

CHORLEYWOOD PARISH COUNCIL

**MINUTES of the meeting of the PARISH COUNCIL held in South Lodge, Rickmansworth Road, Chorleywood, on
Tuesday 11th September 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

18/33 PUBLIC FORUM

There were six members of the public present.

18/34 REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS

There were no representations from District or County Councillors

18/35 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Iain Blythe, Carol Kristian, Stuart Marshall, Debbie Rosario and Sarah Wright .

18/36 DECLARATIONS OF INTEREST AND DISPENSATION

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

18/37 APPROVAL OF MINUTES

The Council
RESOLVED

That the minutes of the Annual Meeting of the 26th June 2018 be approved as a true and correct record.

These were duly signed by the Chair

18/38 MATTERS ARISING FROM THE PREVIOUS MEETING

18/22 Village Day - In response to a Members question, the Clerk advised that whilst some help had been forthcoming from Councillors on Village Day, outside help still had to be brought in. It was noted that the mapping system had been used to prepare the Village Day map.

At this point in the agenda the Chair sought Members agreement to bring Agenda Item 12 Neighbourhood Development Plan forward which was agreed.

The meeting was adjourned to allow Vivien Lantree Chair of the NDP Working Group to address the Council with fellow members of the working group in attendance with her. She updated the Council on progress since the last meeting. The group had received helpful feedback from TRDC which had been reviewed and the plan amended accordingly with further information then sought from TRDC. It was noted that there were two further reports that were potentially required – Habitats and Strategic and Environmental. It was also noted that TRDC would be going for consultation on the Local Plan and call for sites. The NDP could not conflict with the Local Plan which it did not do currently. It was proposed that the NDP consultation be put back to the end of October to be in line with the Local Plan consultation.

The meeting was reconvened at 7.44 pm

The Council

RESOLVED

To move the Neighbourhood Development Plan to the next stage noting the excellent work done to date by the working group.

This was proposed from the Chair and carried unanimously

Five members of the public then left the meeting leaving one member of the public still present.

18/39 CHAIR'S ANNOUNCEMENTS

Village Day – This had been a great success and the Chair thanked Councillors, Officers and Rangers with a special thanks to the Admin Officer who had co-ordinated the event.

Contingency Plan for the death of a Senior Royal – It was suggested that when this event occurs a Book of Condolence would be placed in the Library with a suitable floral display and the flag at the Parish Office would be flown at half-mast. This plan would be fed back by the Clerk to TRDC as the originator of the request.

Chorleywood Horticultural Society Autumn Show – the Chair advised that he had attended the show and presented the prizes to the winners of the Allotment competition and other prizes.

Chorleywood in Bloom – the Chair advised that the working group had met the previous day and agreed on the changeover from Summer to Winter planting and baskets would take place on the 1st October and that any help would be welcome. Cllr Raj Khuroya volunteered his services.

WW1 Commemoration weekend 8-11th November – the Chair advised that on the 10th November the Parish Council would be hosting an indoor street party event assisted by the WI and RVS followed by entertainment from groups that use the War Memorial Hall to be directed by Cllr Carol Kristian, again some volunteers to help on the day were needed. He advised that for this year only the Remembrance Service on Sunday 11th November would be at the War Memorial Hall, not the Church and could Councillors please indicate in advance whether they would be attending. On the 8th and 9th the Bookshop and Film Club respectively were holding events.

20 Years' Service by the Clerk – The Chair advised all Members that he was delighted to advise that the Clerk had achieved 20 years' service with the Council in July of this year. He thanked the Clerk for her dedication to her work, the help and guidance she had given over this period to Cllrs, noting that the significant health issues she had overcome during that period would have forced others into early retirement. There would be a presentation lunch at the Parish Office on the 1st October at 1pm at the Parish to which all Councillors were invited to attend.

18/40 QUESTIONS UNDER STANDING ORDER 9

There were no questions under Standing Order 9.

18/41 CLERKS REPORT

The Clerk highlighted the following items:

GDPR – this was moving forward, and a full report would be presented to Full Council when the full impact of the new regulations was better understood after a further two meetings had been held.

Computers – this would be resolved with the building refurbishment.

Memorial Garden Main Parade – A meeting had been held with the Residents Association to progress this. Cllr Rodney Kipps asked what was happening to the Twinning Christmas Tree and it was suggested that he contact David Hiddleston of the Residents Association. The Clerk advised that she had applied to TRDC for a grant to place a circular memorial bench around the tree by the Notice Board in the Village.

The Council

RESOLVED

To note the report.

18/42 COMMITTEE MINUTES

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

Planning 3rd July 2018 – Cllr Raj Khuroya presented the minutes which were agreed

Open Spaces 10th July 2018 – Cllr Tony Edwards presented the minutes.

Recommendation 1 Cemetery Fencing

The Council

RESOLVED

To go ahead with the new fencing for the cemetery as per the quote taking the money from unallocated reserves

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

Recommendation 2 Permissive Parking Area and Parking Meters

The Council

RESOLVED

To go ahead with the replacement parking meters as stated with the money to be taken from unallocated reserves.

This was proposed by Cllr Tony Edwards, seconded by Cllr Jackie Worrall and carried unanimously.

Planning 31st July 2018 – Cllr Raj Khuroya presented the minutes which were agreed.

Neighbourhood Development Plan 7th August 2018 - Cllr Steve Watkins presented the minutes which were agreed.

Neighbourhood Development Plan 21st August 2018 - Cllr Steve Watkins presented the minutes which were agreed.

Planning 28th August 2018 - Cllr Raj Khuroya presented the minutes. There was discussion on the open meeting organised by TRDC regarding the planning application for the development in Lower Road to which District Cllrs and the Chorleywood Residents Association had been invited but not Parish Cllrs. Cllr Raj Khuroya advised Members that he had been invited to attend by the Residents Association but had respectfully declined. Members were advised that the Statutory powers of the Parish Council would be emphasised in the next edition of Chorleywood Matters and it was suggested that these also be made clear in articles in My News and put on the Notice Board in the Library. It was stated that the CRA was a very good

organisation representing residents of Chorleywood but that it was not a statutory body with power to comment on planning applications.

Policy & Resources 4th September 2018 – Cllr Steve Watkins presented the minutes.

Recommendation1 Standing Orders

The Council

RESOLVED

To adopt the new standing orders

This was proposed from the Chair and carried unanimously.

18/43 ACCOUNTS FOR PAYMENT

In response to a Member's question regarding the Council still issuing cheques, the Clerk advised that she had been trying to get the Bank Mandate changed since May and that once this was in place steps would be made to move to Bank transfers rather than cheques where possible.

The Council

RESOLVED

To note the report.

18/44 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 Full Council 26th June 2018 and Policy & Resources Committee 4th September 2018

20.42pm The one remaining member of the public left the meeting.

18/45 SOUTH LODGE

The Clerk confirmed that the Planning Application issue had been resolved at Officer level

P&R Recommendation 1

The Council

RESOLVED

- 1 That the Clerk go ahead with the tender process for the South Lodge refurbishment
- 2 That the Clerk obtain a valuation and possible sale value of the table and chairs in the Council Chamber.

This was proposed from the Chair and carried unanimously.

In discussion of the refurbishment it was noted that the Officers would require temporary accommodation whilst the office refurbishment works were carried out and several options were suggested which the Clerk would follow up.

18/46 CLOSURE

The meeting started at 7.30pm, closed at 8.45pm

These minutes have been checked by the Chairman.

SignedVia email Dated26th November 2018.....

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
FC 18/42 Committee Minutes Planning 28 th August 2018	Action	Statutory powers of the Parish Council to be emphasised in the next edition of Chorleywood Matters and also be made clear in articles in My News and put on the Notice Board in the Library	Clerk

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