

CHORLEYWOOD PARISH COUNCIL

**MINUTES of the meeting of the EXTRA ORDINARY MEETING OF THE PARISH COUNCIL held in the
Parish Office, South Lodge, Rickmansworth Road, Chorleywood, on
Tuesday 28th OCTOBER 2014**

MEMBERSHIP & ATTENDANCE

Chairman: * Tony Edwards

Councillors:	* Jo Clarke	* Ken Morris
	John Copley	* Alison Preedy
	Harry Davies	* David Raw
	Barbara Dickens	* Martin Trevett
	* Barbara Green	* Steve Watkins
	* Raj Khuroya	Jane White
	Rodney Kipps	Jenny Wood
	* Jill Leeming	* Jackie 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

The Chairman opened the meeting by explaining that the reason for calling the meeting on this date was because the next available date for meetings was 15th February 2015 and due to the relative urgency of the matter he felt the meeting should be called sooner rather than later.

14/44 PUBLIC FORUM

There were three members of the public present

14/45 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Copley, Davies, Dickens, Kipps, White and Wood

14/46 PLAY SPACE IN CHORLEYWOOD

For the benefit of newly elected members the Chairman gave a brief overview of the previous process and decisions but stated that this was an opportunity to start afresh and go into the process with an open mind, looking at all sites and all suitable equipment.

The meeting started with clarification that all Parish Councillors were in agreement that everyone was in favour of improving play facilities for Chorleywood.

It was acknowledged that the previous working party had put a huge amount of work into the original report and that perhaps information from this could be used as a starting point.

The legal restrictions on the Common were discussed, and it was felt that these should be better explained to the public. Similarly TRDC also has guidelines set out in their play strategy which would need to be considered when looking at appropriate sites.

Members felt that an ecological survey would be a sensible way forward to find out from professionals the most appropriate areas for a play area.

It was noted that some information had changed since the last survey, namely the parking situation, legislation surrounding the great crested newts, dog fouling rules and DeFRA S38 application procedures; these would all need to be considered.

It was noted that the current Standing Orders allowed members of the public to sit on working parties, and therefore it seemed sensible for the Parish Council to approve a working party.

The Clerk confirmed that Twin-hatters would need to declare an interest at one of the Councils. Cllr Trevett stated that he was not on the Leisure, Wellbeing and Health Committee at TRDC and therefore would like to be involved in a working party at the parish. The Clerk confirmed that this was permissible but would preclude him from discussion and lobbying with fellow district Councillors/officers in his capacity as a District Councillor.

Cllr Khiroya advised that as he sat on the Planning Committee at TRDC he would declare an interest and not take part in any discussion on the play area at the Parish Council.

Members considered that Cllrs Preedy and Watkins should remain on the Working Party and they could provide historical information and a degree of continuity but very much welcomed new blood for transparency purposes. Cllrs Green and Trevett volunteered.

The Council

RESOLVED

To set up a working party made up of Cllrs Green, Preedy, Trevett and Watkins.

A representative from Chorleywood Mums, Chorleywood Residents Association, Friends of Chorleywood Common, Friends of Chorleywood House Estate, A Three Rivers District Councillor.

Members also discussed the advantages of having substitutes, and

The Council

RESOLVED

That voluntary organisations could nominate a substitute. For continuity the substitute to attend all meetings but could not take part or vote unless they were the official representative.

This was proposed by the Chairman and unanimously approved.

It was noted that all Parish Councillors could be observers at the working party meetings.

It was stated that it appeared logical for the Clerk of the Council to act in the role of Secretary for the Working Party

The Council

RESOLVED

That the Clerk act in the role of secretary for the Play Area Working Party

This was proposed by Cllr Preedy, seconded by Cllr Watkins and carried with 10 in favour with one abstention.

Discussions took place as to which committee the working party should report to, the Clerk advised that as the Working Party was looking at the whole of Chorleywood, and that if Chorleywood Common was the chosen area licence agreements would have to be put in place, Open Spaces did not have the delegate powers to make decisions. It was therefore agreed that the Working Party would report to Full Council but that an Extra Ordinary Meeting would be called if the need arose.

Members also considered the terms of reference for the Working Party, which was agreed should be approved by the Council.

The Council

RESOLVED

That the terms of reference for the Play Area for Chorleywood Working Party be

1. The Working Party is charged with the investigation of all matters pertaining to looking at all possible sites in Chorleywood for both formal and informal play equipment. These will include, but not be confined to possible sites, areas within those sites, planning and other legal matters.
2. Where needed, the Working Party will seek advice from Parish Rangers, from external sources such as CMS, Three Rivers District Council, the Planning Authority, DEFRA the Police Authority and any other appropriate source.
3. The Working Party is not a decision making body but will report available options to the Full Council.
4. The Advisory Committee does not hold a budget and cannot approve any expenditure.

The Advisory Committee shall consist of nine members:

- Four Parish Council nominees
- One representative from
 - Friends of Chorleywood Common
 - Chorleywood Mums Representatives
 - Chorleywood Residents Association
 - Friends of Chorleywood House Estate
 - District Councillor

5. It shall elect from its members a Chairman and the Clerk of the Council shall keep the Minutes, conduct correspondence and prepare reports for the Full Council
6. A quorum shall consist of 7 members including at least one member from each group being present. In the event of absence from meetings, substitution will be permitted from an approved list.

Dates of the first meeting were to be confirmed but suggested times were after 3.30pm Monday – Wednesday. The Clerk is to contact all the groups by letter seeking representative for the working party.

14/47 CLOSURE

There being no further business the meeting having commenced at 8pm closed at 9.40pm

These minutes have been checked by the Chairman.

SignedAgreed via email..... Dated ...28.11.14.....

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

SignedDated.....