



# Buckland & Chipping Parish Council

Clerk: Colin Marks - Cedar Beth-El, 17 Park Lane, Puckeridge SG11 1RL

Tel: 01920 821684

e mail: clerk@bucklandandchippingpc.org.uk

## MEETING No 271 of BUCKLAND & CHIPPING PARISH COUNCIL

Monday 11th July 2016

Parish Council Members are hereby summoned to attend Buckland & Chipping Parish Council Meeting 271 on Monday 11 July 2016 at St Andrew's Church, Buckland, at 8pm for the purpose of transacting the following business

Public and press are welcome to attend, although 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: 5 July 2016

### AGENDA

- 271.01 Apologies for absence**
  1. Councillors (with the reason)
  2. Other apologies
- 271.02 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 members' written requests for dispensations for declarable interests (if any)
  3. To discuss and vote on any requests for dispensation as appropriate
- 271.03**
  1. To approve and sign Minutes of Annual Parish Council Meeting 269 held on 16th May 2016
  2. To approve and sign Minutes of Parish Council Meeting 270 held on 16th May 2016
  3. To receive draft Minutes of the Annual Parish Meeting held on 16th May 201
- 271.04 Casual Vacancy:** To consider any applications received
- 271.05 Police Report:** To receive report from Hertfordshire Police
- 271.06 To receive Chairman's Report:** For information only
- 271.07 Finance**
  1. To receive and approve the accounts statement (*Appendix A*)
  2. To receive report of the 1st quarter financial position against budget
  3. For a non-signatory member to verify and sign the accounts reconciliation and bank statements
  4. To agree signing of cheques for payment (*Appendix B*) – *to be signed at the end of the meeting*
  5. To receive any report of the Annual Return from the External Auditor (BDO)
- 271.08 PLANNING**
  - 1. New Applications**

NONE		
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  - 2. Decision Notices**

NONE		
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  - 3. Other planning matters or applications received too late for the agenda**
- 271.09 Correspondence:** To receive list of correspondence (*list below, for information only*)

**271.10 Buckland Church**

1. To receive update on progress on CCT items: floor grille, entrance lighting, opening hours, automatic door opening system, permanent display of remembrance.
2. Chemical/compost toilet: update on approval of PCC/Diocese
3. Entrance track improvements: update on Diocese views and HCC Rights of Way Officer
4. Grasscutting: to note additional cuts required due to lush growth this year

**271.11 Telephone kiosks/AED boxes and bus shelter cleaning contract**

1. Update on monthly rota, with signed/dated tick box, to check working order.
2. Update on arrangement for a demonstration on usage of equipment
3. Update on the placement of a notice in each box setting out the steps to take in an emergency.

**271.12 Highways**

1. Missing/broken 40mph sign – Chipping: To consider purchase of new sign (quote obtained by Cllr Jones)
2. Solar speed cameras: update on progress
3. HGV movements along Buckland Road: update

**271.13 Mile Post:** update on re-siting

**271.14 Neighbourhood Plan:**

1. To receive report on present position

**271.15 Water Wheel:** A10/Rectory Close: To consider any update on refurbishment of the Wheel and surrounding ground

**271.16 Village events:**

1. Summer: To agree early September date, finalise format, and consider funding options
2. Bonfire/Fireworks night: To be considered at July PC meeting
  - a. Update on grant application
3. QEII 90<sup>th</sup> Birthday Commemorative medallions: update on distribution to parishioners

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

***Meeting to be resumed***

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

**271.18 Items for future agendas:**

- Pond: Working Group to organise autumn clean-up programme. ***September agenda***
- Gateway feature: Order daffodils for planting in verge (apply for grant?). Flower boxes to be considered if a suitable solution for maintenance and watering can be found. ***September agenda.***
- To receive any other items for future consideration

**271.19 To agree Newsletter deadline and date for the September Parish Council Meeting**

1. Newsletter deadlines
2. September Parish Council meeting

Correspondence list for Agenda item 271.09: (for information only)

- PCC re eco toilet meeting and Back Lane concerns