Summary for August 2025. Resolved, proposed by Cllr Flynn, seconded by Cllr Hinton to approve the Receipts and Payments Summary for August 2025. Unanimously agreed.
- c.** Cllr Foxall proposed to approve the Bank Reconciliation as of August 2025. Resolved, proposed by Cllr Flynn, seconded by Cllr Hinton to approve the Bank Reconciliation for August 2025. Unanimously agreed.
- d.** Cllr Foxall proposed to discuss an allotment rent increase to recover costs and minimise the deficit as in previous years. Proposed amount £60 full plot and £30 half plot. Resolved, proposed by Cllr Flynn seconded by Cllr Hinton to increase the allotment rent as stated. Unanimously agreed.
- e.** Cllr Foxall proposed to discuss and decide on road calming measures from the email received from PCC (document circulated 20/08/2025)
Resolved, proposed by Cllr Foxall, seconded by Cllr Paton to submit the PCC grant funding request for road calming measures. Unanimously agreed.
Action: The Clerk will submit the application to the Police and Crime Commissioner.
- f.** Cllr Foxall informed members that the Annual Governance Accountability Regulation for 2024/25 has been approved with no issues raised in Section 3.
Council members expressed their appreciation to the Clerk for providing a clear and well-prepared audit report.
- g.** Cllr Foxall proposed to discuss and approve the grant funding proposed by DBC (document circulated 20/08/2025).
Resolved, proposed by Cllr Foxall, seconded by Cllr Cassidy to approve the DBC Grant Funding for submission to DBC for 22nd September 2025.
- h.** Cllr Foxall proposed to apply for Road Tax for 12 months for the CPC Warden Van. Resolved, proposed by Cllr Flynn, seconded by Cllr Bathurst to approve the Road Tax for the Van for 12 months.
- i.** Cllr Foxall proposed to authorise £200 to add weed cover to the unused allotments. Resolved, proposed by Cllr Cassidy, seconded by Cllr Flynn to purchase items for the allotment. Unanimously agreed.
- j.** Cllr Foxall proposed to discuss the quote received for replacing the two fingerposts in the village and recommended the allocation of £5,000 from EMR to fund the work. Resolved, proposed by Cllr Cassidy, seconded by Cllr Paton to approve £5k to replace the two finger posts in the village. The Clerk will circulate the last quote pending. Unanimously agreed.
- k.** Cllr Foxall proposed that the Council consider and decide on the filming request on the Common for a two-day period, including providing an appropriate rate for CPC. Resolved, proposed by Cllr Foxall, seconded by Cllr Paton to wait for DBC to approve this before charges for CPC can be applied.

32/25 REPORT FROM WORKING GROUPS AND COMMITTEES

1. OPEN SPACES

a. Parking issues at the Village Hall – Cllr Bryant suggested that CPC approach DBC legal team to find out the rights of access.

2. YOUTH AND EDUCATION – the schools are back with new school uniforms.

3. POLICE REPORT – Nothing to report

4. HIGHWAYS – Nothing to report

5. PLANNING – Cllr Bryant will circulate correspondence on the parking behind Osteria.

6. ALLOTMENT – Cllr Foxall provided feedback from the Annual Allotment Holders meeting he chaired on 8th July 2025.

33/25 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.

To discuss the Allotments

The Tennis Club has expressed interest in taking over a portion of the allotments. At present, there is no waiting list, with two and a half plots currently vacant.

It was unanimously agreed that CPC would explore this opportunity further and provide an update at the next meeting.

34/25 Future Agenda Items

35/25 DATE OF NEXT MEETING

The next meeting will be held on the 7th October 2025 following the planning meeting @ 7.45 at The Blackwells, The Common WD4 9BS.