



Buckland & Chipping Parish Council

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

Tel: 01920 821684

email: clerk@bucklandandchippingpc.org.uk

MINUTES OF BUCKLAND & CHIPPING PARISH COUNCIL MEETING No. 268 Monday 14th March 2016 at 8pm in The Manor House, Buntingford

PRESENT: Cllr Jeff Kenyon, Chairman, (JK); Cllr T Harrington (TH); Cllr Jeff Jones (JJ);
Cllr Jason Noy (JN)

- Public: Police Sgt Duncan Wallace
- Clerk: Colin Marks, Clerk to Buckland & Chipping Parish Council

The Chairman welcomed everyone and opened Parish Council Meeting 268 at 8pm

- 268.01 Apologies for absence** **ACTION**
1. Councillors: Cllr Mell Trewin
2. Other apologies: None
- Cllr Jones reported that Eileen Bavister had died. She was at one time a member of the Council and her husband had been the Clerk. A minute's silence was observed. It was agreed to send a wreath once the arrangements were known. **JK/JJ**
- 268.02 Declarations of Interest and dispensations**
1. **Interests:** None
2. **Receipt of written requests for dispensations:** None
3. **Consideration of requests for dispensations:** None
- 268.03 Minutes of Parish Council Meeting 267 held on 18th January 2016**
No amendments were received and it was **RESOLVED to approve the Minutes of Parish Council Meeting 267 as a true and accurate record.** The Chairman signed the Minutes. **JK/Clerk**
- 268.04 Casual Vacancy**
No applications received. Fresh notices were on the boards and a notice was in the Newsletter. **Clerk/JJ**
- 268.05 Police Report:**
Sgt Wallace said that with 42 parishes scattered over a wide rural area, the ability to visit each parish even once a year with the limited number of officers available presented a formidable problem. Operation Stomp has been a successful means of raising crime awareness. Recorded crime in East Herts as a whole was up 12% on the year to date, although it is unclear at the moment whether this is simply due to the government having changed the way crime is recorded. Recorded crime in Buntingford was up 11%, although this is the only area in East Herts where the detection rate is also up.
No reported crime in Chipping this year to date, against one this time last year. There have been six recorded incidents in Buckland, five of which concern a very unfortunate situation in one household; the figure is due to the way crime is recorded. This is being carefully monitored. There was also an incident involving a dog and a goose.
Reports involving off-road vehicles remains a problem, as does hare coursing, but the police continue to have some success in apprehending those involved. Hare coursing should be reported on 999 if it is seen to be in progress, or on 101 if it has been observed but participants have left the scene.
Reported incidents of fly-tipping are increasing across the whole district.

There was a discussion on the present status of Back Lane and implications of the request to re-designate it as a Restricted By-Way. Also the potential implications for vehicular access to the church.

The Chairman thanked Sgt Wallace for attending and for giving his report.

268.06 Chairman's report:
None

268.07 Finance

1. Accounts

The Clerk presented accounts covering the period 1st January to 29th February 2016

Accounts summary 1st January to 29th February:	£
Opening bank balance 1 January	21,077.97
Income 1 Jan to 29 Feb	0.00
Expenditure 1 Jan to 29 Feb	<u>304.19</u>
	20,773.78
Minus previous month's cheques	<u>83.40</u>
Reconciled to bank statement 165 29 Feb	20,690.38
Minus unpresented Nov/Dec cheques	<u>50.00</u>
Written off 2014 cheque £108 and 2014 £700 error	
Balance available to Council 29 Feb	<u>20,640.38</u>

It was proposed, seconded and unanimously **RESOLVED to accept the accounts statement.**

Clerk

2. Current financial position against budget

The Clerk presented the financial forecast based on the available balance at 29th February and taking into account the March expenditure as at 14th March of £1,731.99 and the VAT reclaim of £532.15. The bank balance at 31st March 2016 was therefore projected to be £19,440 against a budgeted balance of £16,807. Actual income against budget was up by £2,601 and expenditure was down by £536, a positive performance total of £3,137 in the year. It was noted that two years' payments received for the solar farm amounted to £4,005. It was unanimously **RESOLVED to accept the current financial position and forecast, and the financial performance against budget.**

Clerk

3. Verification of bank reconciliation

A non-signatory council member was not present to verify and sign the reconciliation.

4. Signing of cheques for payment

14/03/16	Graphix Ltd	Kiosk signs	125.52	100671	LGA 1972 s144
14/03/16	East Herts Council	Dog waste bin contract	751.54	100672	OSA 1906 s10(b)
14/03/16	S Hall	Litter Buckland Feb/Mar	150.00	100673	OSA 1906 ss9, 10
14/03/16	Thirsk Comm Care	Payroll services 2015/16	46.95	100674	LGA 1972 s111
14/03/16	Clerk	Salary Jan-March	333.51	100675	LGA 1972 ss112, 151; LA 2011 s41
14/03/16	Clerk	Expenses mileage/phone	35.22	100676	LGA 1972 s111
14/03/16	M Webb	Bus shelters & kiosks Feb	80.00	100677	LGA 1972 s144; LG(MP)A ¹ 1953s7
14/03/16	J Jones reimburse	Printer ink newsletter	95.85	100678	LGA 1972 s111
14/03/16	HMRC	PAYE Jan-Mar	83.40	100679	LGA 1972 ss112, 151; LA 2011 s41
14/03/16	Clerk	Printer ink office	30.00	100680	LGA 1972 s111
14/03/16	Hormead PC	SLCC (1/3 rd cost)	5.67	100681	LGA 1972 s111
		VAT included: £162.16			

Following a proposal and second, it was unanimously **RESOLVED to approve the signing of the cheques as presented.** The cheques were signed at the end of the meeting.

Clerk

- It was **RESOLVED to pay M Webb £80, six times a year, to clean the bus shelters and kiosks.** Clerk
- It was agreed that Cllr Harrington would clear the Buckland kiosk of one box of books to avoid any hindrance to AED users. TH

268.08 Planning

1. New Planning Applications: NONE

2. Decision Notices:

3/15/2460/HH 11 The Square, Chipping: Side ground floor and first floor extension; porch to front door. **GRANTED**

3. Other Planning matters: NONE

268.09 Correspondence: for information only and was noted as per the agenda:

- QEII 90th Birthday celebration and commemorative medal (268.18)
- Julian Thornton (Rights of Way Officer): Notice of request to designate Back Lane a Public Restricted By-Way (268.10.3)
- EHAPTC, Nigel Cox: Notice of May meeting with Cllr L Haysey

268.10 Buckland Church

- 1. CCT items.** No progress. Clerk to follow up grille situation with CCT Clerk
- 2. Eco toilet:** No further progress. Clerk to arrange a site meeting with PCC Clerk
- 3. Back Lane designation:** No further progress on clarification (discussed with Sgt Wallace earlier – minute 268.05). Regarding reclassification request, Clerk to check present classification with Definitive Rights of Way Officer. Also to explore with Church Warden the implications of possible restriction of vehicular access to the church and consequent parking problems if re-classified. Clerk

268.11 Telephone kiosks/AED boxes and bus shelters: update

1. Buckland kiosk: No volunteer has come forward to paint it. Clerk to check possible cost with local handyman. Paint will be supplied by the PC. Clerk
2. Simple tick-chart for each kiosk to indicate monthly rota inspection undertaken - to be set up by Cllr Harrington from wording provided by Cllr Jones. Clerk will undertake an inspection when doing notice boards – ie 6 times a year – and councillors to take it in turns to inspect for the other 6 months. JJ/TH Clerk
3. Clerk to check annual electricity usage with E.ON ALL Clerk
4. Demonstration of use of equipment to be done one evening in the summer. May agenda. Clerk
5. Simple notice of basic instruction to be created on the first steps to take in an emergency; this to be in each kiosk and also printed in the Newsletter. TH to set from JJ wording. JJ/TH
6. Wording for the Chipping kiosk plaque for Jean Zabel was **RESOLVED:** “In memory of Mrs Jean Zabel of Chipping, who took great care of this kiosk”. Approximately 5” x 3” (as appropriate for number of words). Black with gold lettering. Cllr Kenyon to arrange. JK

Kiosks now being cleaned bi-monthly together with the bus shelters (see minute 268.7.4)

268.12 Pond maintenance working group

No progress. No work can be done now until the autumn when the birds have finished breeding. JK/JN/Clerk

268.13 Highways

- **HGV movements along Barkway Road:** Nothing to report
- **Damaged Chipping 40mph sign:** Not yet fixed (ref 201007502747). Clerk to follow up. Cllr Jones said this was a non-starter on Highways’ priority list and suggested raising it with County Cllr Cheswright to see if she would fund it from her Highways Locality Budget. Clerk

268.14 Milestone 34

No progress reported

268.15	Buntingford Community Area Neighbourhood Plan The Plan is still between BTC and EHC. The Parish requires an update on progress. Three B&C Parish councillors are members of the Working Party and yet are completely in the dark, having received absolutely no word on what is happening.	JK/JN/TH
268.16	Water Wheel There was a discussion on refurbishing/painting the wheel and levelling the surrounding ground so that it could be easily maintained. Cllr Jones said that as it is a listed monument, any repainting would have to be done with the approval of EHC's Listed Monuments authority. Also, that since the surrounding plot of land does not belong to the Parish Council, it has no right to touch the land or to spend public money on it, especially since ownership of the land is unknown. This argument was debated. It seemed a pity that an important parish monument should be neglected for want of official approval when a parishioner had volunteered to maintain it. It was agreed that Cllr Jones would attempt to ascertain ownership with EHC Listed Monuments and also ownership of the land through either EHC or Highways. Nothing to be undertaken until these facts are known.	JJ
268.17	Gateway Feature It was agreed to check with Highways whether planters could be suspended above the ground between the posts supporting the village name signs. It was acknowledged there could be problems if plants grew too tall and obscured the sign. Verge maintenance could still cause a problem. Making bespoke containers that were suitable could be expensive – Cllr Noy to investigate further. The problem of maintenance – particularly watering in summer - would still be an issue. It was suggested that daffodils be planted in the verge. To be considered on the September agenda.	Clerk JN Clerk
268.18	Village Events <ul style="list-style-type: none"> • Summer: It was considered that the summer event could be held at the Countryman, subject to the landlord's agreement. For maximum attraction, the format should be more like a fête than a BBQ. To avoid conflicting with other local events and holidays, a date in early September would be most suitable. Date and funding to be agreed at the May PC meeting. • Bonfire night: After discussion, it was agreed that this should be held on 5th November. EHC grant funding could be sought for either the summer or autumn event, but not for both. A Locality Budget grant from the County Cllr might be possible. • It was agreed to not put on a Christmas event. Cllr Jones, in his District Councillor capacity, would again be organising a senior citizens lunch in Buntingford to which eligible B&C parishioners would be invited. • The presenting of a QEII 90th birthday commemorative medallion to every child in the parish was discussed. It was RESOLVED to order 50 medals at £1.99 each. The number of qualifying children to be checked by Cllr Jones and Cllr Kenyon. 	ALL All JJ Clerk JJ/JK
	<i>Suspension of meeting for parishioners' comments</i> <i>No members of the public were present</i>	
268.19	Urgent matters received too late for the agenda: <ul style="list-style-type: none"> • An incident was reported in Buckland involving geese being attacked by a dog that was off its lead. The dog entered the garden of Malyon and attacked the geese that were by the village pond. An injured goose was taken to the vet but has unfortunately since died. Cllr Kenyon is in contact with the owner who may be writing a report for the Newsletter - Cllr Kenyon/Cllr Jones to assume editorial responsibility. A note also to be included the Newsletter advising dog-owners of their responsibility to keep dogs under control at all times, especially near residential properties and wildlife. Rights of Way Officer Julian Thornton also to be contacted. 	JK JK/JJ JK
268.20	Items for future agendas <ul style="list-style-type: none"> • Arrange demonstration of AED equipment for one evening in summer - May Agenda • To arrange details of the village summer event in September - May agenda • To organise Bonfire/fireworks night, 5th November - July agenda • Pond maintenance programme – September agenda • Planting daffodils in the verge at the entrances to the villages – September agenda • To receive any other items for future consideration 	Clerk Clerk Clerk Clerk/JK ALL ALL

268.21 Newsletter deadline and date and venue of May meetings

- Annual Meeting of the Parish: Monday 16th May, 7.30pm, Buckland Church
- Annual Parish Council Meeting: Monday 16th May, following the Annual Meeting of the Parish
- May ordinary Council Meeting: Monday 16th May, following the Annual Council Meeting
- Newsletter: It was agreed that the deadline for copy would be 24th April, for printing by 5th May, and distribution on the weekend of 6th May. Cllr Jones to print, since he has purchased the ink.

**ALL
JJ**

The Chairman thanked everyone for attending and closed the meeting at 10.47pm.

Signed.....Date.....