



# Buckland & Chipping Parish Council

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## MEETING No 333 of BUCKLAND & CHIPPING PARISH COUNCIL

### Parish Council Meeting

Monday 16th December 2024, 7.30pm at The Manor House, Buntingford

To: Cllrs Robert Arkle (Chair), Penny Baxter-Newman (Vice), Helen Dauris, Jeff Kenyon, Debbie Thompson,

You are summoned to attend Meeting No 333 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.*

C Scott

Mrs C Scott,

Date: 10<sup>th</sup> December 2024

**Clerk to Buckland and Chipping Parish Council**

*To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.*

### 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.

#### 333.1 Apologies for absence

To receive apologies for absence.

#### 333.2 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)
3. To grant any requests for dispensation as appropriate

#### 333.3 Minutes:

1. To confirm the minutes of Buckland and Chipping Parish Council Meeting [331 2<sup>nd</sup> September 2024](#) as an accurate record of proceedings
2. To confirm the minutes of Buckland and Chipping Parish Council Meeting 332 4<sup>th</sup> [November 2024 as an](#) accurate record of proceedings

- 333.4 Reports to the Council**  
To receive reports from representatives on outside bodies, local authorities and agencies
1. Buntingford Area Parish Council Crime Report, [September 2024](#), [October 2024](#), [November 2024](#), [December 2024](#)
- 333.5 Public Comments: Limited to 15 minutes**  
Members of the public and councillors can raise matters of concern.
- 333.6 Policies**
1. [Staffing Committee Terms of Reference](#)
  2. [General Reserves Policy](#)
  3. [Disciplinary Procedure](#)
- 333.7 Planning**  
To receive a planning report on applications and decisions
1. [3/24/1809/FUL](#) – Land at Chipping Hall - **EHDC’s decision to Grant Consent subject to Conditions**
  2. [3/24/1701/LBC](#) – Popeswell rethatching - **EHDC’s decision to Grant Consent subject to Conditions**
  3. [3/24/1480/LBC](#) – Popeswell Kitchen & basement Windows – **EHDC’s decision to Grant Consent subject to Conditions**
  4. [3/24/1529/FUL \(Withdrawn\)](#) & [3/24/1530/LBC](#) – The Countryman, Chipping – awaiting decision
- 333.8 Finance**
1. To note receipt of income
  2. To receive [summary report of receipts and payments against budget](#)
  3. To receive [bank reconciliation](#)
  4. To approve [Asset Register](#)
  5. Unity Trust pre-payment card
  6. To [authorise payments of Invoices made in accordance with the budget](#).
  7. To note WCGA 2.2 compliance (website compliance) – This is now being updated to our back end code to allow full compliance with no cost associated.
  8. Salt bin provision
  9. To approve [budget for 2025-26](#)
- 333.9 Reports from Working Parties and Committees**
1. Harvest Fayre – Update and report from working party
  2. Bonfire Night – Update and report from working party
  3. Staff review date and location to be confirmed
  4. VE Day Celebrations
  5. December Newsletter:
    1. to discuss content
    2. to agree an editor
    3. to agree delivery date as Saturday
- 333.10 To note items for future agendas:** and to receive any other items for future consideration
- 333.11 Date of next Ordinary Parish Council Meeting: 7.30pm, Monday 6<sup>th</sup> January 2025, Manor House, Buntingford**