



Chipperfield Parish Council

Minutes of the meeting of the of the Chipperfield Parish Council held on Monday 21st September 2015 held in the Small Hall, The Common, Chipperfield at 7.45 pm

Present:-
Councillor H Laverack (Chairman)
Councillor W Bathurst
Councillor P Ingram
Councillor Cassidy
Councillor E Flynn
Councillor T Vyse

- In Attendance: Mrs C Butcher Assistant Clerk to the Council

69/15 **Chairman's Announcements**

The Chairman announced details of the arrangements in case of fire or other events that might require the meeting room or building evacuation

70/15 **Apologies for Absence**

Apologies for absence was received, recorded and accepted from Councillor Mant

71/15 **Declarations of Interest**

There were none

72/15 **Minutes of the Last Meeting**

It was proposed by Cllr. Flynn seconded by Cllr Ingram and it was **Resolved** that the minutes be accepted as a true record of proceedings.

73/15 **Matters Arising**

The Evans Memorial to be discussed with the Dacorum Woodland Officer
At the Open Spaces meeting on 22nd September 2015

74/15 **Report from Borough / County Councillors**

There were none

75/15 **Reports from members who have attended meetings with other organisations**

Cllr. Bathurst reported that she attended the Village Hall committee meeting. The committee asked for progress on the lease for the CPC office.
Cllr Bathurst had also attended the horticultural Society meeting.

Signed.....Date.....

76/15

Clerks Report

We are awaiting the last pieces of furniture for the final completion of the office and equipment.

Systems

We are in the process of clearing all redundant data from the current computer system. We are also archiving historical data and setting up new processes. However there is still some way to go.

Meeting with Richard Roberts

I met with Cllr Roberts on Friday 18th September when the following were discussed
a. Langley Road on going but hoping to get it onto a schedule.

renaming of The Small Hall-Cllr Roberts is to discuss this with the other trustees.

c. DriveSafe Scheme- Cllr Roberts is meeting with David Lloyd on Monday 21st September and will raise the issue with him.

d. Poor attendance of borough councillors at CPC meetings. I was informed that there are two new councillors covering Bovingdon, Chipperfield and Flaunden. Cllr Roberts will pass on the names of the new Councillors.

e. Little Winch. This seems to have stalled but I munderstand that there is a DBC deed for right of access to Little Winch which contains some relevant detail that may clarify the issue and speed up a resolution. No action required from Richard but I shall be raising the matter with DBC once I have a bit more information.

Audit

Final papers are with the external auditors with completion expected soon.

77/15

Police Report

Councillor Ingram informed council that this now encompasses Chipperfield and Flaunden.

There had been a very low number of crimes over the period. One involving a car though the actual crime was uncertain. The was a case of cannabis being used on the Common.

78/15

FINANCE & GENERAL PURPOSES REPORT

78a/15

Accounts And Audit 2014/15 There was a lower income due mainly to allotment income not appearing in the accounts due to late invoicing during The Clerks illness.

78b/15

Council Office

The office is now up and running. We are awaiting a few items of furniture

Signed.....Date.....

78c/15 **Village Hall** Following the meeting of The Village Hall committee
The lease terms to be agreed was proposed by Councillor Bathurst and
Seconded by Councillor Cassidy it was **Resolved** that these terms be accepted.

78d/15 **Standing Orders And Financial Regulations**
It was proposed by Cllr Fynn seconded by Cllr Bathurst and was Resolved that the
Standing Orders And Financial Regulations that had been circulated be adopted.

78e/15 **Monthly Accounts And Accounts For Payment**
It was proposed by Cllr Flynn seconded by Cllr. Ingram and it was **resolved** the
payment of the monthly account be Approved
Cllr Laverack stated that the year to date account was well within budget tolerance at -
£1356 due mainly to the additional administrative assistance covering the Clerk's illness

78f/15 **Computer Systems**
It was proposed by Councillor Cassidy Seconded by Councillor Vyse and it was
Resolved that The Council's computer system be replaced and updated. The equipment
Specification to be an i5 processor with 8GB of RAM and a 1TB hard drive.

79/15 **Open Spaces Report**
The bin at 1 Chapel;croft was discussed and Councillor Laverack
Agreed to make contact with DBC Waste Disposal department to clarify the position.

80/15 **Allotment Report**
There was nothing to report. Rental renewal invoices are to be issued shortly.

81/15 **Youth and Education**
Councillor Vyse advised that the mobile library was being withdrawn and there is a
meeting in October to discuss a book swap

82/15 **Highways Road Safety and Transport**
Cllr Ingram and the assistant Clerk have been in contact with Geoff Baily at Herts.
Highways department and have received advice that the quickest way to have village
signs erected was through an approved highways contractor.
Cllr. Ingram had received assurance froCllr. Roberts that he could fund the project
through his community budget.

83/15 **Correspondence**
There were 3 letters of complaint received regarding concerns for the Newsagents
Business with the main issue being customers at the Tea Shop exceeding the parking
time limit restriction which has a negative impact on the newsagent next door.

84/15 **Next Agenda Items**
Benches, Noticeboards and Bins

Signed.....Date.....

85/15

Date of Next Meeting

The next meeting is to be held on Monday 16th November 2015 following the Planning Committee meeting at approximately 7.45 to be held in the **Small Hall**, The Common, Chipperfield.

The meeting closed at 2213 pm

Signed.....Date.....

Signed.....Date.....