



# Buckland & Chipping Parish Council

Clerk: Colin Marks

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## MINUTES OF BUCKLAND & CHIPPING PARISH COUNCIL MEETING No. 295

Monday 2nd September 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**

### 295.01 Apologies for absence

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

### 295.02 Declarations of Interest and dispensations: None

### 295.03 Minutes of Meeting 295 held on 8th July 2019

It was unanimously **RESOLVED to approve the Minutes of Ordinary Parish Council Meeting 294 held on 8th July 2019 as a true and accurate record.** The Chairman signed the Minutes.

Clerk

### 295.04 Police Report

The Chairman read a report for 1<sup>st</sup> July to 2<sup>nd</sup> September submitted by Sgt Duncan Wallace:

*On 9<sup>th</sup> July, two vehicles were targeted, parked at the roadside in Hillview, Buckland. One vehicle had tools removed, the other had a window broken but nothing apparently taken. These offences are currently being investigated by our central squad as suspects have been arrested for a large number of similar offences across the county over several days.*

*On 17/08 A vehicle has driven across freshly sown oilseed rape on land farmed by Mr Hodge resulting in damage. The activity is consistent with hare coursing after the hours of darkness.*

*These are the only crimes currently recorded for the period.*

### 295.05 Chairman's report

The Chairman said that Openreach are currently putting down the new broadband cable in Chipping. BT are also working in Buckland but it is not known for what purpose.

The Chairman also reported that the Clerk had advised the Council that he has now left Hormead Parish Council and joined Thundridge as the Parish Clerk. The number of hours involved are virtually the same.

### 295.06 Finance

#### 1. Accounts

<b>Accounts summary 1 July to 21 August</b>	<b>£</b>
<b>Opening bank balance 1 July</b>	<b>17,167.28</b>
Income 1 July to 21 August	959.00
Expenditure 1 July to 21 August	474.49
Minus previous months' presented cheque 900	<u>102.40</u>
<b>Available balance (cashbook) 21 August</b>	<b>17,549.39</b>
Plus unpresented cheques	<u>0.00</u>
<b>Reconciled bank balance 21 August</b>	<b><u>17,549.39</u></b>

It was unanimously **RESOLVED to accept and approve the 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 July to 21 August**

The Clerk provided an itemised statement of the budget vs actual financial position at 21<sup>st</sup> August 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
19/8	Clerk	Correcting 1 <sup>st</sup> July transfer error	50.00	907
2/9	EHC	Annual dog bin contract	810.19	908
2/9	Acer (S Edwards)	Grass cuts 5, 6 & 7	600.00	909
2/9	EHC	Uncontested election charge	51.15	910
2/9	M Webb	Bus shelters & kiosks 4 of 6 July/August	80.00	911
2/9	S Hall	Litterpick August/September	150.00	912
2/9	P Brownless	Litterpick Chipping 2019/20	900.00	913
2/9	Clerk	Mileage etc July/August	32.85	914
2/9	Clerk petty cash	Petty cash July/August	9.40	915
2/9	Widford Parish Council	Reimburse 1/4 <sup>th</sup> training cost*	12.50	916
2/9	Clerk	Salary July to Sept	410.25	917
2/9	HMRC	PAYE 2nd Quarter, July-Sept	102.60	918
		<b>Recoverable VAT included</b>	<b>135.03</b>	

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

Clerk

**5. Clerk's Legal Training Day, 19<sup>th</sup> September:** This was noted and it was agreed to reimburse Widford Parish Council £12.50, being 1/4<sup>th</sup> of the shared cost\*.

Clerk

**295.07 PLANNING**

1. **New Planning Applications:** NONE

2. **Decision Notices**

**3/19/1254/HH Popeswell, Chipping:** Erect summer house in rear garden. **GRANTED**

**3/18/1984/FUL Chipping House** Erect 2 no. 4-bed dwellings **APPEAL UPHeld**

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

**295.08 Correspondence** – noted as per the agenda, for information only:

- Suzanne Hodge (Liddell): Safety concerns raised about children playing in Buckland Bury farmyard.

It was agreed to put a cautionary note in the Newsletter.

JK

**295.09 Action Plan:**

1. **Buckland kiosk refurbishment:** On going attempt to find a contractor. Advertise for someone in the Newsletter otherwise will go out to tender.

PN/JK

2. **Water Wheel Land Registry:** Ongoing

Clerk

**295.10 Parish matters**

1. **Buckland Common: hedge trimming.** Cllr Baxter-Newman has spoken to Suzanne Hodge who has agreed to cut the hedge and brambles and remove the trimmings, including around the pond. This to be done after harvest is finished and the Parish Council are to help. It was agreed that the two best dates are 1) Sat 26<sup>th</sup> October, or 2) Sun 20<sup>th</sup> October. Cllr Newman to confirm.

PN

2. **Highways.**

- It was noted that the SIDs are not accurate and sometime pick up the speed of vehicles travelling in the opposite direction.
- It was noted that the Met police are using local roads for high-speed training.

**3. Grass cutting contract.**

The contact for a replacement contractor has not materialised and therefore companies will be sought for tendering. Other local parishes might provide contacts. The Clerk and councillors Kenyon and Baxter-Newman to consider possibilities.

Clerk/JK/  
PN

**295.11 Events**

**1. Summer 2019 event:** Noted that this had been cancelled due to suitable location and timing problems.

**2. Bonfire/Fireworks night, Friday 1<sup>st</sup> November.**

Clerk

- It was agreed to spend £150 for fireworks, despite there being no budget.
- The Chairman to check on who might be available to light the fireworks.
- The Chairman to check on whether Cllr Jeff Jones will oversee the bonfire.
- The Chairman and Clerk to check whether Cllr Jones will support with a Locality Budget grant.
- The Chairman to check the bar arrangements with Cllr Noy.

JK

JK

JK/Clerk

JK/JN

**3. Summer 2020 event:**

- It was agreed to plan early for this and it was suggested to hold it in June.
- The Chairman to check with The Countryman landlord whether the pub could be used as a venue.
- The state of the ground to be checked to see if suitable for possible Morris Dancers.
- Also to be checked if suitable for a ceilidh.

JK

PN

PN

**295.12 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.*

**295.13 Items for future agendas:**

- Revisions to Governance policy documents (Clerk/all)
- Emergency Plan update (Cllr J Kenyon)
- Pond area working party programme – covered in 295.10.1 above
- Eco-toilet: January 2020 meeting (budget)
- 2020 Summer event – covered in 295.11.3 above
- Water Wheel – with Land Registry (Action Plan): Clerk to consider asking Oliver heal MP to intervene.
- Chipping Milestone: Update on restoration and repositioning possibilities
- Churchyard: Compost heap location, removal/disposal of plastics etc: update (Cllr J Kenyon)
- Public Rights of Way: Definitive map of PRoW and other footpaths: update Julian Thornton (Cllr J Kenyon)
- AED: Check on servicing, batteries, replacement pads (and is Cllr Jeff Jones still checking).

Clerk

JK

JK

JK

**295.14 1. Date of next Parish Council meeting**

Monday 4<sup>th</sup> November at 7.30pm in The Manor House, Buntingford

**2. November Newsletter.** The following were agreed:

- 1. Editor:** Cllr Jeff Kenyon
- 2. Deadlines: (i)** Copy to editor: by 17<sup>th</sup> October  
**(ii)** OK Press 24<sup>th</sup> October; printed copies 25<sup>th</sup> October

JK

TH/Clerk  
Clerk/JK

**3. Meetings for January and March.** At 7.30pm in The Manor House, Buntingford. The following were agreed:

Monday 13<sup>th</sup> January  
Monday 9<sup>th</sup> March

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.13pm.

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