



Buckland & Chipping Parish Council

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

Tel: 01920 821684

e mail: clerk.bucklandandchippingpc@gmail.com

MEETING No 285 of BUCKLAND & CHIPPING PARISH COUNCIL

Monday 14 May 2018

Parish Council Members are hereby summoned to attend Buckland & Chipping Parish Council Meeting 285 on Monday 14 May 2018 at St Andrew's Church, Buckland following the Annual Parish and Annual Council Meetings (which start at 7pm) for the purpose of transacting the following business

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: 8 May 2018

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.

- 285.01 Apologies for absence**
1. Councillors (with the reason)
 2. Other apologies
- 285.02 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
- 285.03**
1. **To approve and sign Minutes of Ordinary Parish Council Meeting 282, held on 12th March 2018**
 2. **To approve and sign Minutes of Extraordinary Parish Council Planning Meeting 283, 17th April 2018**
- 285.04 Casual Vacancy:** To consider any co-option applications for the two Casual Vacancies
- 285.05 Police Report:** To receive report from the Herts Neighbourhood Crime Team
- 285.06 Chairman's Report:** For information only
- 285.07 Finance**
1. To note the accounts statements for March and April (*Appendices A*)
 2. To approve signing of cheques for payment at the end of the meeting (*Appendix B*)
 3. To receive financial performance against budget at 2017/18 year-end, 31st March
 4.
 1. To note the internal auditor's approval of the Annual accounts for 2017/18
 2. To approve and sign the Annual Governance and Accountability Return (AGAR), 2017/18 Part 2, Sections 1 and 2 (Pages 4, 5 & 6)
 3. To confirm that the Parish Council meets the exemption qualifying criteria and wishes to declare itself exempt from a Limited Assurance Review (External Audit) for 2017/18
 4. Subsequent to a resolution of the above, the Chairman and RFO to sign the Certificate of Exemption

5. To note EHDC New Homes Bonus Expenditure Performance Audit return
6. To note the National Salary award agreement from April 2018 (approx. 2%)

285.08 General Data Protection Regulation (GDPR), to be enacted 25 May: Update

285.09 PLANNING

1. New Applications: NONE

2. Decision Notices:

3/18/0434/OUT Land Adj The Countryman PH, Chipping Outline planning for the erection of 2 no. three bed dwellings and 5 no. four bed dwellings. All matters reserved apart from access and layout *AWAITING DECISION*

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

285.10 Correspondence: To receive list of correspondence (*list below, for information only*)

285.11 Action Plan: To note items below:

1. **Water wheel:** Update on Land Registry.
2. **Buckland kiosk refurbishment:** Update on arrangement and price for contractor to complete refurbishment.

285.12 Events: **1. Summer Event:** to receive report by Cllr Kenyon and Cllr Noy on format options and dates and the production of an advertising flyer.

2. Bonfire and fireworks event: To consider advance planning for Sunday 4th November.

285.13 Highways: 1. 40mph signs painted on road between villages: Update

2. Replacement mirror opposite Brookside, Chipping: Update.

285.14 Registration of Assets of Community Value: Update

285.15 Consultation: To consider responding to unauthorised encampments & development consultation. Deadline 15 June

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

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

285.17 Items for future agendas: To receive any other items for future consideration and:

- Chipping Milestone restoration
- Revisions to Governance policy documents
- Emergency Plan update
- Pond working party programme:

285.18 1. Date of next Parish Council meeting: Monday 2nd July at 7.30pm at St Andrew's Church, Buckland

2. July Newsletter: (1) to agree an editor;
(2) to agree deadlines for **(i)** copy and **(ii)** printing;

Correspondence list for Agenda item 282.10: (for information only)

- EHC: Supply of litter pick bags for Buckland
- LCPAS: GDPR policies, privacy notices and updates
- PKF Littlejohn: audit arrangements and procedure for 2017/18 accounts (AGAR) (285.07.4)
- HAPTC/Oliver Heald MP: Consultation on unauthorised encampments and development (285.15)