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Chipperfield Parish Council

Full Council Minutes

Meeting held on Tuesday 27th October 2026

Chair	Cllr P Foxall
Present	Cllrs: K Cassidy, E Flynn, G Bryant, W Bathurst M Paton, and L Hinton.
In attendance	Usha Kilich, Parish Clerk/RFO; Borough Councillor S Riddick and two members of the public
Apologies	Cllr Heaphy-Jones.

38/26 APOLOGIES FOR ABSENCE

To receive apologies for absence
Resolved, proposed by Cllr Flynn, seconded by Cllr Hinton to approve the apologies for absence from Cllr CA Heaphy-Jones. All in favour. Apologies also received from Borough Cllr P Walker and Cllr Adeleke.

39/26 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda.
Cllr Hinton declared interest in item 45/26 (b) grant application for the Chipperfield Corinthians Youth Football Club. Cllr Hinton abstained from decision making.

40/26 PUBLIC PARTICIPATION 15 minutes time allowed.

No matters were raised.

41/26 MINUTES

a. To approve the minutes of the meeting of
   - 15th September Full Council Meeting

Resolved, proposed by Cllr Bathurst, seconded by Cllr Paton to approve the minutes of 15th September as a true and accurate representation of the meeting. All in favour.

b. To discuss any matters arising from previous meetings
No matters were raised.

42/26 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors.
Borough Councillor S Riddick reported anticipated changes to planning decision-making and the delegation of applications to officers. He expressed concern about the effect on councillor call-in arrangements and opportunities for applications to be considered by the Development Management Committee.

Members discussed the implications for local representation and noted the importance of continuing to submit Parish Council responses to planning consultations.

Action: The Planning Chairman Cllr Cassidy would seek clarification of the arrangements and their

implications for the Parish Council.

The Borough Councillor raised concerns regarding future ward representation and local political arrangements.

The Chairman thanked Cllr Riddick for his work with the Parish Council and noted that internal party matters fell outside the Parish Council's remit.

43/26 CHAIRMANS REPORT & CORRESPONDANCE RECEIVED

a. LGR Update meeting cancelled by DBC – meeting was cancelled by Dacorum Borough Council.

b. Complaints received regarding the recent work on the Common – Cllr Paton reported on feedback concerning the new paths on the Common. Initial concerns had reduced as construction was completed, and positive comments had been received about improved accessibility. A public walk organised by Dacorum Borough Council had provided residents with an opportunity to discuss the works with Steven Werrell. Members welcomed the opportunity for direct engagement and thanked him for his handling of the discussion.

   The following issues had been identified for investigation:

   - Excessive camber on sections of the path.
   - Exposed membrane along part of the newly surfaced route near the chestnut tree.

   Dacorum Borough Council would consider whether remedial work was required.

c. Remembrance Sunday 8th November 2026 Road Closure in place. The necessary road closure had been arranged, and the Council would lay a wreath. Members discussed the practical arrangements for managing the closure, including suitable signs, cones and barriers.

   Action: The Clerk would liaise with the organiser and those offering equipment to arrange suitable barriers and signage.

d. The Street request for speed bumps – County Councillor Roberts dealt with this item.

e. RE: HLB Resurfacing Decisions - 2nd October 2026 Deadlines CPC will decline due to lack of funding. The Council noted that the request for a financial contribution had been declined because of limited available funds.

f. Notice of Scoping Consultation – Consultation had already taken place and nothing to comment.

g. To discuss and agree on installation of fingerpost by Kia Garage. Members discussed the damaged fingerpost and the quotation already received. A further quotation was being sought. The missing section had not been recovered.
   Agreed: Additional quotations would be obtained and submitted to the Clerk for consideration at the next meeting.
   The fingerpost at Windmill Hill. The base was reported to be severely rotten, and some directional arms were missing.

   Agreed: To pursue replacement, subject to consideration of quotations and costs.

   Action: The Clerk would obtain quotations. Photographs and details of the existing wording would be provided to assist with the specification.

   Noticeboard outside the school - Members reported that the noticeboard supports were deteriorating and that the structure could become unsafe.

   Agreed: To investigate replacing the supporting posts and undertaking any necessary refurbishment.

Action: The Clerk would arrange an assessment and obtain costs.

44/26 CLERKS REPORT (verbal)

a. To update and discuss the current action report – No additional matters were raised.

b. Clerk to update on the way AGAR 2026/27. The Clerk reported that she had attended training on the 2026/27 Annual Governance and Accountability Return, including the proposed online submission arrangements.

Action: The Clerk would circulate the training video to councillors.

c. Latest news from Dacorum Borough Council.

45/26 FINANCE AND GENERAL PURPOSES

a. Cllr Foxall proposes to approve the following financial documents

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

Resolved, proposed by Cllr Hinton, seconded by Cllr Flynn to approve the financial documents circulated with the agenda. All in favour.

b. Cllr Foxall proposes to discuss and agree and award the grant applications for 2027/28.

The applications discussed included:

- Chipperfield Village Hall - £1000
- Chipperfield Cricket Club - £400
- Chipperfield Corinthians YFC - £500
- Chipperfield Corinthians SFC - £500
- St Paul's Church - £1000
- St Paul's School Friends of £1500
- Royal British Legion Poppy Appeal - £150

Resolved, propose by Cllr Cassidy, seconded by Cllr Flynn to approve the grants proposed by the F&GP Working Group. All in favour.

Action: The Clerk would notify applicants of the decisions and explain that future awards would remain subject to available funding.

c. Cllr Foxall informed members that CPC has received £225 in Community infrastructure Levy.

d. Cllr Foxall informed member that CPC has received £9k from Dacorum Borough Council for Future Investment Fund.

e. Cllr Foxall proposes to approve the following two policies
i. Co-option Policy
ii. Lone Working Policy
Resolved, proposed by Cllr Foxall seconded by Cllr Flynn to approve the two policies listed above. All in favour.

46/26 REPORT FROM WORKING GROUPS AND COMMITTEES

1. **OPEN SPACES –** Members received an update following a further meeting with the SANG Officer.

Common paths: Remedial work was being considered where issues had been identified.

Pond management: Contractors had removed as much parrot's feather as possible during a day's work. Low water levels had allowed the plant to root more extensively in the pond. Further treatment options were being assessed.

Tree works: Further pollarding of lime trees was planned. Safety works were also proposed to marked trees near Windmill Hill, principally ash affected by ash dieback. A temporary road closure was expected to be required.

Staffing: Recruitment arrangements for an additional member of staff to support management of the Common were progressing.

Welcome area: Plans were being developed for the area at the end of the car park. Proposals included picnic benches, three maple trees, relocation of cycle stands and removal of redundant bollards.

Members noted that the relationship between the welcome area and the adjacent bridleway remained under consideration, including whether fencing was appropriate.

The existing underlying surface would be assessed for use within the welcome area. Bin positions had been reviewed in consultation with the Warden, and three additional benches were reported to be planned for the Common.

2. **YOUTH AND EDUCATION – The** Council received an update on the junior football club. The season had been delayed by dry ground conditions and the resulting lack of playable pitches. The club continued to grow, with approximately 17 teams reported, including increased participation by girls.

   Members also noted positive feedback on the school's temporary swimming pool and playground improvements.

3. **POLICE REPORT –** Nothing to report.

4. **HIGHWAYS –** Members reported that the vehicle-activated speed sign near the Kia garage appeared to activate too late and inconsistently. It was suggested that the sensor alignment might require adjustment.

   Action: The issue would be reported to the responsible authority or maintenance provider for investigation.

5. **PLANNING –** There was nothing further to add to the matters already discussed in Planning Committee Meeting.

6. **ALLOTMENT –**
   a. The scheduled Allotment Meeting for 13th October 2026 cancelled.
   b. There are two half plots vacant, the Clerk has approached members on the waiting list. The Clerk reported that rent invoices had been issued and payments were being received. Eight payments remained outstanding at the time of the report.

   Three half-plots were vacant, with prospective tenants due to view them the following day. At the time of publishing the agenda, there were two half vacant plots.

   Those on the Chipperfield waiting list had declined the available plots, and applicants from Bovingdon were being approached. If the forthcoming viewings resulted in lettings, there would be no remaining vacancies or applicants on the waiting list.

47/26 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.

48/26 Future Agenda Items
The following matters were identified:

- The 2027/28 budget and precept.
- Website arrangements and associated costs.
- Quotations for the fingerposts.
- Repairs to the noticeboard outside the school.
- School bus stopping arrangements and parking concerns.

49/26 DATE OF NEXT MEETING 17th November 2026 at 19.45 following Planning Meeting at 19.15.

The meeting concluded at 20.57