



# Buckland & Chipping Parish Council

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## MEETING No 318 of BUCKLAND & CHIPPING PARISH COUNCIL

### Ordinary Parish Council Meeting

Wednesday 4<sup>th</sup> January 2023 at 7.30pm in The Manor House, Buntingford

To: Cllrs Robert Arkle, Penny Baxter-Newman, Helen Dauris, Aubrey Holt, Jeff Kenyon, Jen Makewell

You are summoned to attend Meeting No 318 to transact the business on this agenda

*Public and press are welcome to attend, although under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, they may be excluded for the discussion of confidential business.*

*Please note that Public participation is not permitted, except during the time designated for public comments.*

Signed: Colin Marks, Proper Officer and Clerk to the Parish Council

Date: 21<sup>st</sup> December 2022

## AGENDA

In accordance with The Openness of Local Government Bodies Regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human Rights Act, the Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.

### 318.01 Apologies for absence

1. Councillors (stating the reason)
2. Other apologies

### 318.02 Declarations of Interest and dispensations

1. To receive declarations of interest from councillors on items on the agenda (*including non-pecuniary, with the nature of the interest*). *Members with a Disclosable Pecuniary Interest (DPI) in any agenda item, whether registered or not, must not participate in any discussion on the matter, cannot vote on the matter and must leave the room whilst any discussion or voting is taking place.*
2. To receive and consider members' written requests for dispensations for declarable interests (if any)

### 318.03 Approval of Minutes: Ordinary Parish Council Meeting 317 14<sup>th</sup> November 2022

### 318.04 Police Report: To receive report from the Rural Safer Neighbourhood Team

### 318.05 Finance

1. To approve the Accounts Statement
2. To approve the reconciliation of the Accounts and Bank Statement
3. To note the 2022/23 budget vs actual performance to date
4. To finalise budget and precept for 2023/24 and 3-year plan, including the Coronation and other events, the demise of the EHC litterpicking grant, and the eco-toilet for the churchyard
5. To approve the list of payments, including Clerk's claim for additional hours.

### 318.06 To consider Parish Clerk vacancy from 1<sup>st</sup> March

### 318.07 PLANNING

1. New Applications: None

**2. Decision Notices:** For information only

**3/22/1751/HH 5 Brookside, Chipping:** Single storey rear extension.

**Awaited**

**3/22/1587/FUL Flint Cottage, Buckland:** Demolish storage buildings; erect 3-bed dwelling.

**Awaited**

**3. Other planning matters or applications received too late for the agenda**

**318.08 Correspondence:** To note the list of correspondence (*list below, for information only*)

**318.09 Parish matters**

1. Highways matters
2. St Andrew's Church and Churchyard:
  1. Working Group matters as raised with the CCT, including lighting: update
  2. St Andrew's war memorials: Update on working group for cleaning/refurbishing
  3. Maintenance of the bridleway to the church: Update
  4. Eco-toilet for the churchyard, with appropriate wheelchair access: update (317.05.80 refers)
  5. To consider requesting permission to erect a storage shed in the churchyard
3. Water Wheel land maintenance: update F Cooper
4. Buckland Common/Back Lane - access by Moat Corner
5. Queen's Green Canopy initiative: Update on planting of trees
6. Contents of Buckland telephone box: update
7. Parish Notice/Information Boards etc: refurbishment update
8. Report of damage to glass in Buckland bus shelter: update
9. The Countryman PH: update on ACV moratorium, 1<sup>st</sup> July to 16<sup>th</sup> December 2022
  1. Update and to ratify the November decision to pay £1,800 to MJD Hughes Ltd for the business survey.
10. EHDC Polling draft polling scheme May 2023 (consultation closes 20<sup>th</sup> January)

**318.10 Events**

To consider events for 2023:

1. To consider risk assessment, regulations and insurance requirements for BBQ and other public events
2. Coronation: Working Group update report
3. Update: late summer event September 2023 (subject to permission to use the field)
4. To consider Fireworks & Bonfire night November 2023: update

**318.11 To receive County and District Councillor reports**

**318.12 Urgent matters** received too late for inclusion on this agenda (for full consideration on the next agenda)

***To consider suspending the Meeting for Public Comments:*** Limited to 15 minutes

**318.13 To note items for future agendas:** And to receive any other items for future consideration:

- Chipping Milestone update on restoration
- Emergency Plan update (Cllr J Kenyon)
- Public Rights of Way FP and definitive Map: update (Cllr J Kenyon/Nicholas Maddex)
- Clearance of footway south of Buckland – *Not anticipated until 2023-24*

**318.14 1. Date of next Ordinary Parish Council Meeting: 7.30pm, Monday 6<sup>th</sup> March, The Manor House, Buntingford**

**2. To note the dates possible for the Annual Parish Council Meeting, May 2023**

**318.15 March Newsletter:** 1. to agree an editor

2. to agree deadlines for
  - (i) Final copy to editor: 13<sup>th</sup> February
  - (ii) ok press for printing: 17<sup>th</sup> February latest
  - (iii) printed copies for distribution: 23<sup>rd</sup> February

Correspondence list for Agenda item 318.08: (*for information only – refer to agenda item for action*)

- EHDC: Draft polling scheme consultation for May 2023 (318.09.10)
- EHDC: Invitation to Holocaust Memorial Day event, 26<sup>th</sup> January
- Barclays: Parish Council information request for bank records
- The Pensions Regulator: Re-declaration deadline 29<sup>th</sup> June 2023