

CHORLEYWOOD PARISH COUNCIL

**MINUTES of the meeting of the PARISH COUNCIL held in South Lodge, Rickmansworth Road, Chorleywood, on
Tuesday 6th February 2018**

MEMBERSHIP & ATTENDANCE

Chairman: * Jane White

Councillors:

* Jo Clarke	* Ken Morris
* Tony Edwards	* Alison Preedy
* Raj Khiroya	* David Raw
* Rodney Kipps	Martin Trevett
* Carol Kristian	* Steve Watkins
* Jill Leeming	Jenny Wood
Geoffrey Liley	* Jackie Worrall
* Stuart Marshall	Sarah Wright

*Denotes Member present

Officers Present: Yvonne Merritt – Clerk
Michelle Putman – Admin Assistant
Laura Hamilton – Admin Assistant

17/69 PUBLIC FORUM

There were xxx members of the press and public present.

Three members of the public wished to speak at the meeting.

C.A.A Kilminster spoke about the 336 bus service to Cedars Village

Jenny Pardington spoke about the 336 bus service to Cedars Village

Michael Hyde sent his condolences on the Death of the Parish Ranger and wished the Clerk to expand on her item in the Clerks report relating to the Play area.

The debate following the presentation relating to the 336 bus route was brought forward at the discretion of the Chair but for continuity is minuted in consecutive order

17/70 REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS

The Chair read out a letter from TRDC Cllr Heather Kenison outlining what she has done and ongoing suggestions regarding the 336 bus and Cedars Village.

17/71 APOLOGIES FOR ABSENCE

Apologies were received from Martin Trevett, Jenny Wood and Cllr Sarah Wright was absent. It was noted that Cllr Khiroya would be arriving later as he had attended a deferred TRDC Planning Meeting. The Chair voiced her dismay at the tone of the response from the Chair of the Planning Committee following a polite request asking for the Chorleywood item to be brought forward on the agenda to allow Cllr Khiroya to attend the Parish Council Meeting

17/72 DECLARATIONS OF INTEREST AND DISPENSATION

There were no declarations of interest or requests for dispensation received.

17/73 APPROVAL OF MINUTES

17/53 Public Forum – It was noted that the Parish Council had refused applications from TRDC on two occasions for a play area to be placed on Chorleywood Common in 2013 and 2016, and not 2015 as reported.

17/66 Annual Return – the final sentence should be struck off as it bore no relevance to the report.

The Council

RESOLVED

That subject to the amendments above the minutes of the Full Council Meeting of the 5th December 2017 be approved at a true and correct record .

These were duly signed by the Chair

17/74 MATTERS ARISING FROM THE PREVIOUS MEETING

17/63 Committee Minutes

Planning 28th November 2017 17/109 – Homefield Road Hedge

It was noted that a letter of complaint had been sent to TRDC from the Planning Committee but that there was a dispute between what members of the public attending the meeting and TRDC officers attending thought had happened. A follow up letter was to be issued stating concern about the physical removal of the hedge and the lack of protection of the historical boundary

The meeting was suspended between 7.56 and 7.59 to allow members of the public to leave.

17/75 CHAIR'S ANNOUNCEMENTS

The Chair advised that she had attended the RVS luncheon with the Halls Administrator to hand out small Christmas gifts for the attendees.

She also advised that the funeral of the Parish Ranger Daniel Dynes would take place that week and that the office would be closed on that day.

17/76 QUESTIONS UNDER STANDING ORDER 9

The Council considered the question posed by Cllr Liley. It was noted that the Parish Council had not been formally approached regarding the boundary changes or the election process. It was noted that the cost of the two elections would fall to the parishioners and the bill was likely to exceed £20,000 per election.

The Council

RESOLVED

That the Clerk writes to the MP David Gauke putting the facts before him, advising the Parish Council was not consulted, and the additional costs to the Parishioners asking for intervention or assistance

This was proposed by Cllr Worrall, seconded by Cllr Watkins and unanimously agreed.

17/77 CLERKS REPORT

The Clerk highlighted the following items:

Data Protection – The Clerk advised that there was to be a meeting with all the Parish Councils within Three Rivers to see if a Data Protection Officer could be engaged to deal with all six Parishes, therefore creating economies.

Computers – The Chair advised Members of the downtime recently experienced due to failures within the antiquated IT system and suggested that this should be addressed as a matter of urgency. It was noted that Cllr Marshall had agreed to assist the Clerk on this project moving forward.

Play Area - It was suggested that following recent publicity and school visits that the play area on site 15a was a 'done deal'. The Clerk advised that following a number of complaints TRDC were creating a new set of FAQs to address these issues.

The Clerk also advised that a great deal of her time was being spent on assisting TRDC with information and data in publicity materials that were either incorrect, misleading or in some cases illegal. This situation put her in a difficult position. It was agreed that in future any further requests should be referred to the Open Spaces Committee.

The Council

RESOLVED

To note the report.

17/78 COMMITTEE MINUTES

The minutes were agreed as per the reports with additional comments on the minutes below

P&R 23rd January 2018 – Recommendation 1 17/59 Precept 2018/19

The Chair advised that there had been a great deal of discussion at the P&R meeting regarding the precept and what would be required for the forthcoming year. This included moneys for the implementation of the Data Protection Regulations, Election costs and increase in PCSOs fees.

The Council

RESOLVED

To increase the precept by 4% to £468,705 putting the additional £5,000 towards the immediate costs of the new asset. This equated to £75.96 per band D equivalent, an increase of £2.96 per annum or 5.6p per week.

This was proposed by Cllr Worrall, seconded by Cllr Marshall and unanimously approved.

This item had been taken earlier on in the meeting at the discretion of the Chair, to allow the members of the public to leave.

Planning 30th January 2018 17/154 - 336 Bus Route - Cedars Village

RECOMMENDATION 1

Members considered the details from the public forum

The Council

RESOLVED

- That the Parish Council writes to Carousel Bus Company detailing their concerns, requesting a survey to last for at least six months to collect accurate usage figures and suggesting a public meeting.
- The Parish Council to write to County Councillor Cllr Chris Hayward and County Councillor Cllr Ralph Sangster for support and assistance with this issue.

This was proposed by Cllr Liley, seconded by Cllr Watkins and unanimously approved.

Cllr Khiroya joined the meeting at 8.30pm.

17/151 Flawed Formula for Housing Need. – It was noted that this information was to be shared with the Neighbourhood Development Planning Committee.

Chiltern Hills Golf Course Green Street - application No. Ch/2017/2292/FA had been forwarded to the Parish Council for an application to build a clubhouse including staff accommodation with associated hard standing for car park. The Planning Committee fully supported Chenies Parish Council's response to Chiltern District Council. Concern was raised for the residents of Greenbury Close, if the project was to go ahead.

Ambledown Chorleywood Road Planning number 17/2525 –Demolition of existing dwelling and construction of a replacement six bedroom dwelling.

Cllr Khiroya advised that committee that TRDC Planning Committee had just approved the application which had been supported by TRDC Cllr Kenison , however it was passed with conditions that the property be restricted to a single dwelling for one family and not be converted into the Home of multiple occupancy.

17/79 ACCOUNTS FOR PAYMENT

The Council

RESOLVED

To note the report.

17/80 CALENDAR OF MEETINGS

It was suggested that the planning meeting scheduled for 1st May 2018, be brought forward to the 24th April 2018. It was agreed that this would still comply with TRDC meeting schedule.

The Council

RESOLVED

That subject to the above alteration that the Calendar of Meetings for 2018/19 be approved.

This was proposed by the Chair and carried unanimously.

17/81 FINANCIAL RISK ASSESSMENT AND EFFECTIVENESS OF INTERNAL AUDIT

The Council noted the inclusion of the new General Data Protection regulations within the Financial Risk Assessment. Members also discussed the effectiveness of the internal audit

The Council

RESOLVED

That the Financial Risk Assessment be approved for the forthcoming year

That the Council were satisfied with the scope, independence, competence, relationships, audit planning and reporting of the internal auditors.

17/82 NEIGHBOURHOOD DEVELOPMENT PLAN

The Council

RESOLVED

To approve the timeline for the Neighbourhood Development Plan

17/83 CLOSURE

The meeting started at 7.30pm, closed at 9.06 pm

These minutes have been checked by the Chairman.

Signedagreed via email..... Dated26.2.18.....

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

SignedDated.....

SUMMARY OF ACTIONS AND RESOLUTIONS REQUIRING ACTIONS

REFERENCE	RESOLUTION / ACTION	ACTION REQUIRED	BY WHOM
FC 16/29 Office Refurbishment	Action	A project plan for the planned activities for the refurbishment of the Office to be provided. <i>Superseded: Cllr Raj Khiroya appointed as lead councillor for the project. Now superseded by the resolution under 17/50</i>	The Clerk
FC 16/65 Committee Mins OS 17/1/17	Resolution	Chorleywood Common Nature Trail That the Council spend £45k on the Nature Trail as this stage to provide two Wildwood Dens, Notice Boards and Carvings with funding from the Community Infrastructure Levy. <i>Ongoing Wildwood Dens completed, carvings commenced, Notice boards to follow when carvings in place</i>	Clerk
FC 17/28 Committee Minutes Policy and Resources 20.06.17 Rec 2 Local Council Award Scheme	Resolution	That the Council works towards accreditation at the Quality Award level of the Local Council Award Scheme with Cllr Jane White as the Lead Councillor <i>Ongoing</i>	Cllr Jane White , Officers
FC 17/46	Resolution	That the paper put forward by Cllr Stuart Marshall in response to the Local Plan issues and Options and Call for sites be adopted by Full Council as the Council's formal response to the consultation. <i>Completed</i>	The Clerk
FC 17/52	Resolution	That a working party of Cllrs Tony Edwards, Raj Khiroya, Rodney Kipps, Jill Leeming and Jane White be created to look in more detail at the feasibility study and come up with recommendations reporting in the first instance to the P&R Committee. <i>ongoing</i>	Cllrs, Edwards, Khiroya, Kipps, Leeming and White
FC 17/78	Resolution	That the Clerk notify TRDC regarding the precept	The Clerk
FC 17/79	Resolution	That the Clerk write to Carousel regarding the 336 bus route to Cedars Village and to the County Councillors	The Clerk

Note: Completed actions will be removed one meeting after completion has been recorded.