



Buckland & Chipping Parish Council

Clerk: Colin Marks

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MINUTES OF BUCKLAND & CHIPPING PARISH COUNCIL MEETING No. 294 8th July 2019, 7.30pm, St Andrew's Church, Buckland

Cllr Jeff Kenyon (Chair) (JK) *

Cllr Penny Newman (PN)*

Cllr Teresa Harrington (TH) *

Cllr Jason Noy (JN)

Cllr Jennifer Makewell (JM)

* Denotes present

Also present: 1 member of the public

Clerk: Colin Marks, Clerk to Buckland & Chipping Parish Council

The Chairman welcomed everyone and opened the meeting at 7.30pm.

ACTION

294.01 Apologies for absence

1. Councillors: None received
2. Other apologies: Cllr Jeff Jones, Cllr Stan Bull, Sgt Duncan Wallace

294.02 Declarations of Interest and dispensations: None

294.03 Minutes of Meetings held on 13th May 2019

1. It was unanimously **RESOLVED to approve the Minutes of the Annual Parish Council Meeting 292 held on 13th May 2019 as a true and accurate record.** The Chairman signed the Minutes. **Clerk**
2. It was unanimously **RESOLVED to approve the Minutes of the Ordinary Parish Council Meeting 293 held on 13th May 2019 as a true and accurate record.** The Chairman signed the Minutes. **Clerk**
3. **Draft Minutes of the Annual Meeting of the Parish** held on 13th May 2019 were received and agreed as an accurate record. To be approved by parishioners attending the Annual Meeting of the Parish in May 2020. **Clerk**

294.04 Police Report

The Chairman read a report for 1st May to 7th July submitted by PCSO Aaron Pender:

On the 15/05/19 there was a suspicious male walking around farm outbuildings in Buckland. The male was disturbed by farmworkers and left on a push bike after being challenged. This was recorded as an attempted burglary due to the farm owner believing the male was there to steal.

Between 20/06/19 and 21/06/19 a theft has occurred in Chipping where a Table, four seats and a statue were stolen from the garden of a property.

The Chairman also noted that a suspicious person was seen in Chipping on 26th June, together with a van that was photographed. Reported to the police.

It was also noted that this very evening, the bonfire that has been built on the Common was lit, resulting in two fire engines attending. Building a bonfire is a magnet for this type of incident which is a fire hazard for nearby properties, especially if the wind is in the wrong direction. It was therefore agreed to put a request in the next Newsletter asking residents not to build a fire in advance of the Bonfire Night event. **TH**

294.05 Chairman's report

The Chairman said he had attended the reception at Buntingford Town Council in June. He also reported that the telephone lines for high speed broadband have been set up in Chipping, with

switching anticipated within the next two months. There was no specific information regarding hsb in Buckland.

294.06

Finance

1. Accounts

Accounts summary 1 April to 30 June (First Quarter)	£
Opening bank balance 1 April	16,217.45
Income 1 April to 30 June	3,208.83
Expenditure 1 April to 30 June	2,361.40
Minus previous months' presented cheques	<u>0.00</u>
Available balance (cashbook) 30 June	17,064.88
Plus unpresented March cheque 900	<u>102.40</u>
Reconciled bank balance 30 June	<u>17,167.28</u>

It was unanimously **RESOLVED to accept and approve the April-June (First Quarter) Accounts Statement.** Clerk

2. Cllr Baxter-Newman, as a non-signatory member, signed the accounts sheet and bank statement to verify reconciliation.

3. Budget vs Actual performance 1 April to 30 June (First Quarter)

The Clerk provided an itemised statement of the budget vs actual financial position at 30th June 2019. Both income and expenditure are broadly in line with the budget. There is a £50 petty cash float.

It was unanimously **RESOLVED to accept the financial statement.**

4. Approval / ratification and signing of cheques for payment

All expenditure made under the General Power of Competence

Date	Payee	Item	£	Chq
14/6	Clerk	Salary April to June	410.45	899
14/6	HMRC	PAYE 1 st Quarter, April -June	102.40	900
8/7	Clerk reimburse	Cartridge Monkey printer ink	103.12	901
8/7	Clerk	Mileage etc May/June	26.55	902
8/7	Clerk petty cash	Petty cash May/June	24.82	903
8/7	M Webb	Bus shelters & kiosks 3 of 6 May/June	80.00	904
8/7	S Hall	Litterpick June/July	150.00	905
8/7	Widford Parish Council	Reimburse 1/3 rd Clerk's Training	40.00	906
		Recoverable VAT included	17.18	

It was **RESOLVED to approve the payments as listed.** Clerk

5. **Clerk's Leadership Training Day, 17th July:** This was noted and it was agreed to reimburse Widford Parish Council £40, being 1/3rd of the shared cost. Clerk

294.07

PLANNING

1. **New Planning Applications:** NONE

2. **Decision Notices**

3/19/0640/HH Green Gates, Whitely Lane: Replacement conservatory. *DECISION AWAITED*

3/19/0948/LBC Popeswell, Chipping: Erect summer house in rear garden. EH Planning determined that *NO PERMISSION was necessary* (EHC Planning portal).

3. **Other planning matters, including late applications received:** NONE

294.08

Correspondence – noted as per the agenda, for information only.

- EHC: Notification of Consultation SCI and Retail Frontages, 20 June to 1 August

294.09

Action Plan:

1. **Water wheel:** In view of the lack of progress, the Clerk was asked to contact MP Oliver Heald to enlist his support to chivvy Land Registry, or to consider reporting to the appropriate ombudsman. Clerk

2. **Buckland kiosk refurbishment:** On going attempt to find a contractor. Cllr Penny Newman to check again with her contact. Advertise for someone in the Newsletter. **PN Editor**

294.10 Parish matters

1. **Chipping Milestone.** The Chairman reported that he had met with Rod Taylor about the proposed Heritage Way and that Rod Taylor is interested in getting ahead with repairing the milestone. RT is checking with the Milestone Society and HCC to see what grants might be available. **JK**
2. **Churchyard.** Compost heap location: Ongoing between the Chairman and the PCC.
3. **Public Rights of Way in the Parish and the Definitive Map.** Ongoing between the Chairman and the Public Rights of Way officer. **JK**
4. **Buckland Common.** There was a discussion about the pond being very overgrown in need of clearance. It was agreed there might be grants available from nature trusts etc. Cllr Newman said she knows the Common Warden at Sandon where they have a similar situation and that she would make enquiries about how they do it. If no voluntary organisation can be found, the Parish Council may have to consider a contractor. **PN**
- It was agreed to ask Suzanne Hodge whether she could arrange for the hedge adjacent to the Common/pond to be cut. **Clerk**
 - The Clerk reported that Acer will not continue with the cutting contract beyond this year. He has offered to recommend another company to quote for the contract. Tenders for the contract to be drawn up. **Clerk**
5. **Highways.** TRO13213 closure of Whitely Lane was noted.

294.11 Events

1. **Summer event:** It was agreed to re-schedule the event for Saturday 14th September to avoid clashing with the Buntingford Car Show. Cllr Noy's barn will not be available and therefore an alternative venue will have to be found. It was agreed that the Clerk contact Suzanne Hodge to see if her barn that was used for the Jubilee could be used again for the venue. Cllr Newman to contact a Ceilidh band and to liaise with Cllr Makewell about the possibility of a dog show. **Clerk PN PN/JM**
2. **Bonfire/Fireworks night:** It was agreed to hold this on Friday 1st November. Since there is no budget, it will have to be self-funding. Attendees will be able to bring their own rockets (but no other sort of fireworks) which must be given to the team who will be lighting them. Morris Dancers were considered, but they will charge a fee. Cllr Newman to check with her contacts. **PN**
- Cllr Noy to advise on the possibility of organising a self-funding bar and BBQ. **JN**
 - To be advertised in the September newsletter, with instructions about bringing your own fireworks. **JK**

294.12 Urgent matters received too late for the agenda: NONE

Public Comments

The member of public in attendance had no comments to raise and the meeting was therefore not suspended.

294.13 Items for future agendas:

- Grass cutting contract for 2020 (September meeting)
- Revisions to Governance policy documents (Clerk/all)
- Emergency Plan update (Cllr J Kenyon)
- Pond area working party programme (Cllr J Kenyon)
- Budget and Precept (Clerk for November meeting)
- Eco-toilet: November 2020 meeting (budget)

294.14 1. Dates for remaining 2019 meetings

The January Meeting date was discussed. Since the Chairman might be away later in January, Cllr Harrington said she thought it is important that he is present at the January meeting **Clerk**

because there is no Vice-Chair. It was therefore agreed that the Council will meet on 6th January. The Clerk said that it is important that the full Council considers the budget and precept, normally finalised in January, and that they could be tabled and decided in principle at the November Meeting. This was agreed.

Clerk

2. Date of next Parish Council meeting

Agreed: Monday 2nd September at 7.30pm in St Andrew's Church, Buckland

Clerk/JK

3. September Newsletter. The following were agreed:

1. **Editor:** Cllr Teresa Harrington.
2. **Deadlines: (i)** Copy to editor: by 16th August
(ii) OK Press 21st August; printed copies 22nd/23rd August

TH
TH/Clerk
Clerk/TH

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8.55pm.

Signed.....**Dated**.....