



# Buckland & Chipping Parish Council



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## MINUTES OF MEETING No 325 BUCKLAND & CHIPPING PARISH COUNCIL

### Ordinary Parish Council meeting

Held on Monday 8th January 2024, in The Manor House, Buntingford

PRESENT: Cllr Helen Dauris (Chair, HD), Cllr Robert Arkle (RA), Cllr Penny Baxter-Newman (PN), Cllr Debbie Thompson (DT), Simon Dela-Nougerede (SDN)

In attendance: Caroline Scott, Clerk, 1 parishioner

The Chairman welcomed councillors to the Parish Council Meeting 325 and the meeting commenced at 19:30

		Propose	Vot	Action
325.1	<b>Apologies for absence</b> To receive and accept apologies for absence. 1. Cllr J Kenyon	RA, HD	5	
325.2	<b>Declarations of Interest and dispensations</b> 1. To receive declarations of interest from councillors on items on the agenda <b>None</b> 2. To receive and consider members' written requests for dispensations for declarable interests (if any) 3. To grant any requests for dispensation as appropriate	None None None		
325.3	<b>Minutes:</b> 1. To confirm the minutes of Buckland and Chipping Ordinary Parish Council Meeting 324, 6 <sup>th</sup> November 2023 as an accurate record of proceedings <b>agreed</b>	PN, RA	5	
325.4	<b>Reports to the Council</b> To receive reports from representatives on outside bodies Cllr Sue Nicholls's report on Freman Swimming Pool and grants available was read. Police reports noted for both December and January			Post report to website, make residents aware of grants via website and WhatsApp
325.5	<b>Public Comments: Limited to 15 minutes</b> Members of the public and councillors can raise matters of concern. 1 member of the public, spoke to the council about the Chipping dog park, the parishioners have been advised to contact the environment health authority by EHDC. They are continuing to keep an eye on the activities, timings and noise levels. HD reported a second parishioner contacted the parish council in respect to the dog park. Discussed point 325.9.4 at this time. The conditions of the planning permission for the dog park have not been met and EHDC have not responded in an appropriate way with respect to these conditions. It was proposed by Cllr H Dauris that the Parish Council contact East Herts District Council to uphold the conditions applied in the first instance, on behalf of the parishioners.	HD, PN	5	Clerk to write to EHDC

<b>325.6</b>	<b>Finance</b> <b>1. To authorise payments made in accordance with the budget</b> <table border="1" data-bbox="276 185 1058 694"> <tr> <td>62</td> <td>Information Commissioners Office</td> <td>ICO 2023</td> <td>£35</td> </tr> <tr> <td>63</td> <td>Buntingford Town Council – meeting room rent</td> <td>Inv 03314</td> <td>£18.50</td> </tr> <tr> <td>65</td> <td>Caroline Scott</td> <td>Updated Sept Salary</td> <td>£229.80</td> </tr> <tr> <td>66</td> <td>Caroline Scott</td> <td>December Salary</td> <td>£608.28</td> </tr> <tr> <td>67</td> <td>Dale Holt</td> <td>Dec 2023 - Jan 2024 litter</td> <td>£190.00</td> </tr> <tr> <td>68</td> <td>Naomi Longcroft</td> <td>Dec 2023 - Jan 2024 litter</td> <td>£190.00</td> </tr> <tr> <td>69</td> <td>Mick Webb</td> <td>Dec 2023 - Jan 2024 bus shelter cleaning</td> <td>£80.00</td> </tr> <tr> <td>72</td> <td>Robert Arkle</td> <td>newsletter printing</td> <td>£52.00</td> </tr> </table> <b>2. To note receipt of income – none received</b> <b>3. To receive summary report of receipts and payments against budget – noted</b> <b>4. To receive bank reconciliation – noted, signed by DT</b> <b>5. To consider price quotations, charges and grant requests</b> M Thornton - £60 per trip for 4 bus shelters and 2 telephone boxes, 4 times a year. Craig Tinklin - £190/cut 12 times a year  <b>6. To consider the draft budget for 2024/25 – Resolved as attached</b>  <b>7. Set precept for 2024/25 - £10,450 Resolved</b>	62	Information Commissioners Office	ICO 2023	£35	63	Buntingford Town Council – meeting room rent	Inv 03314	£18.50	65	Caroline Scott	Updated Sept Salary	£229.80	66	Caroline Scott	December Salary	£608.28	67	Dale Holt	Dec 2023 - Jan 2024 litter	£190.00	68	Naomi Longcroft	Dec 2023 - Jan 2024 litter	£190.00	69	Mick Webb	Dec 2023 - Jan 2024 bus shelter cleaning	£80.00	72	Robert Arkle	newsletter printing	£52.00	All agreed  SDN, DT          HD, PN HD, SDN   HD, DT  HD, PN	          5   5   5   5	          Clerk to contact Clerk to contact
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<b>325.7</b>	<b>Planning</b> To receive a planning report on applications and decisions <b>1. 3/23/2343/VAR - Chipping House, Chipping – no objection</b>	RA, DT	5	Clerk to write to EHDC																																
<b>325.8</b>	<b>Policies &amp; Procedures</b> <b>1. Financial Risk Assessment - Approved</b> <b>2. Asset Register – Approved as attached</b>	PN, HD HD, SDN	5 5																																	
<b>325.9</b>	<b>Reports from Working Parties and Committees</b> <b>1. February Newsletter:</b> <b>1.</b> to discuss content – Update contact details, Countryman Tea Room, D-day Celebrations, articles by 10th February <b>2.</b> to agree an editor – RA as editor – Print by 17 <sup>th</sup> February <b>3.</b> to agree delivery date as Saturday 24th February 2024 <b>2. D-Day celebrations – Thursday 6<sup>th</sup> June, - deadline of research and item for newsletter 10<sup>th</sup> February</b> <b>3. CCT Matters – noted</b> <b>4. Dog Park – noted in 325.5</b>			SDN & DT to champion																																
<b>325.10</b>	<b>To note items for future agendas:</b> And to receive any other items for future consideration <b>None</b>																																			
<b>325.11</b>	<b>Date of next Ordinary Parish Council Meeting: 7.30pm, Monday 4<sup>th</sup> March 2024, Manor House, Buntingford</b>																																			

Meeting concluded 21:30