



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
Herts.
WD4 9BS

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CHIPPERFIELD PARISH COUNCIL ANNUAL MEETING

To: Councillors: Kevan Cassidy Chair, Eamonn Flynn Deputy Chair, Geoff Bryant, Wendy Bathurst, Carly-Anne Heaphy, Luke Hinton, Paul Foxall and Malcolm Paton.

Notice is hereby given that the meeting of the Council to which you are summoned to transact the business set out below will be held at the Blackwells The Common WD4 9BS on Tuesday 13th May 2025 at 7.45 pm.

UKilich
Mrs Usha Kilich Parish Clerk
8th May 2025

01/25 ELECTION OF CHAIR

To elect a Chair for the ensuing Council year

02/25 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR

The Chair to sign the Declaration of Acceptance of Office of Chair

03/25 ELECTION OF VICE CHAIR

To elect a Vice Chair

04/25 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIR

The Vice Chair to sign the Declaration of Acceptance of Office of Vice Chair

05/25 APOLOGIES FOR ABSENCE

To receive apologies for absence

06/25 DECLARATIONS OF INTEREST

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

07/25 PUBLIC PARTICIPATION 15 minutes time allowed.

08/25 MINUTES

To approve the minutes of the meeting of 22nd April 2025.

09/25 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

10/25 Cllr Foxall proposes the following for COMMITTEE's & WORKING PARTY MEMBERS

Members	Kevan Cassidy	Eamonn Flynn	Malcolm Paton	Geoff Bryant	Wendy Bathurst	Carly-Anne Heaphy	Luke Hinton	Paul Foxall
Committees								
Planning	x	x	x	Chair			x	x
Human Resources		x			x			x
Allotment		x	x				x	Chair
Working Parties								
Open Space		x	x		Chair			x
Highways	x	x						x
Youth & Education						x	x	
Police Report								x
Finance & General Purpose	x	x	x				x	x
Social Media						x	x	
Represent								
Village Hall				x				
Chip News				x				
Chip Care	x							

11/25 Chairman's Report

- Cllr Foxall proposes to approve the Year to Date Summary 2025/26
- Cllr Foxall proposes to approve the Bank Reconciliation and Receipts and Payments Summary for 2025/26
- Cllr Foxall proposes to approve the Annual Governance and Accountability Return (AGAR 202/25) and Audit Report for 2024/25
- Cllr Foxall proposes to renew Insurance Policy and approve total cost £1,268.98 with the current provider.
- Cllr Foxall proposes to approve the necessary work to the Village clock for £1267 plus VAT
- PRECEPT:** Notification of parish funding was confirmed as received on 17 April 2025 The total being £83.969.00

Precept Demand	£67,400.00
Concurrent Services	£ 8,393.00
<u>Wardens Grant</u>	<u>£ 8,176.00</u>

Total for 2025/26 £83,969.00

- e. An update on SANG and Apostles Pond
- f. To approve the following Policies and Procedures
 - i. Allotment Cultivation, Disputes, Rules and Regulations
 - ii. Asset Management
 - iii. Budget Virement
 - iv. Code of Conduct
 - v. Communications
 - vi. Complaints Procedure
 - vii. Dignity at Work
 - viii. Equality & Diversity
 - ix. Financial Regulations
 - x. Freedom of Information
 - xi. GDPR
 - xii. Grants and Donations
 - xiii. Grievance
 - xiv. Habitual or Vexatious Complaints Policy
 - xv. Investment Policy
 - xvi. Press & Media
 - xvii. Publication Scheme
 - xviii. Recruitment
 - xix. Risk Assessment
 - xx. Standing Order
 - xxi. Terms of Reference
 - xxii. Working Party Standing Orders

12/25 1. Open Space

2. Youth and Education

3. Police Report

4. Highways

5. Planning

6. Allotments

13/25 The next Council Meeting will be held on the 17th June 2025 at 7.45 pm
The Blackwell The Common WD4 9BS.