



Chipperfield Parish Council

Minutes of the meeting of the of the Chipperfield Parish Council held on Monday 14th April 2014 held in the Village Hall, The Common, Chipperfield at 7.45 pm

Present:- Councillor H Laverack (Chairman)
Councillor E Flynn (Vice Chairman)
Councillor W Bathurst
Councillor P Ingram
Councillor G Kempston
Councillor S Mant
Councillor D Nobbs

In Attendance: Mrs J Dawes, Clerk to the Council
District Councillor G Adeleke
1 Members of the Public

- 275/13** **Chairman's Announcements** **Action**
The Chairman announced details of the arrangements in case of fire or other events that might require the meeting room or buildings evacuation
- 276/13** **Apologies for Absence**
Apologies for Absence were received, recorded and accepted from Councillor Webby
- 277/13** **Declarations of Interest**
There were no declarations of interest.
- 278/13** **Minutes of the Last Meeting**
It was proposed by Councillor Flynn, seconded by Councillor Nobbs and **RESOLVED** that the minutes of the meeting held on Monday 17th March 2014 be signed as a true Record with the amendment to the penultimate paragraph of minute 250/13 to read "it was agreed that further discussion was needed."
- 279/13** **Matters Arising**
A resident of the Village asked what was being done about the speeding traffic in the Village. The Council explained that speed checks had been promised in the past but as yet had not taken place. The problem had been discussed at the last meeting and a request made for more signs. The Clerk was asked to formally write to Hertfordshire Police requesting that speed checks are carried out. Clerk
- Arising from minute 250/13, the Clerk was asked to take the matter of the water leak to a higher officer at Affinity Water Company. Clerk
- Arising from minute 259/13, the Clerk was asked to circulate a copy of the letter regarding Archies Ices to the Opens Spaces Group. Clerk

Signed..... Dated.....

280/13 **Report from Borough / County Councillor**

There was no report

281/13 **Reports from meetings with other organisations**

Councillor Nobbs had attended the AGM of Chipperfield Care. The Group was doing well and the finances were in good order, he was reported that the Chairman Peter Moorhouse had died suddenly. The Council sent its sympathies to the family.

Councillor Bathurst had attended the horticultural show and talk it had been well attended and the group was doing well

282/13 **Clerks Report**

The Clerk reported that the precept had gone into the Councils bank account on 1st April.

The audit papers had been received with the audit date of 28th July. The annual return must be signed off by 30th June. It was the intension to bring the papers to the council on 16th June but would send out draft papers in May.

Work to the website was on going and the latest statistics had been circulated.

283/13 **Police Report**

Councillor Ingram introduced the police report for March. There had been 4 crimes reported during the month which had been involved a charity box being removed from the garden centre and side steps being taken from a vehicle at the Landrover Garage. There had been a small amount of criminal damage at the Two Brewers and a warning had been given regarding possession of drugs in a vehicle. The Clerk was asked to chase up the repainting of the double yellow lines outside the Two Brewers. There was also some confusion regarding whether a sign regarding restrictions of waiting times was outside Didsbury Cottages. The Clerk would have a look when she was next in the area.

Clerk

284/13 **Finance & General Purposes Report**

There had been no Finance and General Purposes meeting this month.

285/13 **Schedule of Meetings 2014-15**

The Schedule of meetings for the forthcoming year was approved.

286/13 **Monthly Accounts and Accounts for Payment**

The monthly statement of accounts paid and the bank reconciliation as at 31st March 2014 as attached, were discussed. It was proposed by Councillor Flynn, seconded by Councillor Ingram and **RESOLVED** that the list of cheques be approved. It was proposed by Councillor Mant, seconded by Councillor Ingram and **RESOLVED** that the financial

Signed..... Dated.....

statement and bank reconciliation be approved

287/13

Open Spaces Report

A meeting had been held with Colin Chambers and the notes circulated. The Clerk was asked to draft a policy regarding floral tributes being left on the Common.

Clerk

Concern was expressed that the money for the last filming carried out had not been received and the Clerk was asked to follow this up. Concern was further expressed that the Parish had still not been updated regarding action taken with Little Winch and Croft Meadows encroachment. There seemed to be a great deal of double standards at DBC on one hand no action seems to be being taken with the previously mentioned cases yet another resident of Chipperfield who had applied to cross land and entered into a licence agreement seemed to be being treated very badly with DBC insisting that damage had been caused despite photographs proving otherwise. It was agreed that a meeting should take place between Councillor Adeleke and the Parish Council to discuss further.

288/13

Events Working Group Report

It was reported that the firework event would be going ahead subject to sponsorship being received.

289/13

Allotments Report

There was now just one vacant plot. One of the taps was not working and the Clerk was asked to chase the contractor up to have this fixed. More water butts had been ordered.

Clerk

290/13

Youth & Education Report

There was no report.

291/13

Highways, Road Safety and Transport Report

The Pavement in Tower Hill had been resurfaced. A complaint had been made about a damaged bank in Scatterdells Lane. The responsibility for repair would be with the owners of the property who were having the work carried out.

292/13

Correspondence

There was no correspondence.

293/13

Items for the Next Agenda

To be notified to the Clerk.

294/13

Date of Next Meeting

The next meeting is to be held on 19th May 2014 after the Planning Committee meeting in the Small Hall.

295/13

Part II

It was proposed by Councillor Mant, Seconded by Councillor Flynn and **RESOLVED** that the press and public be omitted due to the confidential

Signed..... Dated.....

nature of the business about to be transacted.

296/13

Internal Audit and Payroll Services

It was agreed that the Clerk should take over the Council's Payroll services and that a new internal auditor be engaged as a matter of urgency.

The meeting closed at 9.20 pm

Signed..... Dated.....

Minute 286/13

| Date | Cheque | Name | Reason | Amount £ |
|--|------------|---------------------------------------|---------------------------------|----------------|
| 25/03/2014 | 100196 | St Pauls PCC Chipperfield | Parish Room Hire | 30.00 |
| 25/03/2014 | 100197 | W Jarman & Sons | Large Petrol Can for Allotments | 38.30 |
| 25/03/2014 | 100198 | Virgin Media Business | Telephone & Broadband | 51.38 |
| 25/03/2014 | 100199 | Peter Flemming | Website | 1400.00 |
| 25/03/2014 | 100200 | St John Ambulance | 1st Aid Training Ranger & War | 660.00 |
| | 100201-207 | Destroyed | Destroyed | |
| 09/04/2014 | 100208 | Mr P Sadler | Wages April | 487.50 |
| 09/04/2014 | 100209 | Mr A Orchard | Wages April | 184.63 |
| 09/04/2014 | 100210 | Mrs J Dawes | Wages & Expenses April | 833.23 |
| 09/04/2014 | 100211 | Staples | Stationery | 22.97 |
| 09/04/2014 | 100212 | Herts Association of Parish and Towns | Membership | 751.53 |
| 09/04/2014 | 100213 | Mr S Rose | Allotment & Key Deposit return | 55.00 |
| 09/04/2014 | 100217 | Gardenscene | Gloves | 12.59 |
| | | | April Cheques | 4527.13 |
| 01/04/2014 | DD | Dacorum Borough Council | Garage rent | 44.16 |
| 03/03/2014 | DD | Right Fuelcard | Monthly fee | 1.20 |
| | | | April Total Expenditure | 4572.49 |
| Cheques 100196 to 100212 and 100195 signed by S Mant and D Nobbs | | | | |

Signed..... Dated.....

Bank reconciliation as at 31st March 2014

| | |
|------------------|-------------|
| Scottish Widows | 77,000.00 |
| NatWest Reserves | 10634.41 |
| NatWest Current | <u>0.00</u> |
| | 87,634.41 |

Less Outstanding cheques

| | |
|--------|---------|
| 100178 | £45.00 |
| 100186 | 172.43 |
| 100187 | 487.50 |
| 100188 | 45.00 |
| 100189 | 1048.35 |
| 100190 | 50.90 |
| 100191 | 64.80 |
| 100192 | 219.34 |
| 100194 | 122.42 |
| 100195 | 554.40 |
| 100196 | 30.00 |
| 100197 | 38.30 |
| 100198 | 51.38 |
| 100199 | 1400.00 |
| 100200 | 660.00 |

4,989.82

Total Balance 82,644.59

current account balance at end of March 5644.59

Signed..... Dated.....