

CHORLEYWOOD PARISH COUNCIL

**MINUTES of the meeting of the PARISH COUNCIL held in South Lodge, Rickmansworth Road, Chorleywood, on
Tuesday 26th June 2018**

MEMBERSHIP & ATTENDANCE

Chair: * Steve Watkins

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

* Denotes Member present

Officers Present: Yvonne Merritt – Clerk
Claire James – Deputy Clerk
Michelle Putman – Admin Officer

18/14 PUBLIC FORUM

There were two members of the public present.

One member of the public wished to speak at the meeting.

Michael Hyde, the Chairman of Friends of Chorleywood Common (FoCC) addressed the Council on the subject of the Nature Trail and TRDC's proposal for a play area on the Common.

18/15 REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS

There were no representations from District or County Councillors

18/16 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Rodney Kipps, Ken Morris and Jane White, Cllr Sarah Wright was absent from the meeting.

18/17 DECLARATIONS OF INTEREST AND DISPENSATION

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

18/18 APPROVAL OF MINUTES

The Council

RESOLVED

That the minutes of the Annual Meeting of the 8th May 2018 be approved as a true and correct record.

These were duly signed by the Chair

18/19 MATTERS ARISING FROM THE PREVIOUS MEETING

There were no matters arising.

18/20 CHAIR'S ANNOUNCEMENTS

The Chairman advised Members that he had attended, along with the then Chair of the Council Cllr Jane White and the Clerk, the Oxhey Sea Scouts HQ known as HMS Cape Town. The Parish Council had presented them with a large plaque that had been found in the loft of the Parish Office of HMS Cape Town and the history of the ship was briefly discussed.

Councillor Training – Members were advised that short 10-minute training sessions would be introduced at the start of each committee meeting to brief Cllrs on a subject of their choice. If there were any topics that any Cllrs wanted further information on they were to contact the Clerk.

The Chair advised that a fortnight before the meeting he had witnessed a serious car crash in Chorleywood Bottom. He had since written to County Councillor Chris Hayward requesting that the current broken line down the centre of the road, indicating overtaking was permitted even though it was a dangerous section of road, be replaced with a continuous line as a safety measure to try to prevent further accidents at this spot.

18/21 QUESTIONS UNDER STANDING ORDER 9

There were no questions under Standing Order 9.

18/22 CLERKS REPORT

The Clerk highlighted the following items:

Remembrance Weekend 2018 – the intention was to hold a 4-day event at the Hall Finishing with the Remembrance Service on the Sunday at the War Memorial Hall.

Cattle – it was hoped to have them on the Common in the next few weeks.

Play Space – the consultation for this was being well publicised using the Parish Council Website, Facebook and notices in the Library. It was noted that it was perfectly acceptable for Councillors to encourage people to give their views. It was suggested that the Parish Council asked its partners i.e. Friends of Chorleywood Common, Chorleywood Residents Association, Chorleywood Mums, Golf Club and Cricket Club to contact their membership and Councillors themselves as residents could fill the survey in.

Village Day – the Clerk highlighted that the Village day was now a very large event and help was needed from Councillors on the day. It was noted that Laura Hamilton Admin Officer was working extremely hard to get everything sorted. It was noted that the mapping system had been used and attendees would be given a copy of the map and their location in advance. Chorleywood in Bloom would have a stall and the Chairman's Charity stall would be guess the weight of the cake.

The Council

RESOLVED

To note the report.

18/23 COMMITTEE MINUTES

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

Open Spaces 15th May 2018 – Cllr Tony Edwards presented the minutes which were agreed.

Neighbourhood Development Plan (NHDP) 16th May 2018 - Cllr Jackie Worrall presented the minutes. It was noted that Cllrs had been given the latest copy of the NHDP in their green folders following the elections.

Planning 29th May 2018 – Cllr Raj Khuroya presented the minutes which were agreed. It was noted that the Planning Committee was still two members short if any Cllr wanted to join.

Policy & Resources 12th June 2018 – Cllr Steve Watkins presented the minutes which were agreed. The confidential minutes were taken under Confidential Business at the end of the meeting when members of the press and public were excluded.

Village Halls Trust 13th March 2018. – Cllr Harry Davies presented the minutes which were agreed. It was noted that the new chairs were receiving very good feedback.

18/24 ACCOUNTS FOR PAYMENT

In response to a Members question the Clerk advised that last years accounts had been sent to all Councillors on the 2nd June adding that each committee has a budget and all papers were sent to all Councillors. Accounts are approved at every committee and were then presented to the Full Council meeting.

The Council

RESOLVED

To note the report.

18/25 CITIZENS ADVICE SESSIONS

It was noted that the grant funding by the Council had funded ten sessions.

The Council

RESOLVED

To note the report

18/26 APPROVAL OF THE ANNUAL RETURN

Members consider the information with the Annual Return.

The Council

RESOLVED

To approve the Annual Governance Statement 2017/18

This was proposed from the Chair and carried unanimously

The Council

RESOLVED

To approve the Accounting Statements for 2017/18

This was proposed from the Chair and carried unanimously

18/27 NEIGHBOURHOOD PLAN

It was agreed that good progress was being made on the plan and the timetable was discussed. The current draft had been reviewed by TRDC and several questions and comments raised would be considered by the working group on the 7th August. Members were advised that once the Plan was agreed it was a legal document and the Parish Council would then have the opportunity to challenge TRDC if a decision went against the agreed plan. It was noted that the working group meetings were public meetings and that any councillor was welcome to attend. The background to the Neighbourhood Plan was discussed and members invited to comment on the current draft.

18/28 EXCLUSION OF PRESS AND PUBLIC

The Council

RESOLVED

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded for the consideration of the confidential minutes of the Policy & Resources Committee 12th June 2018

20.29pm Cllr Richard Killick left the meeting along with the two members of the public attending the meeting.

18/29 SOUTH LODGE

See the confidential business minutes

18/30 REQUISITION OF ASSETS

See the confidential business minutes

18/31 FORMAL COMPLAINT

The Council

RESOLVED

That due process had been followed and

1. No disciplinary action was to be taken against the Clerk
2. The Council to pass resolution that it will have no further correspondence with the individual which was to include any further FOI requests on this subject
3. A public statement on the validity of the byelaws be put on the website
4. That the Chairman send a letter to the complainant copied into all those to whom the email was circulated on the decision of the Council.

This was proposed by Cllr Steve Watkins, seconded by Cllr Tony Edwards and carried unanimously

18/32 CLOSURE

The meeting started at 7.30pm, closed at 8.54pm

These minutes have been checked by the Chairman.

Signedapproved via email..... Dated17.8.18.....

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 16/65 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 17/52 Acquisition of Assets	Resolution	That a working party of Cllrs Tony Edwards, Raj Khuroya, 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, Khuroya, Kipps, Leeming and White

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