



# Buckland & Chipping Parish Council

Clerk: Colin Marks

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## MINUTES OF BUCKLAND & CHIPPING PARISH COUNCIL MEETING No. 298

Monday 13th January 2020, 7.30pm, The Manor House, Buntingford

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: PCSO Paul Dearman, County & District Cllr Jeff Jones, Cllr Stan Bull, and one other member of the public

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

**298.01** The meeting opened at 7.30pm. In the absence of Chairman Cllr Jeff Kenyon, Cllr Jen Makewell was duly elected as Chair for the meeting. **ACTION**

**298.02 Apologies for absence**

1. Councillors: Cllr Jeff Kenyon – away (accepted by the Council)
2. Other apologies: None

**298.03 Declarations of Interest and dispensations**

1. Cllr Jason Noy declared a pecuniary interest in planning application 3/19/2596/FUL for land at Chipping Hall Farm
2. Dispensation requests: None
3. Dispensation decisions: None

**298.04 Minutes of Meeting 297 held on 4th November 2019**

It was unanimously **RESOLVED to approve the Minutes of Ordinary Parish Council Meeting 297 held on 4<sup>th</sup> November 2019 as a true and accurate record.** The Chairman signed the Minutes. **Clerk**

Re the AEDs, Cllr Teresa Harrington asked the Clerk to clarify with Rod Taylor the position on them being regularly serviced. **Clerk**

**Comments:** Re the closing of The Orchard Surgery, it was noted that this is going ahead. Cllr Jeff Jones confirmed he is still pushing with the CCG and talking to HCC in an effort to get the best possible outcome for a replacement Health Centre facility at the Nevetts site, although nothing is agreed. HCC- owners of the site - are required to get the best value for money. There is much disquiet about the abject application for Section 106 money and whether any is going towards the Buntingford Surgery. There was negligence in only applying for S106 for one development out of the five possible. HCC Health Scrutiny Committee will be asked to justify the mis-management. Cllr Jones said he had met with Buntingford GP partners who said they believed they could cope with the increase resulting from The Orchard closure, but it would be at the expense of other services, eg midwives, etc.

**298.05 Police Report**

PCSO Paul Dearman introduced himself as the newly appointed PCSO to the East Herts Rural Team. He gave the following summary of recent recorded incidents in the last quarter:

- 2 x deer collisions on the A10
- 1 x incident of glass in the road from a recycling bin
- 1 x incident of road rage
- 1 x single car RTC
- 1 x Domestic incident
- 2 x ASB incidents
- 1 x Hare coursing crime in Buckland

Re Neighbourhood Watch: 20 addresses registered in Buckland and 25 registered in Chipping. There were no specific messages for the Parish. There were general messages concerning keyless car thefts and telephone scams claiming to be from the police or EE.

The new ECHO reporting platform is being promoted as a means of informing the police about general concerns and issues; it is essentially community police fact gathering in the digital age. It was noted that ECHO is not for reporting crime – that should continue to be via 101.

PCSO Dearman left the meeting at 8pm; the Chairman thanked him for attending.

**298.06 Chairman’s report:** No report given, although Cllr Makewell said she has been accepted to participate on the next series of the GBBO.

**298.07 Finance**

**1. Accounts**

<b>Accounts summary 1 November to 31 December</b>	<b>£</b>
<b>Opening bank balance 1 November</b>	<b>19,644.05</b>
Income 1 November to 31 December	0.00
Expenditure 1 November to 31 December	2,387.68
Minus previous months’ presented cheques	<u>0.00</u>
<b>Available balance (cashbook) 31 December</b>	<b>17,256.37</b>
Plus unpresented cheque 931	<u>102.60</u>
<b>Reconciled bank balance 31 December</b>	<b><u>17,358.97</u></b>

It was unanimously **RESOLVED to accept and approve the Accounts Statement.**

**Clerk**

**2.** Cllr Jason Noy signed the accounts sheet and bank statement to verify reconciliation.

**3. Budget vs Actual performance to 28 October**

The Clerk provided an itemised statement of the budget vs actual financial position at 31<sup>st</sup> December 2019, and projected figures to the end of the financial year. Both income and expenditure are broadly in line with the budget. The main differences projected are the budget of £600 for election contingencies which only cost £51 for the uncontested election in May. There was no budget for Events which cost £250 but this was covered by two donations. £909 New Homes Bonus was received which was not in the budget. Including the VAT reclaim, the projected end of year balance is anticipated to be about £2,000 more than was allowed for in the budget against currently known income and expenditure. There is a £50 petty cash float.

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

**Clerk**

The Clerk produced a performance analysis for the projected current year-end balance against the 5-year projection produced two years ago in January 2018. Since then the Council is taking steps to mitigate the danger of not having a viable 5-year financial plan and the performance analysis indicated an expenditure decrease of £2,496. However, the income projection is also down by £2,621. The precept increase of £3,305 (£5,195 to £8,500) for 2020/21 will help to address this decline and create a more acceptable financial position going forward. This will continue to be monitored.

**Clerk**

**4. Approval / ratification and signing of cheques for payment**

*All expenditure made under the General Power of Competence*

Date	Payee	Item	£	Chq
11/12	Clerk	Salary October-December	410.25	930
11/12	HMRC	PAYE 3 <sup>rd</sup> Quarter Oct-December	102.60	931
11/12	Clerk reimburse	SLCC subscription (1/4th)	64.25	932
13/1	M Webb	Bus shelters & kiosks Dec/Jan 6 of 6	80.00	933
13/1	Sue Hall	Litterpick Buckland Dec/Jan	150.00	934
13/1	BTC	Room hire 4 <sup>th</sup> November	17.50	935
13/1	Clerk	Expenses Nov/Dec	12.15	936
13/1	Clerk/petty cash	Petty cash Office Nov/Dec	18.92	937
		<b>Recoverable VAT included</b>	<b>0.00</b>	

	It was <b>RESOLVED to approve the payments as listed.</b>	Clerk
	<b>5. Precept form 2020-21</b> Two councillors counter-signed the precept form.	Clerk
<b>298.08</b>	<b>PLANNING</b>	
	<b>1. New Planning Applications</b>	
	<b>3/19/2596/FUL Land at Chipping Hall Farm:</b> Change of use from paddock to sui generis exercise area. Having declared a pecuniary interest, Cllr Jason Noy left the room at 8.45pm, but before he did so he agreed to answer a question. The application was considered and it was unanimously <b>RESOLVED to support the application on the grounds that it promotes employment and local business.</b>	Clerk
	<i>Cllr Jason Noy re-joined the meeting at 8.50pm</i>	
	<b>3/19/2499/LBC Oak Cottage:</b> Demolish existing extensions and build new extensions. This was considered an improvement and it was <b>RESOLVED to support the application</b>	Clerk
	<b>2. Decision Notices</b>	
	<b>3/18/1833/FUL Pelican Cottage, Chipping:</b> Amended: <b>REFUSED</b>	
	<b>3/19/2402/FUL Oak Cottage, Chipping:</b> Erect 3-bedroom dwelling. <b>Decision awaited</b>	
	<b>3. Other planning matters, including late applications received</b> No matters received.	
<b>298.09</b>	<b>Correspondence</b> – noted as per the agenda, for information only: • HAPTC: Information on National VE Day celebrations, 8 <sup>th</sup> May 2020 (298.12) • Parishioner: Mess left on the Common after bonfire night (298.10.1)	
<b>298.10</b>	<b>Action Plan</b>	
	<b>1. Buckland kiosk refurbishment:</b> The Chairman is trying to find a contractor.	JK
<b>298.11</b>	<b>Parish matters</b>	
	<b>1. Buckland Common</b> It was noted that the bonfire night mess had been cleaned away by the Chairman.	
	<b>2. Highways</b> No issues raised.	
	<b>3. Tenders for grass cutting contract</b> Three companies had submitted tenders and after full consideration it was <b>RESOLVED to award the contract to Frank Cooper &amp; Son Ltd, being the most cost effective, to be reviewed after one year's satisfactory performance.</b>	Clerk
	<b>4. Friends of the River Rib and Quin (FORQ) "River Rib Project".</b> No report received; to be added to the March agenda. It was noted that there is a FORQ public meeting in Braughing Community Hall on 16 <sup>th</sup> January.	Clerk
<b>298.12</b>	<b>Events</b> <b>Summer event, 8<sup>th</sup> May - National 75<sup>th</sup> Anniversary of VE Day</b> The Cllr Jen Makewell reported that the vicar would be on board to support an event at Buckland Church in the form of a traditional afternoon tea with a 1940's theme. Possible attractions could include a choir and a "memory lane" gallery. Celebrity GBBO?? Cllr Makewell said she could supply a small marquee. The Clerk was asked to contact Marion Ling to see if U3A could provide ideas and support. Cllr Makewell asked councillors to email her with further ideas.	JM Clerk ALL
<b>298.13</b>	<b>Urgent matters received too late for the agenda:</b> NONE  <b>Public Comments:</b> No members of public wished to comment.	

**298.14 Items for future agendas:**

- Revisions to Governance policy documents (Clerk/all)
- Emergency Plan update (Cllr J Kenyon)
- 2020 Summer event: Possibly 8<sup>th</sup> May WWII 75<sup>th</sup> anniversary (January meeting)
- Water Wheel – with Land Registry (Action Plan)
- 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)
- Winter event, November 2020

**298.15 1. Date of next meeting: Monday 9<sup>th</sup> March, at 7.30pm in The Manor House, Buntingford.**

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

Cllr Jen Makewell to create a better template for ease of working.

**1. Editor:** Cllr Jason Noy

**2. Deadlines: (i)** Copy to editor: by 17<sup>th</sup> February

**(ii)** OK Press to the Clerk: 27<sup>th</sup> February

Printed copies 28<sup>th</sup> February

**JM**

**JN**

**ALL**

**JN**

**Clerk**

**3. Meeting dates for the remainder of 2020 were agreed:**

**May 4<sup>th</sup>** (Buckland Church) ;

**July 6<sup>th</sup>** (Buckland Church);

**September 7<sup>th</sup>** (Buckland Church);

**November 2<sup>nd</sup>** (The Manor House)

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.33pm.

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