



Buckland & Chipping Parish Council

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DRAFT MINUTES OF MEETING NO. 227 OF BUCKLAND AND CHIPPING Parish COUNCIL.

HELD ON Monday 4th July 2011 at 8.00pm IN St Andrews Church Buckland
Present:Councillors: J Noades (Chairman) D Hall,Mrs T Harrington, J Jones, and Mrs M Ling,

Also in attendance:Mr D Smith Parish Clerk and 6 Members of the Public

1. To receive apologies for absence. Cllr J Kenyon.
2. To receive Members Declarations of Interest. Cllr Hall would be receiving a cheque.
3. To approve the minutes of Parish Council meeting 226 16th May 2011 and authorise the Chairman to sign them. Item 3 on the minutes was amended to say "as the new planning application was withdrawn". Proposed by Cllr Ling seconded by Cllr Hall that with amendments they were a true record. Agreed. It was agreed that the minutes of the two annual meetings would be agreed at the subsequent annual meetings.
4. Chairman's Report (Information Only). The Chairman had reported to the clerk that tyres had been dumped in the River Rib. This had been reported to the environment agency. The Chairman reported that he was going as a guest of Hertford town Council to Hertford Castle.
5. To approve the Clerk's Contract of Employment. Questions were asked regarding a risk assessment of the clerk's home. The clerk indicated that he did not consider this necessary. The clerk would receive an annual assessment by the Chairman. The clerk to provide a letter for the file relating to his other employment. Proposed by Cllr Jones seconded by Cllr Ling that the contract be agreed. Agreed.
6. Accounts for Payment. The clerk salary and PAYE: the annual fee for the website; the annual electricity for the telephone boxes: and an initial payment to Doug Bowen for grass cutting. These were agreed. The Chairman complemented Doug Bowen for the appearance of the grass in the churchyard. Unanimously agreed.
7. To discuss issues relating to the Newsletter. Cllr Hall commented that it was a good edition. Cllr Ling asked for some copy from members of the public. The Chairman thought more Cllr profiles would make good copy.
8. To discuss issues relating to Herts Highways. The Chairman suggested that he and one other Cllr walk around the villages and make a report to highways. Agreed. The clerk read a letter from Raj Goutam responding to queries raised at the last Council meeting. Cllr Harrington raised the question of speeding. The Chairman said that Sgt Wallace had said he would come to our next meeting. Cllr Ling had cleaned the Chipping telephone box. Cllr Hall would shortly be painting the Buckland telephone box. They then hoped to turn it into a "village history point".
9. To Receive a Police Report. Constable Miller was not in attendance.
- 10.To consider planning applications received, progress reports & decisions. The refusal of the planning application for the Homestead was noted. In future all planning applications would be by e-mail.
- 11.To Discuss Councillor Training. The clerk explained that HAPTC would possibly be delivering new Councillor training locally in week commencing 25th July. The price would be £35 per Cllr. Agreed that councillors Harrington and Ling would attend.
- 12.To Discuss the creation of a Parish Plan. Cllr Harrington asked if there were any plans to produce a Parish Plan. The clerk explained that the first steps was for a Parish Councillor to see if there were villagers willing to serve on a steering group. Once that was in being they would be supported by the Parish Council. The normal procedure was to produce a

questionnaire which would be distributed to all households in the villages. There should be separate questionnaires for adults and children. These would then be collected by members of the working party, collated and a preliminary plan produced. This would then be shown to villagers at some form of open forum. Any comments from the forum would be incorporated into the final draft of the Parish Plan. This would be presented to the Parish Council for adoption. There would normally be grants available for the costs of producing the questionnaire and the final Plan. Agreed that Cllr Harrington write an article for the newsletter. Standing orders were suspended. Sue Simmons suggested posters at the forthcoming village event. Standing orders were resumed.

13. To Discuss Health and Safety issues with Parish Equipment. Cllr Harrington asked if the village seats notice boards etc were checked for Health and Safety issues. Agreed that when councillors Jones and Noades did the village walk they would inspect village equipment. The clerk to contact a handyman from Therfield to discuss the maintenance of village equipment.

14. To discuss issues relating to the Parish Web Site. Cllr Jones requested more content. This item not to be on the agenda as a matter of course.

15. To discuss Village Events. The event around Buckland Church on Sunday the 24th was discussed. There would be the usual bookstalls and games in addition to the dog show. Proposed by Cllr Jones seconded by Cllr Harrington that the usual donation of £75 be made. Agreed

16. To Discuss the circulation of Council minutes. Cllr Hall noted that all draft minutes were now watermarked as such. The clerk said that the minutes were circulated to the District and County councillors, the police and the vicar. Noted.

17. To invite Members of the Public to address the meeting. The issue of traffic speeding in the villages was raised. Sue Simmons said we needed to see the police report. Vehicle Actuated Signs were discussed. These were felt to be too expensive to provide. It was explained that Highways had instigated the 40 mile per hour zone between the two villages. The issue of lorries speeding on the Barkway Lane was raised. It was felt there was a need for a speed limit on this section of road. It was agreed to raise the subject of the Metropolitan police using our section of the A10 as a training ground with the police at the next meeting. County Councillor Jane Pitman said some villages had raised the money for the vehicle actuated signs themselves. Speeding was an issue in almost every area she represented. Most of her villages either had or were working towards a Parish plan. She said how it raised expectations within the village, involved people in village life particularly young people.

18. To note correspondence received. A consultation regarding school buses was about to take place. A notice had been placed on the noticeboards. It was agreed to support a town Council in Suffolk in their attempt to improve town and Parish councils ability to influence planning applications.

19. To receive matters for report and or referral to next agenda. The Queen's Diamond Jubilee celebration. The route of the Olympic torch.

20. To resolve under the provisions of the Public Bodies (Admission to Meetings) Act 1960 that the public be excluded from the meeting for item No.21 on the agenda because publicity would be prejudicial to the public interest by reason of possible commercial conflict. Agreed.

21. Confidential Matters. Proposed by Cllr Jones seconded by Cllr Hall that the subject was not a matter for the Parish Council. Agreed

22. To agree date of next meeting. Sept 19th, 2011. Agreed.

The meeting closed at 9:40 PM