



# **Buckland & Chipping Parish Council**

Clerk: Colin Marks

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## **MINUTES OF BUCKLAND & CHIPPING PARISH COUNCIL MEETING No. 310**

**Monday 10<sup>th</sup> January 2022, 7.30pm, The Manor House, Buntingford**

Cllr Jeff Kenyon (Chair) (JK)

Cllr Penny Newman (PN)\*

Cllr Aubrey Holt (AH)\*

Cllr Robert Arkle

Cllr Jennifer Makewell (JM)\*

Cllr Helen Dauris (following co-option)

**\* Denotes present**

Also attending: one member of the public

Clerk: Colin Marks, Clerk to Buckland & Chipping Parish Council

### **ACTION**

In Chairman Cllr Jeff Kenyon's absence, Vice-Chair Cllr Aubrey Holt presided. The Vice-Chairman opened the Meeting at 8.06 pm, the start of the meeting having been deferred for half an hour.

**311.01**

#### **Apologies for absence**

1. Councillors: Cllr Jeff Kenyon: away. Cllr Robert Arkle: work. **Both were accepted.**
2. Other apologies: PCSO Paul Dearman, Cllr Jeff Jones, Cllr Stan Bull

**311.02**

#### **Declarations of Interest and dispensation requests:**

1. Interest declared by Cllr Jeff Kenyon: one cheque for payment was a reimbursement to himself.
2. Dispensations: None

**311.03**

#### **Approval of Minutes**

**RESOLVED: that the Minutes of Parish Council Meeting 309, held on 1<sup>st</sup> November 2021 be approved as drafted.** The Chairman signed the Minutes.

**Clerk/AH**

**311.04**

#### **Casual Vacancy**

The application from Helen Dauris was considered and it was unanimously **RESOLVED that Helen Dauris be co-opted as a member of the Parish Council.** She signed the Declaration of Acceptance of Office and joined the meeting.

**Clerk**

**311.05**

#### **Police Report**

The Vice-Chairman read the following brief report sent by PCSO Paul Dearman:

**Crimes and incidents since last meeting (1st November – 31st December 2021):**

7 crimes reported:

6 x Criminal Damage (Hare Coursing), 1x Assault

**OWL: General messages across East Herts:**

- E-Scooters

- Neighbourhood Policing Priorities survey

Buckland and Chipping specific messages: None

**What we've been doing:**

Speed checks on A10 in Buckland and Chipping

Late night rural patrols (see below)

**Updated Rural Policing priorities for this quarter:**

Deterring Rural Crime: Proactive Rural patrols to deter rural crime including Hare Coursing and Poaching.

Deterring Fly Tipping: Reduce fly tipping in Rural Communities through high visibility presence and proactive work with partner agencies

Road Safety around rural schools: Work with schools and local authorities to educate drivers around the dangers of speeding and inconsiderate parking, enforcing where appropriate

Upcoming events: N/A

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311.06

**Finance**

**1. Accounts**

<b>Accounts summary to 31 December 2021</b>	<b>£</b>
Opening bank balance 1 November	23,787.46
Minus late unrepresented cheque1028	40.00
	23,747.46
Income to 31 Dec	0.00
Expenditure to 31 Dec	3,506.00
<b>Bank balance 31 December</b>	<b>20,241.46</b>
Minus unrepresented cheques	0.00
<b>Cashbook balance at 31 December</b>	<b>20,241.46</b>

**RESOLVED: to accept and approve the Accounts Statement.**

Clerk

**2. RESOLVED: To approve the reconciliation of the 31<sup>st</sup> December cashbook and bank statement.**

Clerk

**3. Budget vs Actual performance 3<sup>rd</sup> Quarter to 31 December**

The Clerk provided an itemised statement of the budget vs actual financial position as at 31 December 2021.

Income Budget £11,250; Income to date £11,771.

Net expenditure budget £11,200; net expenditure to date £8,727

Projected year end bank balance 31 March 2022: £18,550

There is a £50 petty cash float.

It was unanimously **RESOLVED to accept the financial performance statement.**

Clerk

**4. Approval / ratification and signing of cheques for payment**

*All expenditure made under the General Power of Competence*

Chq	Payee	Item	£	VAT incl
1045	J Kenyon reimburse	BBQ food and Hazard safety tape	130.57	
D/D	ICO	Annual payment	35.00	
1046	Clerk reimburse	Legal advice	55.00	
1047	Clerk reimburse	stamps	7.92	
1048	Clerk reimburse	Carol service printing Prontaprint	35.00	
1049	E.ON	Electricity 1/4/21-30/11/21	57.42	
1050	Citizens Adv Service	Donation	50.00	
1051	Royston Comm Tran	Donation	50.00	
1052	Clerk reimburse	stationery £8.92	8.92	
1053	M Webb	Bus shelters Nov/Dec 6 of 6 £80	80.00	
1054	S Hall	Litterpicking Dec/Jan 1 of 6 £190	190.00	
1055	J Makewellreimburse	Cups for Carol Service	12.99	
1056	Clerk reimburse	Prontaprint Newsletters	54.00	
1057	Clerk reimburse	Amazon printer cable	4.99	
1058	Clerk C Marks	Expenses Dec-January	40.40	
	Clerk C Marks	SLCC membership approx £70 (1/4 <sup>th</sup> )		
		Recoverable VAT included		0.00

**RESOLVED: to approve the payments as listed.**

Clerk

**5. Budget and Precept 2022/23**

**RESOLVED: to confirm the precept at £9,000 without amendment as resolved at the 1<sup>st</sup> November Parish Council Meeting.** The presiding chairman, two councillors and the Clerk signed the EHDC precept form.

Clerk

**6. Royston & District Community Transport donation request**

**RESOLVED: To donate £50.** It was agreed to include a report in the next Newsletter.

Clerk

RA

**7. Citizens Advice Service donation request**

**RESOLVED: To donate £50**

Clerk

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## 311.07 PLANNING

1. **New Planning Applications:** None
2. **Decision Notices.** The following were noted:
  - 3/21/2577/HH **Brook Cottage:** Extensions, garage and games room. **GRANTED**
  - 3/21/1530/LBC **Popeswell, Chipping:** Replacement windows. **GRANTED**
  - 3/19/2402/FUL **Oak Cottage:** Demolish garage; erect 3-bed dwelling. **Appeal dismissed**
  - 3/20/0609/HH **Oak Cottage:** Demolish extensions; erect rear extensions. **Appeal dismissed**
  - 3/20/0630/LBC **Oak Cottage:** Demolish extensions; erect rear extensions. **Appeal dismissed**
  - 3/21/2920/HH **22A Hill View:** Demolish conservatory; add extension etc. *Decision awaited*
  - 3/21/2398/HH & 2399/LBC **Malyons:** Rear extension; convert garage *Decision awaited*
  - 3/21/2223/HH **Briar Mead, Sandon Lane:** Remove detached garage and accommodation; build replacement garage with store rooms and living space. *Decision awaited*
3. **Other planning matters and late applications received**  
None

## 311.08 Correspondence – noted as per the agenda, for information only:

- Communities 1<sup>st</sup>: call for vaccination centre volunteers
- HCC (via Cllr Jeff Jones): Omicron briefing
- HCC: Notice of withdrawal of 3 Local Development Documents (2019, 2021)
- EHC (Claire Pullen): Summer event grant monitoring form
- Pelly Solicitors (David Gray): Re Land Registry for water wheel land
- Barclays re bank mandate change

## 311.09 Parish matters

1. **Highways**
  1. HCC Winter salt update: Delivery has been received.
  2. Footway between Buckland and Chipping. Update: County Cllr Jeff Jones has confirmed the work will be included in his 2022/23 Locality Budget.
2. **River Rib Project**  
Cllr Penny Newman is liaising with Reed Parish Council. **PN**
3. **Churchyard**
  1. Noted: that F Cooper & Son have been granted the contract for 2022 **Clerk**
  2. Church Conservation Trust matters: Still no reply received to 17<sup>th</sup> June letter. **Clerk**
  3. Improvements to church lighting:  
It was agreed that replacing light bulbs could involve too much risk. Other lighting solutions for Parish Council meetings to be considered.
4. **Acquisition of Water Wheel land:**  
Pelly's Solicitors have agreed to look at acting on the Parish Council's behalf and will provide a quote to register with Land Registry in due course. **Clerk**
5. **Memorial bench for the Churchyard**  
The bench and plaque has been delivered, as have the missing fixing bolts. Tony Spearman to install when convenient. It was agreed that the bench is currently sitting in a good position; Cllr Jen Makewell agreed to speak to the Rector to see if it can be permanently located there. **JM/JK**
6. **Queen's Green Canopy initiative**  
It was agreed that, at the March PC Meeting, Cllr Aubrey Holt would propose locations for the trees to be planted. **AH**
7. Buckland phone box: It was noted that the contents of the kiosk needs tidying up. It is believed that Tony Spearman has not yet been asked if he could make receptacle for **JK**

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them on the wall of the kiosk. Arrangements to be made for the leaflets to be laminated.

8. Chipping litterpicking: Cllr Aubrey Holt said his father, Dale Holt, has started taking over from Paul Brownless. The Clerk asked that Mr Holt make contact to formalise a contact. AH/Clerk
9. Buckland Care Home: A parishioner requested whether the new owners could be invited to a Parish Council meeting to talk about their business in the parish. It was agreed to consider at the March Meeting whether they could be invited to the Annual Meeting of the Parish in May. Clerk

### 311.10 Events

#### 1. Bonfire and firework night, 7<sup>th</sup> November

It was reported that the evening was a great success and was arguably the best turn out for this event to date. It was noted that the only complaint was that there was not a vegetarian BBQ option.

#### 2. QEII Platinum Jubilee, 2022

**RESOLVED: That a street party be held on Sunday 5<sup>th</sup> June in The Square. Delegated powers were granted to the Clerk and Cllr Jen Makewell for Cllr Makewell to organise all the necessary arrangements. Street closure to be investigated.** Clerk/JM

#### 3. Summer Event 2022

Agreed: to defer making arrangements to the March Council Meeting for the event in September, as in 2021. Clerk

### 311.11 County and District Councillor reports

No report received

### 311.12 Urgent matters received too late for the agenda.

No matters raised.

#### **Suspension of meeting for Public Comments:**

The meeting was not suspended.

### 311.13 Items for future agendas

- Chipping Milestone update on restoration (March/May 2022 agenda) JK
- Revisions to Governance policy documents (Clerk/all) Clerk
- Emergency Plan update (Cllr J Kenyon) JK
- Public Rights of Way FP and definitive Map: update (Cllr J Kenyon/Nicholas Maddex) JK

### 311.14 Date of next Council meeting and Newsletter dates

1. **Calendar of Meetings 2022:** Agreed at the January Meeting
2. **Council Meeting:** Monday 7<sup>th</sup> March 7.30pm, The Manor House, Buntingford: TBC, Clerk
3. **November Newsletter**
  1. Editor: Cllr Aubrey Holt proposed, but agreed to liaise if not possible AH
  2. Deadlines: (i) Final copy to editor: 15<sup>th</sup> February ALL  
(ii) Ok press for printing to Clerk: 18<sup>th</sup> February AH  
(iii) Printed copies 25<sup>th</sup> February. **RESOLVED: 70 copies each for Buckland and Chipping, to be printed by Prontaprint..** Clerk  
(iv) Distribution: By 27<sup>th</sup> February JK/PN

It was noted that 180 copies were printed, which was probably too many. However there was an excessive number of overs after the Buckland delivery and it was questioned whether all copies had been delivered in Chipping. It was agreed to print 140 copies in March and not to order any overs.

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There being no further business, the Vice-Chairman thanked everyone for attending and closed the meeting at 9.47pm.

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

DRAFT