CHORLEYWOOD PARISH COUNCIL

MINUTES of the Extra Ordinary meeting of the PARISH COUNCIL held in the Parish Office, South Lodge,
Rickmansworth Road, Chorleywood, on Thursday 8th September 2016

MEMBERSHIP & ATTENDANCE

Chair : * Jane White

Councillors: Jo Clarke * Alison Preedy

* Barbara Dickens

* Tony Edwards
Raj Khiroya

* Rodney Kipps
Jill Leeming

* Geoffrey Liley

* David Raw
Martin Trevett
Steve Watkins

* Mike Westacott
Jenny Wood

* Jenny Wood

* Jackie Worrall

* Geoffrey Liley * Jackie Worrall Ken Morris * Sarah Wright

Officers Present: Yvonne Merritt – Clerk to the Council

Claire James – Deputy Clerk

Michelle Putman – Senior Admin officer Laura Hamilton – Admin Assistant

Secretaries Note: Immediately prior to this meeting the Chair, Vice Chairman and Clerk had held a training session for the new Councillors which had been attended by Cllrs Geoffrey Liley and Mike Westacott. Cllr Sarah Wright had been unable to attend this session and a separate session was to be arranged for her.

There were no members of the public present.

Cllr Jane White opened the meeting by welcoming the three new Councillors to the Parish Council and asking them to introduce themselves.

She confirmed that the purpose of the meeting was to reconstitute the committees of the Council now that the new Councillors were on board. She also advised that there was one urgent item of Business that she wished to add after the reconstitution of the committees had taken place. An item regarding the formulation of a working party had been recommended by the Planning Committee and needed to be ratified by Full Council.

16/17 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Jo Clarke, Raj Khiroya, Jill Leeming, Ken Morris, Martin Trevett, Jenny Wood .

16/18 TO RECONSTITUTE THE COMMITTEES OF THE COUNCIL

Cllr Jane White advised that each Councillor needed to sit on at least one committee and asked the Chair of each committee to present the responsibilities of their committees as follows:

Open Spaces – Cllr Tony Edwards

Questions were raised on the purpose of the Cattle grazing and dog fouling issues. The Chair suggested that these were detailed items that could be taken at the appropriate committee meeting.

^{*}Denotes Member present

Planning – in the absence of the Chairman of Planning Cllr Raj Khiroya, the Vice Chairman Cllr Steve Watkins presented the Planning Committee responsibilities. It was also noted that this committee was the most onerous in terms of meetings given that it met approximately every three weeks. Again specific points were raised on the powers and effectiveness of the committee versus what happened at the District Planning & Development Control Meeting which it was again suggested were more appropriate to the committee meeting itself.

Village Halls - Cllr Rodney Kipps

It was noted that all Committees had nine members and with the exception of Planning met six times a year. Other members could attend any meeting and participate in debate but that only Committee members could vote on a resolution made.

The following committee vacancies were noted:

Open Spaces – 1: It was noted that Cllr Sarah Wight had already voiced an interest in this meeting. Cllr Mike Westacott also expressed an interest but was happy for Cllr Sarah Wright to take the place.

Village Halls – 1: There were no volunteers to take up the vacancy. The Member who had been going to stand down to make way for one of the new Councillors would be asked to stay on the Committee.

Planning - 2: Cllrs Geoffrey Liley and Mike Westacott volunteered to join this committee

The Chair confirmed the resolution that had been made at a previous meeting that the business of this meeting was to reconstitute the committees with the exception of the Policy and Resources Committee which would remain unchanged i.e. the Chair and Vice Chairs of Open Spaces, Planning and Village Halls would remain unchanged. She further explained the role of the Policy and Resources Committee as the Management of the Council.

The Council RESOLVED

The constitution of the committees as recorded.

This was proposed from the Chair and agreed unanimously.

As there were no new volunteers for the other responsibilities e.g. Twinning etc. there was no need to revisit these.

The Clerk then circulated copies of the latest issue of the Good Councillor Guide to all Councillors together with a list of the roles, responsibilities and contact details as appropriate for the Officers of the Council.

16/19 WORKING PARTY

Cllr Jane White outlined the nature of the urgent item of business which had arisen at the recent Planning Committee Meeting. The item was a recommendation from the Planning committee to set up a working group to look at parking in Chorleywood. It was noted that it had been looked at at District level and that District Cllr Angele Killick had spoken previously to the Parish Council on the subject. Cllr Mike Westacott was keen to move it forward. It was noted that there was a section on parking in the community plan and that a working group if set up should not re-invent the wheel but the elements of this should be brought together with the working group. In response to questions from a few members about the money that had been spent by the District Council investigating this, the professional companies that had looked at the problem and why should the Parish now invest time on the subject, Cllr Mike Westacott responded that he had seen a huge deterioration in the Village ambiance due to traffic. It was suggested that a fresh view may come out of such a working group and that as part of the Community Plan the Parish Council had a remit from the residents of Chorleywood to look at the issue of parking. It was further suggested that a working

party was a way of taking this forward that did not require a budget, only time was required, there was therefore nothing to lose.

It was suggested that Angela Killick should be the lead member of the working group with no less than two members of the Parish Council. It was agreed that the Parish Council Members would be Cllrs Mike Westacott and Geoff Liley.

In response to a Member's suggestion that the solution could cost hundreds of thousands of pounds it was emphasised that the working group had no budget or decision making powers. It was also noted that it would not be done quickly.

The Clerk had produced a draft set of Terms of Reference (TORs) for the meeting which were then reviewed. It was agreed that any Members not present at the meeting would be welcome to join the group if they so desired and it was confirmed that whilst other Councillors were able to participate, it was not a public meeting and therefore members of the public would not be able to come along to the meetings of the group. The wording of the TORs was amended to widen the scope to include the Controlled Parking Zone (CPZ) and to take into account the findings of the Community Plan, together with the work already undertaken by Angela Killick. The situation regarding the use of the Ferry Car park and the possibility of TRDC issuing permits to shops rather that individuals was raised. The Clerk confirmed that she had approached the District Council and believed that they would welcome this as a suggestion from the working group.

The Council RESOLVED

That the working Group be set up with the membership as agreed and revised Terms of Reference as recorded at this meeting.

This was proposed from the Chair and carried with nine votes in favour and two against.

16/20 CLOSURE

ie meeting nave started at 7.50pm, closed at 5.10pm
nese minutes have been checked by the Chairman.
gned Dated
nese minutes have been agreed at Full Council and signed by the Chairman.
gnedDated

The meeting have started at 7 30nm, closed at 9 16nm.