

CHORLEYWOOD PARISH COUNCIL

**MINUTES of the meeting of the PARISH COUNCIL held in The Common Room, Common Road, Chorleywood, on
Tuesday 4th December 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
Laura Hamilton – Admin Officer

18/47 PUBLIC FORUM

There were seven members of the public present. One member of the public addressed the Council about the TRDC Local Plan, proposed play area on the Common and the importance of protecting the Common for future generations. A second member of the public addressed the Council on behalf of the Friends of Chorleywood Common on the subject of the Nature Trail on the Common and the proposed play area on the Common.

18/48 REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS

There were no representations from District or County Councillors

18/49 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Iain Blythe, Richard Killick, Carol Kristian and Stuart Marshall.

18/50 DECLARATIONS OF INTEREST AND DISPENSATION

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

18/51 APPROVAL OF MINUTES

The Council

RESOLVED

That the minutes of the Annual Meeting of the 11th September 2018 be approved as a true and correct record.

These were duly signed by the Chair

18/52 MATTERS ARISING FROM THE PREVIOUS MEETING

18/45 South Lodge - Council Chamber Table and Chairs: In response to a Members question, the Clerk advised that she hoped to bring in an auctioneer over the Christmas period to advise on the table and chairs. If necessary, it was understood that the table could be separated into two parts and could be stored temporarily at the War Memorial Hall.

18/39 WW1 Commemoration weekend: Cllr Tony Edwards registered thanks and appreciation to everyone who took part in the events over the four days which had been a huge success

18/53 CHAIR'S ANNOUNCEMENTS

WW1 Commemoration weekend 8-11th November – the Chair advised that the five events over the four days had been extremely well attended and the Street Party held in the War Memorial Hall had gone exceptionally well. He had attended the Remembrance Service on the Sunday which this year had been held at the War Memorial Hall and had been very well attended and received.

Chairman's Charity Quiz Night - this had been held the following weekend with 22 tables sold. The Chorleywood Choral Society were the overall winners of the quiz. The Twinning Association had been the winner of the draw to receive £500 with all other charities present due to receive a cheque around £375. It was noted that next year would be the 10th anniversary of the Chairman's Quiz night.

Swillett Hall – The Chair advised all Members that several Cllrs including himself and the Clerk had visited Halls in Northwood and Uxbridge that had been built in partnership with a developer. The visits had generated a number of ideas which would be followed up.

18/54 QUESTIONS UNDER STANDING ORDER 9

There were no questions under Standing Order 9.

18/55 CLERKS REPORT

The Clerk highlighted the following items:

GDPR – the Clerk had attended a further meeting that day where additional data sets had been addressed with a further 13 still to go. There would be another training session on the 18th December after which the company would evaluate the findings and provide a traffic light report of things that needed to be addressed. It was already obvious that it would take a lot of time and resource to become fully compliant.

Year End Accounts – Since the report had been issued, despite the fact that the Auditors were three months late completing the Audit, the Clerk had been very disappointed to learn that the Accounts were to be qualified due to the sole fact that the accounts had been signed by the Clerk on the day of the meeting and not three days previously when papers for the meeting are issued. It appeared that all other Councils in TRDC had been qualified for the same reason.

BT Phone box – The Clerk reported that she was getting prices for the conversion works to be carried out.

South Lodge- The tender had been sent out by the Surveyor to five builders and responses were due back on the 20th December. The Cricket Club had agreed to house the Parish Office staff on the understanding that the building would be vacated before the season commenced.

Allotments and Halls On-line Booking system – demonstrations of both these software packages had been held and benefits of both seen. Prices were being obtained and the information would be forwarded to the next P&R Committee meeting.

Elections – The Clerk advised that she had received confirmation that the order had been confirmed in Parliament and the next election would be in 2022. If any Cllrs were to resign after the 10th February, By- elections if required would be held with the District elections on the 2nd May 2019 which would reduce the election costs.

Planning Training – the Clerk and Planning Officer had attended an excellent planning training session and the Clerk urged Cllrs to attend when another session was arranged.

The Council

RESOLVED

To note the report.

18/56 COMMITTEE MINUTES

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

Neighbourhood Development Plan 29th September 2018 – Cllr Jackie Worrall presented the minutes highlighting the key dates and the minutes were agreed

Planning 2nd October 2018 – Cllr Raj Khiroya presented the minutes which were agreed

Planning 30th October 2018 – Cllr Raj Khiroya presented the minutes which were agreed. It was noted that the action under Minute 18/092 applied to all Cllrs not just the Planning committee.

Open Spaces 6th November 2018 – Cllr Tony Edwards presented the minutes which were agreed.

Village Halls 13th November 2018 – Cllr Rodney Kipps presented the minutes and a few typos were corrected before the minutes were agreed. In response to Members questions the Clerk advised that the heating and the emergency lighting issues were both all sorted.

Policy & Resources 20th November 2018 – Cllr Steve Watkins presented the minutes which were agreed. Cllr Jackie Worrall recorded her apologies to the Staff that the Health and Safety report presented to P&R made no mention of the actions that had been taken and that the situation was not as bad as presented. Officers were not sitting on their hands and had for example made repeated requests of TRDC re the Asbestos surveys. It was felt many of the issues raised would be resolved by the forthcoming refurbishment of South Lodge. She requested a meeting with the Clerk and Deputy Clerk in the New Year to ensure that the issues raised by the report were addressed by the refurb and other actions as necessary. An update for the next and subsequent P&R meetings was requested.

Planning 27th November 2018 – Cllr Raj Khiroya presented the minutes

Recommendation

That the Parish Council make the following comments to the TRDC Call for Sites document

1. There is no provision in the document for changes to the infrastructure that will be necessary to accommodate the number of new dwellings proposed i.e. Shortage of school places; the need for more doctor's surgeries, pressure on the number of additional traffic, and lack of general services.
2. A number of the sites are currently in designated Green Belt and one, Green Street (PCS4), is in the AONB
3. The document appears to disregard the risk of flooding from surface water as defined by Herts County Council National Ecological Society maps which are used by the Insurance Companies
4. Access to some sites is along narrow country lanes which will aggravate the conflict between pedestrians, cyclists and vehicles
5. Members should request that the Chorleywood Neighbourhood Plan which covers density and type of buildings for new developments should be taken into consideration when assessing any future development site.
6. The Parish Council fully endorses the report of the CRA and work carried out by the Parish Councillors and appreciates the analysis undertaken,

The Clerk explained that the Committee had not gone into specified sites in detail noting that as a Parish Councillor it was difficult to consider individual sites in detail. It was noted that the Chorleywood Residents

Association (CRA) had however done so. The Committee had therefore arrived at six general points which would be forwarded with the CRA analysis as an addition to these points.

The Council

RESOLVED

To make the comments to the TRDC Call for Sites document as recorded in the recommendation and attach the CRA analysis as part of the return.

This was proposed by Cllr Jackie Worrall, seconded by Cllr Jane White and carried unanimously.

The Clerk advised that now the decisions had been made, there was nothing stopping Cllrs as individuals commenting on site specifics.

18/57 ACCOUNTS FOR PAYMENT

In response to a Member's question the Clerk advised that the 100 teaspoons purchased were for the jelly at the Street party held as part of the WWI commemoration event.

The Council

RESOLVED

To note the report.

18/58 CHORLEYWOOD PLAY SPACE

The Chairman confirmed that everyone was aware of the location of the site 15A the location of the proposed play area on the Common. He then opened the debate giving his views on the unsuitability of the area due to no parking nearby, the dangerous approach to this area via Shepherds Bridge with no traffic calming measure likely in the next few years, no footpaths and the fact that it was an area enclosed by woodland with no overlooking.

To put a play area in this location would cause the destruction of habitat for wildlife and the removal of at least 14 trees to get the equipment proposed onto site. There were no fences which meant that dogs and foxes would wander into the area and mess. Additionally, the area was already known for recreational drug use, given the number of gas canisters and other inappropriate paraphernalia regularly found by the Rangers.

Cllr Jane White asked whether TRDC wanted to come in on the idea of a third Wildwood Den which had been put to TRDC but had not been responded to formally. It was further noted that the TRDC report did not address any of the concerns raised.

Concern was raised at the expense and time taken in the consultation process only for the officer's recommendation to be rejected and the Wonder Wood project put on hold until there was more conclusive evidence that there was support in the Community for the project. With the level of responses at 325 there was not the evidence to support a play area at Site 15A. The findings of the Play Area Advisory Group a few years previously were revisited.

Considerable discussion took place around the table on the unsuitability of the site, the fact that this had all been debated before, decisions taken, and nothing had changed, or was likely to change and the fact the TRDC had never come back with a satisfactory answer on why a play area was not possible on the Chorleywood House Estate. Other professionals had also given their opinions at the time that the site on the Common was not suitable.

Cllr Jackie Worrall proposed, seconded by Cllr Harry Davies that the Council reject the request from TRDC for permission for a Play area at Site 15A.

An amendment to this proposal was made that the Council reject all formal Play areas on Chorleywood Common which was voted on first according to Standing Orders and

The Council

RESOLVED

That the Council reject all formal Play areas on Chorleywood Common

This was proposed by Cllr Jane White, seconded by Cllr Jill Leeming and carried with eleven votes in favour, none against and two abstentions.

Following further discussion

The Council

RESOLVED

To invite TRDC to come in with the Parish Council on the Nature Trail

This was proposed by Cllr Debbie Rosario, seconded by Cllr Raj Khiroya and carried with eleven votes in favour and two abstentions

Also

The Council

RESOLVED

That the Parish Council request TRDC to formally consider Chorleywood House Estate again and provide residents and the Parish Council with the reasons if turned down.

This was proposed by Cllr Jill Leeming, seconded by Cllr Debbie Rosario and carried unanimously.

18/59 CLOSURE

The Chairman wished everyone a Happy Christmas and New Year before closing the meeting.

The meeting started at 7.30pm, closed at 8.43pm

These minutes have been checked by the Chairman.

Signedagreed via email..... Dated14/1/19.....

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 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 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.