



Buckland & Chipping Parish Council

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MINUTES OF MEETING No 321 BUCKLAND & CHIPPING PARISH COUNCIL

Ordinary Parish Council meeting

Held on Monday 3rd July 2023 in St Andrew's Church, Buckland

PRESENT: Chair Cllr Helen Dauris (HD), Cllr Robert Arkle (RA), Cllr Jeff Kenyon (JK), Cllr Penny Baxter-Newman (PN), Cllr Debbie Thompson (DT).

In attendance: Caroline Scott, Locum Clerk, EHDC Cllr Sue Nicholls, EHDC Cllr David Woolcombe and 1 member of the public

Started

The Chairman welcomed councillors to the Parish Council Meeting 321 and the meeting commenced at 19:30

		Proposed/2 nd	Vote	Action
321.1	To receive and approve apologies for absence 1. none Apologies received from HCC Cllr Jeff Jones, EHDC Cllrs Vicky Bert, & Police Community Support Officer.			
321.2	Declarations of Interest and dispensations 1. To receive declarations of interest from councillors on items on the agenda - None 2. To receive and consider members' written requests for dispensations for declarable interests - None			
321.3	1. Approval of Minutes: Annual Parish Meeting, 22 nd May 2023 – noted 2. Approval of Minutes: Ordinary Parish Council Meeting 320, 22 nd May 2023	JK, HD	5 -0	
321.4	Police Report: To receive report from the Rural Safer Neighbourhood Team - Buckland 1 common assault			
321.5	To receive County and District Councillor reports Thank you for inviting us to the meeting. Please feel free to contact with them and if there is any funding you would like, Green Party become the largest party in Hertfordshire, Ben Crystal is the leader and has an interest in the Countryman and if there is anything the district council can help with please get in contact.			
321.6	To hear from Dean Wigzell, new CCT contact for St Andrew's Church in Buckland HD had a meeting with Dean with regards to keys for the church, not Parish Council. Contractors are coming on Tuesday to do works (unidentified job)			
321.7	To consider suspending the Meeting for Public Comments: Limited to 15 minutes Is there any news on the bridle way and growth of shrubbery and pond and Malyons. Commented on a working group to cut back the shrubbery. - Considered to ask Garden Services to quote for trimming this area also look into alternatives	JK, RA	5-0	
321.8	Finance			
	1. To approve the accounts statements	JK, RA	5-0	
	2. To note the reconciliation of the Accounts and Bank Statement - noted			

3. To note the 2022/23 budget vs actual performance- noted					
4. To approve the list of payments					
			Proposed/2nd	Vote	
HMRC PAYE	475PM001762172401	153.00	HD, DT	5-0	
C Scott	Mar-June salary	612.14			
Penny Newman	Coronation event expenses	44.94			
Alan Sharpe	Printing flyer	50.00			
Naomi Longcroft	Buckland litter pick	190.00			
Dale Holt	Chipping Litterpick	190.00			
Mick Webb	Bus Shelter cleaning	80.00			
HAPTC	Training	30.00			
Complete Grass Cutting Services	INV 0012	280.00			
Unity Bank	Bank charges	18.00			
Alan Sharpe	Newsletter Printing 5380	55.00			
5. Annual Governance and Accountability Return (AGAR) 2022/23: update AGAR has been accepted by PKF Littlejohn					
321.9	Planning				
	1. New Applications: None				
	2. Decision Notices: For information only 3/22/1587/FUL – Flint Cottage, Ermine Street - Rejected				
	3. Other planning matters or applications received too late for the agenda				
321.10	Parish Matters				
	1. August Newsletter: 1. to agree an editor – printing takes longer than expected and therefore take this into account, 2. to agree deadlines for (i) copy, 14 th August 2023 (ii) consider print quantity required - 120 (iii) ok press, and printing, - 21 st August (iv) delivery – Friday 25 th August	HD, DT	5-0	RA editor 14 th August 120 21 st August 25 th August	
	2. Website (DT to report) – DT researched and asked for assistance, content is old and failing to be updated. RA reported it was in need of a specialist. Clerk is meeting with a website specialist for Sandon PC – ask for a quote for ongoing website management for Buckland and Chipping	HD, JK	5-0	Clerk to get quotes	
	3. Noticeboards – usage, key arrangements, magnets. Keys for the noticeboard – Chipping to hang a key on the noticeboard – CS to buy new magnetic pins.	HD, PN	5-0	RA to hang key, Clerk to buy magnets	
	4. Highways matters – to agree a date for councillors to meet and walk the highways. – Meet to look at the highways and make note of what’s needing updating/mending and send to highways. 2 hrs is plenty of time. Chipping – Sunday 23 rd July, 10am, meet at the Countryman Buckland – Sunday 30 th July, 10am, meet at the noticeboard	RA, HD	5-0	All	
	5. Buckland Common/Back Lane - access by Moat Corner This is very overgrown and needs to be trimmed, Clerk to speak to contractor to ask if he is able to trim it back			Clerk	
	6. Maintenance of the bridleway to the church: Update The access to the church is not the parish council’s responsibility JK proposed to take off the agenda until such time as matters change and we need to review it.	JK, HD	5-0	HD to talk to Church Warden	

	<p>7. Clearance of footway south of Buckland (PN to report) HCC Cllr Jeff Jones has confirmed to PN this is on the agenda for the County Council to widen or make safer to walk down.</p> <p>8. Parish Notice/Information Boards etc: refurbishment update (JK to report) JK has been in contact with Tony Spearman to see what needs to be done to the village furniture to keep in good health. JK to receive a quote</p> <p>9. Bus shelter – cleaning to be reported to Clerk when completed</p> <p>10. Chipping milestone restoration (Highways, JK to report) – to be considered on the Highways walk</p> <p>11. Update: The Countryman (RA to report) - price has dropped from £1M to £700,000, Report from Aubrey Holt - As you know, the group had a survey conducted of the property, alongside a valuation. Based on this price (which substantially differs from the current price of the property on the market) an offer was put forward to the current owners. Although they said they would be willing to sell the pub to the community, the values discussed were substantially different and no middle ground could be met. We have been in contact with several local pubs and groups, with one large local pub group being interested in entering a partnership with the community in a joint ownership agreement. However, the price they are willing to offer is drastically different from the asking price (willing to contribute up to the market price of the property as a pub). As a group, we are currently searching for alternative routes and are keeping our options open. The substantial differences in pricing, however, currently reduce the options available. We shall keep you updated any developments. PN reported an opportunity for 80/20 match funding via Community Ownership Fund .gov.uk. Questions from the District Cllr David, who owns it? - privately owned but a Parish Asset. EHDC would be happy to help with the campaign. A question to ask has a planning petition been made?</p> <p>12. Emergency Plan update – Clerk to update contact details</p> <p>Meeting broken to speak about events</p> <p>13. St Andrew’s Church and Churchyard: possible Warm Space Grant To be considered at next meeting</p> <p>14. To consider signing the Armed Forces covenant – update (RA to report) To be considered at next meeting</p>			<p>JK</p> <p>Clerk to update contact details</p>
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	<p>15. Working Group matters as raised with the CCT, including lighting and war memorials: (JK to report) To be considered at next meeting</p> <p>16. F Cooper: Diary of grass cutting dates undertaken in summer 2022 to support invoice. – To be considered at next meeting</p> <p>17. Water Wheel land maintenance To be considered at next meeting</p> <p>18. Contents of Buckland telephone box: (PN to report) To be considered at next meeting</p>			
321.11	Events			
	<p>1. Summer event, 9th September 2023 (Update from working group) Discussed on the finance section – audit trail for the Flyer for WhatsApp – to be spent under administration</p> <p>Final agreement to use the field is now in place, there is a marquee and trailer for the band donated by local farmer, flyer designed, classic fire engine attending as a classic vehicle and child entertainment. At least 2 classic tractors attending, more are being invited. Working towards getting Temporary Events Notice (TEN), all risk assessments need to be in place. Fairground rides, all in hand and an active working party.</p> <p>2. Bonfire and Fireworks night, 5th November 2023 A working group to be formed, build the bonfire with only a couple of people, previously finance has come from a locality budget. District Councillor has been asked to look into whether this is available. JK to start planning and form a working committee.</p>			JK
321.12	Urgent matters received too late for inclusion on this agenda (for full consideration on the next agenda) - none			
321.13	To note items for future agendas: And to receive any other items for future consideration: items 13-18 of agenda item 321.10			
321.14	Date of next Ordinary Parish Council Meeting: 7.30pm, Monday 4th September 2023, St Andrew’s Church, Buckland			

There being no further business, the Chair thanked everyone for attending and closed the meeting at 21:30

Signed.....Dated.....