Chipperfield Parish Council,
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Chipperfield Parish Council

Full Council Minutes
Meeting held on Tuesday 15 September 2026

Chair	Vice-Chair Cllr Paton took the meeting in the absence of Cllr Foxall (Chair)
Present	Cllrs: K Cassidy, E Flynn, G Bryant, W Bathurst and C A Heaphy-Jones
In attendance	Usha Kilich, Parish Clerk/RFO; Borough Cllr P Walker; two members of the public
Apologies	Cllr Hinton and Cllr Paul Foxall

26/26 APOLOGIES FOR ABSENCE

RESOLVED: The apologies received from Cllr Hinton and Cllr Paul Foxall were accepted.

27/26 DECLARATIONS OF INTEREST

No declarations of interest were made.

28/26 PUBLIC PARTICIPATION 15 minutes time allowed.

A member of the public attended to observe the meeting. No matters were raised.

29/26 MINUTES

a. To approve the minutes of the meeting of
   - 23rd June Full Council Meeting
     Cllr E Flynn's name had been recorded incorrectly in the draft minutes. The correction was agreed.

     RESOLVED: Subject to the agreed correction, the minutes of the Full Council meeting held on 23 June 2026 were approved as an accurate record.

b. To discuss any matters arising from previous meetings
   There were no matters arising from previous meetings.

30/26 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors
Borough Councillor P Walker reported that local government reorganisation proposals had been paused for the time being. The consequences and future timetable remained uncertain. It was noted that the pause might result in local elections proceeding in 2027, but further government guidance was awaited.

31/26 CHAIRMANS REPORT & CORRESPONDANCE RECEIVED

For any items you cannot "click" please email the Clerk for information.

a. Impact on Chipperfield of latest Government Planning Policy – for information only.

b. DBC announce changes to weekly planning application list – noted, no action necessary.

c. DBC on the latest LGR Update – The move to LGR has been paused as stated by Borough Councillor P Walker.

d. AGAR 2025/26 signed off by PKF Littlejohn The relevant documentation was available on the Council's website and had been circulated with the agenda papers.
RESOLVED: The completion of the external audit was noted and the Clerk was thanked for her work.

e. Village Clock service took place on 7th August 2026 – This was biannual service.

f. Urgent road works taking place in Chipperfield/Kings Langley – work completed.

g. Three Rivers Regulation 19 Consultation 4/08/2026 – no action necessary.

h. Longfield Development 11/08/2026 – Application discussed at Planning Meeting, it was unanimously agreed to submit objection for the proposal.

i. Oak tree taken down in Longfield 31/07/2026 – Planning and Enforcement update. This was investigated and concluded that the removal of an oak tree was neither protected nor within the Conservation Area, consequently, no enforcement action could be taken.

j. An allotment holder asked if the water charges for the allotment can be apportioned as the Council uses the water to water the Memorial area.
Members established that the Warden watering the memorial area used water from several sources and occasionally filled containers at the allotments. Members considered that attempting to calculate and administer a small apportionment would be disproportionate.
The Clerk would reply explaining that the use was occasional, involved a small quantity of water and supported maintenance of a community memorial area.

k. Update on Tennis Club planning
Application relating to use of allotment land for an additional tennis court.
Dacorum Borough Council had requested a bat survey, which had been completed. No further decision had been received. County Cllr Richard Roberts had submitted a representation in support of the application.
RESOLVED: The position would continue to be monitored.

l. Village Clock chime is a minute ahead, reported to Smiths of Derby – the time has been corrected and the clock operating correctly.

m. Filming Summary - Report concerning filming at a private residence during June, July and August 2026.
The Council received a report from Cllr Foxall. Dacorum Borough Council had not liaised sufficiently with the Parish Council and had concluded parking arrangements without involving it. Following direct engagement by the Parish Council, the production company responded positively to concerns: generators were moved away from the bridleway; posts around the car park were removed and professionally reinstated; residents received updates; and heavy vehicle use of the unmade section of the Common was reduced. There had been some disturbance from traffic, parking and noise on filming days. Feedback from village businesses was mixed. The production company had made a voluntary goodwill payment of £500 to the Parish Council following its positive experience in the village.
RESOLVED: The report and £500 goodwill payment were noted.

n. Chipperfield Clarendon Crick Club thanked CPC for the grant to buy new bench.
The Cricket Club had thanked the Council and used the grant to purchase a new bench.

o. TTRO submitted to Herts for Temporary Road Closure 8th November 2026 – The Clerk has submitted the relevant application for the road closure.

32/26 CLERKS REPORT (verbal)

a. To update and discuss the current action report – The opening of the Unity Trust Allotment Deposit Bank Account remains in progress. The Clerk confirmed that she had contacted the Office of the Police and Crime Commissioner to follow up on the two Speed Indicator Devices (SIDs).

b. Latest news from Dacorum Borough Council – weekly news from DBC circulated to Council members.

33/26 FINANCE AND GENERAL PURPOSES

a. Cllr Paton proposes to approve the following financial documents

- YTD Summary for August 2026
- Bank Reconciliation as of August 2026
- Receipts and Expenditures for August 2026

Resolved, proposed by Cllr Paton, seconded by Cllr Bathurst to approve the three financial documents presented to Councillors. Unanimously agreed.

b. Cllr Paton propose to approve £504 for the external audit fee to PKF Littlejohn.
Resolved, proposed by Cllr Paton, seconded by Cllr Cassidy to approve the external audit fee to PKF Littlejohn for the sum of £504.00. Unanimously agreed.

c. Cllr Paton proposes to approve the expenditure for servicing the village clock for £656.40
Resolved, proposed by Cllr Paton, seconded by Cllr Flynn to approve the sum of £656.40 for the servicing of the Village Clock.

d. Cllr Paton proposes to appoint Audit Solutions for 2026/27 and complete to complete the Terms of Agreement form.
Resolved proposed by Cllr Paton, seconded by Cllr Flynn to approve the Terms of Agreement to appoint Audit Solutions for 2026/27. Unanimously agreed.

34/26 REPORT FROM WORKING GROUPS AND COMMITTEES

1. OPEN SPACES

Tree Works Planned for Chipperfield, click here for more information.
The scheduled of proposed tree works was reviewed. The works mainly concerned sycamores affected by squirrel damage and trees suffering from ash dieback; no contentious works were identified. Members also noted works in Kings Langley.

Update from Chipperfield Common Working Group meeting (CCWG)
Members discussed public comments about the appearance of the newly surfaced path. It was explained that the surface would weather naturally, as had occurred with the earlier accessible path. The works were included in the published SANG management plan and had been reported in Chipperfield News and at the Annual Parish Meeting. The scheme resurfaced an existing accessible route, added links from the Queen Street and Blackwells car parks, and provided a boardwalk around the Spanish chestnut tree to protect its roots.
The contractor could provide approximately £5,000 of community work connected with its activities. Possible use of surplus aggregate to improve the Queen Street and Windmill car parks was discussed.
RESOLVED: The preferred use, subject to confirmation, was repair or improvement work to the Queen Street and Windmill car parks. Further suitable ideas could be submitted before the contractor completed its works.

Bin replacement by DBC on the Common
Proposal: Replacement, addition and possible relocation of bins on and around the Common. The location of existing bins would be reviewed with the Warden.
RESOLVED: The requested location would be raised with the relevant officer and considered as part of the wider bin review.

Apostles Pond and tree works
Proposal: Further works around Apostles Pond.
Planned work included repollarding Lime trees, removing selected trees south of the pond, gradually reducing mature Beech trees to improve light to the pollarded Limes, and removing regrowth from the pond. The work was expected to take place around November 2026.

Pond and reptile surveys
Proposal: Ecological monitoring on the Common.
A further pond survey was being considered, potentially at Manor Pond rather than Pill Pond. Reptile monitoring had moved to a fortnightly cycle and a toad had been recorded during the latest survey.

Walk on the Common
Proposal: Guided walk and volunteering event.
The annual guided walk with Steven Werrell was expected to take place on 12 October 2026, alongside a Friends of Chipperfield Common activity, to encourage further volunteering.
RESOLVED: Noted, subject to confirmation of the date.

Dacorum Environmental Forum
Proposal: Report from Cllr Wendy Bathurst.
Cllr Bathurst reported on Dacorum Borough Council's Local Nature Recovery Strategy. Dacorum was progressing well and had established a steering group involving organisations including Natural England, Hertfordshire and Middlesex Wildlife Trust, the Environment Agency and the Box Moor Trust. Chipperfield Common featured in the opportunity mapping, including pond work and the control of invasive Laurel and Holly. Hertfordshire County Council might be able to support future projects once priorities were agreed. Steven Werrell was leading this work alongside his SANG responsibilities and an additional officer was expected to be recruited.
RESOLVED: The report was noted and Cllr Bathurst was thanked.

2. YOUTH AND EDUCATION
Solar panels had been installed on the school roof, the playground had been replaced, and new toilets had been installed for both key stages. Reception was full and the school had begun the new academic year with staffing changes. The school was considering arrangements for exporting surplus solar generation to the grid; battery storage was not presently considered cost-effective. The official opening of the Football Club facilities had also taken place. The next phase would include improvements to changing and toilet facilities.

3. POLICE REPORT – No report.

4. HIGHWAYS
The speed indicator devises had been installed, although it is not operational.

5. PLANNING
The Council would update DBC Planning Portal with two objections on Tuffs Farm and Longfield proposals.

6. ALLOTMENT
a. Approve Allotment related policies and procedures
Resolved, proposed by Cllr Paton, seconded by Cllr Bathurst to approve the Allotment related policies and procedures. Unanimously agreed.

b. Blackwells Trustees Grant Application rejected
To inform members that CPC' grant application for Blackwells Trustees was rejected.

c. Allotment Interest Form updated and will need to be completed by all new applicants. Anyone wishing to take an allotment will be required to complete an Allotment Interest Form.

Resolved, proposed by Cllr Paton seconded by Cllr Bathurst to approve the Allotment Interest Form. Unanimously agreed.

d. Request received by an allotment holder for a small storage unit

e. To replace one of the taps on the allotment site – a tap by the tennis club is completely worn out and will need replacement as soon as possible.

35/26 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.

36/26 Future Agenda Items
Obtain a quote for replacing a tap on the allotment

37/26 DATE OF NEXT MEETING
The next meeting will be held on the 27th October 2026 following the planning meeting @ 7.45 at The Blackwells The Common WD4 9BS.

The meeting concluded at 20.48