

CHORLEYWOOD PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL held in the, Parish Office, South Lodge, Rickmansworth Road, Chorleywood, on Tuesday 22nd July 2014

MEMBERSHIP & ATTENDANCE

Chairman:	* T Edwards	
Councillors:	* Mrs J Clarke	* K Morris
	* J Copley	Mrs a Preedy
	H Davies	* D Raw
	* Mrs B Dickens	* M Trevett
	* Mrs B Green	* S Watkins
	* R Khiroya	Mrs J White
	* R Kipps	* Mrs J Wood
	* Mrs J Leeming	* Mrs J Worrall

*Denotes Member present

Officers Present Mrs Y Merritt – Clerk
Mrs C James – Deputy Clerk
Mrs M Putman – Admin Officer
Miss L Hamilton – Admin Officer

14/13 PUBLIC FORUM

There were three members of the public present

PCSO Jamie Fannon-Hall

14/14 REPRESENTATIONS FROM THE DISTRICT AND COUNTY COUNCILLORS

Cllr Trevett made a verbal representation and advised that TRDC had changed their system of governance which incorporated the committee and cabinet structure, which he said was working well. He also spoke about Shepherds Bridge, advising Members that two suggestions were currently being discussed, the first to close the bridge for vehicles and the second to introduce phased traffic lights. HCC currently had a monitoring system down to monitor the traffic flow using the bridge.

14/15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs H Davies, Mrs A Preedy and Mrs J White.

14/16 DECLARATIONS OF INTEREST

A declaration of interest was received from Cllr M Trevett on the Community Plan

14/17 APPROVAL OF MINUTES

The Council
RESOLVED

To approve the minutes of the

- Extra-Ordinary Meeting dated 6th April 2014
- Full Council dated 8th April 2014

And to note the following minutes

- Annual Parish Meeting 6th May 2014 – as amended

- Annual Meeting 3rd June 2014

These were duly signed by the Chairman

14/16 MATTERS ARISING

13/81 Banking Arrangements – The Clerk advised that she had attended a seminar which had discussed banking arrangements and investments. She had received some useful information which she was investigating further. A full report would be issued to the next meeting of the P&R Committee

13/70 – 13/60 -13/45 Purchase of South Lodge – The Clerk explained the background as to why the Council wished to purchase the property and explained that when TRDC Councillors had discussed the purchase, they had not been in possession of the reasons why the Parish wanted to purchase the building. It had been agreed that once the new TRDC Council was set up the Parish Council's request would be reviewed. Cllr Trevett informed Members that TRDC were now setting up agreed criteria with regard to possible purchase of assets from the District Council and that our application would be assessed against these criteria.

Cllr Mrs Worrall advised Members that currently the Parish Council was contravening H&S legislation due to the number of people working within the office space. She stated that while this situation was still under investigation, having sought advice, she believed that the Council were safe from prosecution.

14/17 CHAIRMAN'S ANNOUNCEMENTS

The Chairman asked all Councillors if their new emails were up and running and if not to speak to the Deputy Clerk who would organise assistance.

He also asked all members to ensure that they had had their photograph taken for the website and all members to return their signed Declaration of Interest if they had not already done so.

He advised Members that the Council had received a response from the Heritage Lottery Fund to the grant funding application for the Nature Trail. They had explained a high demand for funding and as a result felt that our application has not been strong enough against other competition and had therefore declined our application. However they stated they were very happy to discuss our proposals and give tips as how best to improve our bid, with a view to making a new application.

Chairman's Diary

8th July 2014 Attended TRDC Chairman Les Mead's photographic exhibition at Watersmeet
12th July 2014 Attended Chorleywood Parish Council Village Day. He said he had received very positive feedback from a number of people. Chorleywood Care were especially pleased having recruited another 10 drivers for their volunteer service. There had been a number of complaints regarding the loud music from the Rhythm Café which used electric guitars this year rather than acoustic. There were also complaints about the Portaloos.

The Chairman advised that he had raised £277 for his Chairman's Charity and thanked everyone who had contributed.

17th July 2014 Attended the TRDC Planning meeting and suggested that members may wish to look at the agenda and the detail of the reports which showed that TRDC took the planning issues seriously.

14/18 QUESTIONS UNDER STANDING ORDER 9

There were no questions under Standing Order 9.

14/19 COMMITTEE REPORTS

Village Halls 24th June 2014 It was noted that the previous week planning permission had been approved for the removal of the tree and the two single storey extensions. The Clerk advised that whilst the building works would not be going ahead, the toilet refurbishment would be and this work would start on 8th August.

Planning 1st July 2014

Cllr Trevett Declared an interest and left the room

Cllrs Mrs Worrall gave an update on the Community Plan. She advised that progress was being made with regard to the questionnaire which had been taken from all the various groups involved and made into a standard format. She advised that the September launch had been put back. She also advised that the application to designate the Parish of Chorleywood as a Neighbourhood had been approved.

Cllr Trevett re-joined the meeting

Cllr Mrs Worrall explained the difference between the Community Plan which was devised by the community for the community and the Councils own Four Year Vision which was what the council wanted to achieve.

It was noted that the Green Street Flood Alleviation Scheme would be discussed at the next meeting.

Open Spaces 8th July 2014 It was noted that the Clerk was to email copies of the presentations received at the last meeting to all members and Friends of the Common. The Clerk agreed that this would be carried out.

P&R 15th July 2014

RECOMMENDATION – Review of Standing Orders and Financial Regulations

Cllr Mrs Green and Cllr Mrs Worrall agreed to look at the Standing Orders and compare the NALC model with our own standing orders and make recommendations for change. It was suggested that once this was done, Cllr Mrs Wood and Cllr Trevett review the revised Standing Orders.

Cllr Edwards and the Clerk agreed to review the Financial Regulations. Both drafts would be presented to the next P&R meeting in September.

The Council

RESOLVED

That Cllrs Mrs Green and Mrs Worrall be pointed to review Standing Orders audited by Cllrs Mrs Wood and Trevett

That the Chairman and Clerk review the Financial Regulations.

This was proposed from the Chair and unanimously approved.

14/20 ACCOUNTS FOR PAYMENT

The Committee

RESOLVED

To approve the payments and direct debits

Chorleywood Village Halls £10,971.11

Parish Council £118,834.18

14/21 ANNUAL RETURN

Members considered the details with the report and
The Council
RESOLVED
To approve the Accounting Statement for 2013/14
And the Annual Governance Statement for 2013/14
These were duly signed by the Chairman and Clerk

This was proposed by the Chair and unanimously approved

14/22 FOUR YEAR VISION

There was some concern that the items on the current four year vision did not link back to the aims and objectives. It was suggested that another column was needed to address this and make it easier to understand. It was agreed that the details with in the four year vision should only involve what was in the Parish Councils gift. It was likely that other issues would come out of the Community Plan for which the Parish did not have direct control and these would be dealt with differently. After discussion
The Council
RESOLVED
That each Committee review their Four Year Vision and that the results of these come back to Full Council for consideration.

This was proposed by the Chair and unanimously approved.

14/23 HERTFORDSHIRE COUNTY COUNCIL PARIH AND TOWN COUNCIL CHARTER

The Clerk confirmed that invitations were issued to the County Councillors to attend Parish Council meetings or failing that to send a report. It was noted that following the boundary changes communications should also be sent to Cllr Sangster who was also a County Councillor within the Parish.

The Council
RESOLVED
To note the report

14/24 CLOSURE

The meeting have started at 8.00 pm, closed at 9.44 pm

These minutes have been checked by the Chairman.

Signed Dated

These minutes have been agreed at Full Council and signed by the Chairman.

Signed Dated.....