

CHORLEYWOOD PARISH COUNCIL

MINUTES of the ANNUAL MEETING of the Parish Council held in the Common Room at the War Memorial Hall, Common Road, Chorleywood, on Tuesday 8th May 2018

MEMBERSHIP & ATTENDANCE

Chair: * Jackie Worrall

Councillors:	* Iain Blythe	* Jill Leeming
	* Harry Davies	Stuart Marshall
	* Janet Davies	* Ken Morris
	* Tony Edwards	* Alison Preedy
	* Raj Khuroya	* Debbie Rosario
	* Richard Killick	Steve Watkins
	* Rodney Kipps	* Jane White
	Carol Kristian	Sarah Wright

* Denotes Member present

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

There were three members of the public present.

Before the meeting started the outgoing Chairman welcomed the new Councillors following the recent elections. The Clerk explained that she had received notice that there was now unlikely to be an election the following year as previously thought and therefore Councillors had been elected for the usual four year term rather than the one year term that several might have thought. The Chairman then invited all Councillors to introduce themselves.

18/01 ELECTION OF CHAIR OF THE COUNCIL

Nominations were received for Cllr Steve Watkins, seconded by Cllrs Tony Edwards and Raj Khuroya. With no other nominations

The Council
RESOLVED

That **Cllr Steve Watkins** be elected as Chair of the Council for the Municipal Year 2018/2019.

This was carried unanimously.

18/02 ELECTION OF VICE-CHAIR OF THE COUNCIL

The Chair asked for nominations for the Vice Chair. The Clerk advised that she had received one nomination for Cllr Jackie Worrall seconded by Cllr Ken Morris. There were no other nominations.

The Council
RESOLVED

That **Cllr Jackie Worrall** is elected as Vice-Chair of the Council for the Municipal Year 2018/2019.

This was carried unanimously.

In the absence of the new Chairman, the new Vice Chairman Cllr Jackie Worrall chaired the meeting.

18/03 APOLOGIES FOR ABSENCE

There were apologies for absence from Cllrs Carol Kristian, Stuart Marshall, Steve Watkins and Sarah Wright.

18/04 DECLARATION OF INTEREST AND DISPENSATION

This item was explained to new Councillors. There were no declarations of interest and dispensation received.

18/05 MINUTES

Full Council 27th March 2018: Cllr Jackie Worrall presented the minutes of the last Full Council Meeting which were then signed.

Annual Parish 17th April 2018: Cllr Jackie Worrall presented the minutes which were then signed.

Planning 24th April 2018: Cllr Raj Khiroya presented the minutes which were agreed.

18/06 MEMBERSHIP OF COMMITTEES 2018/2019

The Council

RESOLVED

That the composition of the Committees of the Council in the Municipal Year 2018/2019 (with the addition of the Chairman and Vice-Chairman of the Council being ex officio members of each) be as follows:-

Open Spaces:

Those Members to sit on the Opens Spaces Committee were as follows:-

Councillors

Janet Davies
Tony Edwards
Rodney Kipps
Jill Leeming
Stuart Marshall
Alison Preedy
Steve Watkins (ex officio)
Sarah Wright
Jackie Worrall (ex officio)

Planning:

Those Members to sit on the Planning Committee were as follows:-

Councillors:

Raj Khiroya
Iain Blythe
Harry Davies
Steve Watkins (ex officio)
Jane White

Jackie Worrall (ex officio)
2 vacancies

Chorleywood Village Halls Management Trust:

Those Members to sit on the Chorleywood Village Halls Management Committee were as follows:-

Councillors:

Rodney Kipps
Harry Davies
Richard Killick
Carol Kristian
Ken Morris
Alison Preedy
Debbie Rosario
Steve Watkins (ex officio)
Jackie Worrall (ex Officio)

Cricket Club Advisory Committee

Those Members to sit on the Cricket Club Advisory Committee were as follows:-

Councillors:

Harry Davies
Tony Edwards
Raj Khiroya
Rodney Kipps
Jill Leeming

Chorleywood In Bloom Working Party

Those Members to sit on the Chorleywood In Bloom Working Party were as follows:

Councillors:

Tony Edwards
Steve Watkins

HR Panel

Those Members to sit on the Human Resources Panel were as follows:

Councillors:

Janet Davies
Debbie Rosario
Jackie Worrall

Standing orders were then temporarily suspended at 8.11pm to elect the Chair and Vice Chairs of the Committees.

18/07 ELECTION OF CHAIRS AND VICE CHAIRS OF COMMITTEES

(i) Open Spaces

Cllr Tony Edwards was proposed as Chair, seconded by Cllr Jill Leeming, Cllr Allison Preedy was proposed as Vice Chair, seconded by Cllr Tony Edwards. There were no other nominations therefore the Committee unanimously agreed to the appointment of

- Cllr Tony Edwards as Chair of Open Spaces and
- Cllr Alison Preedy as Vice Chair of Open Spaces

(ii) Planning Committee

Cllr Raj Khiroya was proposed as Chair, seconded by Cllr Jane White, Cllr Jane White as Vice Chair, seconded by Cllr Raj Khiroya. There were no other nominations therefore the Committee unanimously agreed the appointment of

- Cllr Raj Khiroya as Chair of Planning
- Cllr Jane White as Vice Chair of Planning

(iii) Chorleywood Village Halls Management Committee

Cllr Rodney Kipps was proposed as Chair, seconded by Cllr Ken Morris, Cllr Harry Davies as Vice Chair, seconded by Cllr Ken Morris. There were no other nominations therefore the Committee unanimously agreed the appointment of

- Cllr Rodney Kipps as Chair of the Chorleywood Village Halls Management Committee
- Cllr Harry Davies as Vice Chair of the Chorleywood Village Halls Management Committee

It was noted that the Cricket Club Advisory Committee and the Chorleywood in Bloom Working Parties would require a lead Councillor to be nominated at their next meetings.

Standing Orders were re-instated at 8.14pm

(iv) Policy & Resources Committee

The Council

RESOLVED

That the Policy & Resources Committee be made up as follows:

Chair – Cllr Steve Watkins

Vice-Chair – Cllr Jackie Worrall

Chair Open Spaces – Cllr Tony Edwards

Vice-Chair Open Spaces – Cllr Alison Preedy

Chair of Planning – Cllr Raj Khiroya

Vice-Chair of Planning – Cllr Jane White

Chair of Chorleywood Village Halls Management Committee – Cllr Rodney Kipps

Vice-Chair of Chorleywood Village Halls Management Committee – Cllr Harry Davies

These positions were unanimously agreed en-bloc.

18/08 REPRESENTATION ON OTHER BODIES 2018/2019

The Council

RESOLVED

that the Parish Council's representation in the municipal year should be as follows:

a) **Joint Committee of Parish Councils in TRDC**

Chair, Vice-Chair and Clerk.

b) **Chorleywood Youth Club**

Cllr Raj Khiroya.

c) **Chiltern Open Air Museum**

Cllr Steve Watkins

d) **Hertfordshire Association of Town & Parish Councils**

Cllr Jane White had been elected for three years and would therefore continue as the representative vacancy on HAPTC.

e) **Chorleywood Twinning Association**

Cllr Rodney Kipps and Jill Leeming

f) **Herts Association Larger Local Councils**

Cllr Steve Watkins and Jane White

g) **Three Rivers Environmental Forum**

Cllr Tony Edwards

h) **Highways**

Cllr Harry Davies

These positions were unanimously agreed en-bloc.

18/09 BANK MANDATE

The Council

RESOLVED

That the authorised signatories to the Council's bank accounts remain as previously as Cllrs Tony Edwards, Alison Preedy and Jane White, the Clerk and the Deputy Clerk, with the addition of Cllrs Raj Khiroya and Steve Watkins.

18/10 GENERAL POWER OF COMPETENCE

The Council

RESOLVED

that as the Parish Council meets the eligibility criteria detailed below as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and it is now entitled to use the above power.

- a. A two thirds electoral mandate.
- b. A qualified Clerk (CiLCA PG2013)

This was proposed by the Chair and unanimously approved.

18/11 EDITORIAL TEAM OF CHORLEYWOOD MATTERS.

The Council
RESOLVED

That the Chorleywood Matters editorial team be made up of Cllrs Jill Leeming, Debbie Rosario and Jackie Worrall.

18/12 ANNUAL SUBSCRIPTIONS AND DONATIONS

The Council
RESOLVED

To note the Annual Subscriptions and Donations as set out on the schedule (Appendix 1).

This was proposed by Cllr Rodney Kipps, seconded by Cllr Ken Morris and unanimously agreed.

18/13 CLOSURE

The meeting have commenced at 7.30pm closed at 8.28pm.

These minutes have been checked by the Chairman

Signed ... **not checked**..... Dated

These minutes have been agreed by the Council and signed by the Chairman

Signed Dated

Appendix 1

LIST OF ANNUAL SUBSCRIPTIONS AND DONATIONS 2018/19

DONATIONS:

Chiltern Open Air Museum	£250.00
Citizens Advice Bureau	£800.00
Total Donations	£1050.00

SUBSCRIPTIONS:

HAPTC Herts Association of Parish and Town Councils *Includes the subscription to NALC	£1642.34*
National Assoc Rural Community Councils (ACRE)	£10.00
Chiltern Society	£30.00
Society of Local Council Clerks (SLCC)	£284.00
Council for Protection of Rural England (CPRE)	£36.00
Community Development Agency (CDA)	£30.00
Open Spaces Society	£45.00
LCR - The Official Magazine for NALC	£17.00
Conservation Land Management	£16.00
Journal of the Assoc of Small Historic Towns & Villages	£35.00
Hertfordshire Building Preservation Trust	£30.00
ICCM Institute of Cemetery and Crematorium Management	£90.00
Country Land & Business Association (CLA)	£297.00
Total Subscriptions	£2562.34
TOTAL DONATIONS & SUBSCRIPTIONS	£3612.34