

CHORLEYWOOD PARISH COUNCIL

MINUTES of the ANNUAL MEETING of the Parish Council held at South Lodge, Rickmansworth Road, Chorleywood, on Tuesday 3rd May 2016

MEMBERSHIP & ATTENDANCE

Councillors:

* Cllr Jo Clarke	* Cllr Alison Preedy
* Cllr Barbara Dickens	* Cllr David Raw
* Cllr Tony Edwards	* Cllr Martin Trevett
* Cllr Raj Khiroya	* Cllr Steve Watkins
* Cllr Rodney Kipps	* Cllr Jane White
* Cllr Jill Leeming	* Cllr Jenny Wood
* Cllr K Morris	* Cllr Jackie Worrall

Three vacancies

* Denotes Member present

Officers Present

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

There was one member of the public present

16/01 ELECTION OF CHAIRMAN OF THE COUNCIL

Nominations were received for Cllr Jane White, seconded by Cllr Tony Edwards.
With no other nominations

The Council

RESOLVED

That **Cllr Jane White** be elected as Chairman of the Council for the Municipal Year 2016/2017.

This was carried unanimously.

(Upon her election the Chairman signed her declaration of acceptance of office).

16/02 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL

The Chairman asked for nominations for the Vice Chairman. The Clerk advised that she had received one nomination for Cllr Steve Watkins seconded by Cllr Alison Preedy. There were no other nominations.

The Council

RESOLVED

That **Cllr Steve Watkins** is elected as Vice-Chairman of the Council for the Municipal Year 2016/2017.

This was carried unanimously.

The Chairman thanked everyone for selecting her and addressed the Council

She stated that were Cllr Tony Edwards to have been a pilot at the controls of an Air Chorleywood flight these past two years, she thought everyone could agree that it hadn't been a wholly smooth ride. Whilst there had mostly been clear skies, there had been bumpy times and occasionally extreme turbulence. But nevertheless she stated, Cllr Edwards had piloted them throughout with a calm, prudent and experienced hand.

Under his stewardship, the Parish had done a huge amount of work and achieved a great many things that would not have been possible without his direction, his wisdom and his full attention to every detail of Council business. She hoped that he could look back on his two years in the Chair and be proud of what he had accomplished. She then asked all Councillors to join her in thanking Cllr Tony Edwards for being a most excellent Chairman.

She went on to say that they had just heard that the Council had said goodbye to three Councillors, Barbara Green, John Copley and Harry Davies. She would like to thank Barbara Green for her work as Chair of Open Spaces and for her time and effort on the Play Area Advisory Committee. Her thanks also went to John Copley and Harry Davies for their input over the past year.

She went on to say that as they said goodbye to some they welcomed others and welcomed Cllr Steve Watkins as their Vice Chair. Those with an eagle eye might recall that Cllr Watkins was particularly fond of this role, being as this was his second stint in three years (Clearly he was fond of the chair). She hoped that they might be able to tempt Cllr Watkins with the fully enameled version next year and addressed Cllr Watkins saying that she looked forward to working with him.

She continued that changes in personnel aside, the business of the Parish went on. The Council had much to be proud of this past year as they had just heard Cllr Edwards mention and looked forward to ongoing projects such as Chorleywood in Bloom, signage on the horse track, the renegotiation of the Cricket Club lease and working with TRDC to get the Play Area up and running in CWHE.

On the subject of the play area she said, many round the table might be forgiven for feeling a little battered and bruised after the previous week's EGM. It had been a tough meeting which, as Cllr Khiroya had said at the time, was never going to result in an outcome which pleased everybody. Nevertheless she said they should hold their heads up high knowing that they had tackled a divisive and contentious issue in a (mostly) sensible, considered and balanced manner.

She went on to say that the outcome of the meeting was not just the decision regarding the location of the play area. In doing so they had also disappointed a great many residents. Working relationships between community groups, with PAAC members, with Councillors, with residents and within the Council itself had been tested. She stated that she would like to propose that they commenced the new Council year afresh. That they use the next twelve months to pursue some 'nice' projects. That they use those projects to involve and include Community Groups. That they try to build bridges and promote Chorleywood Parish

Council as *nice people to do business with*, not the jobs-worth *computer says no* outfit that some perceive us to be.

To that end she stated that they had got some super projects in the pipeline-

- The Open Spaces Committee would be encouraged to crack on with the Nature Trail and would be considering new material to improve surfaces for the Common parking areas.
- The Planning Committee will soon be introducing them to new Gateway signs for Chorleywood, and will continue to liaise with the Neighbourhood Plan working group reminding members that if the Neighbourhood plan was done, it meant more money for the Parish
- The Village Halls Committee would soon be welcoming their newest tenant – a nursery – for the start of a hopefully long term arrangement at the Hollybush Hall. Plus managing the Councils transition into the Common Room for the Parish meetings.
- P&R would be working on the refurbishment of the space they were sat in as offices for Parish Staff and they would also see a fresh look for the Parish Website and a new Family Day to be held in late summer to promote and celebrate the Common.

She then said that none of these things would be possible without the unstinting support of the staff; from the Clerk and her team in the office, to our Rangers in the field. Yvonne, Claire, Michelle, Laura, Andy, Chris and Phil – thank you.

She finished by saying that in the next couple of months hopefully three new Councillors would join them. She stated that it would be great if those here tonight could put any past antagonisms behind them and work together as they had done so successfully before. All Councillors give their time on a voluntary basis and she believed did with a shared goal of achieving the best for Chorleywood. She stated that she was honoured that they had elected her to the chair this year and she looked forward to working with them all

16/03 APOLOGIES FOR ABSENCE

There were no apologies for absence.

16/04 DECLARATION OF INTEREST

None received

16/05 APPROVAL OF THE MINUTES

The Council
RESOLVED

To formally approve the minutes of the Annual Meeting of 5th May 2015, which were noted at the Council Meeting held on the 30th June 2015 as a true and correct record.

16/06 MEMBERSHIP OF COMMITTEES 2016/2017

Cllr Jackie Worrall sought clarification on whether as the Council was three Councillors short they could make decisions temporary until it was known who the new Councillors were. Cllr Alison Preedy asked how long the process was likely to take and the Clerk went through the process. The following day she would officially notify the returning officer at TRDC. For 14 working days the vacancies would be published and people would be able to request an

election if they had ten signatures per vacancy from that ward calling for an election. If there were three names put forward they would be voted in, if there were more than three there would be an election within 60 days of the notice. She had been advised that the election could not be carried out at the same time as the EU Referendum and the Council would need to decide whether poll cards were to be issued. If there was no call for an election, the Council could co-opt members.

Following discussion on the best approach with respect to the make-up of the Committees,
The Council

RESOLVED

That appointments to Committees are agreed temporary until the Council was up to full complement at which point they would be reviewed

This was proposed by Cllr Jackie Worrall, seconded by Cllr Martin Trevett and carried unanimously.

With respect to the Cricket Club Advisory committee Cllr Jane White advised that the lease was up in the near future and the Council would be entering into negotiation. She advised that the Cricket Club had recently replaced their members with a strong negotiation team and suggested that this Committee might be quite onerous with quite serious business being discussed. The Clerk added that the Cricket Club wanted a 99 year lease, (their previous lease having been 25 years) in order to be able to raise money for the building work. It was noted that people with specialist skills would be welcome. The Clerk further added that the Club had wanted 125 years but that the Parish Council could not give more than 99 years.

The Council

RESOLVED

That the composition of the Committees of the Council in the Municipal Year 2016/2017 (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

Jo Clark
Barbara Dickens
Tony Edwards
Raj Khiroya
Jill Leeming
Alison Preedy
Martin Trevett
Steve Watkins (ex officio)
Jane White (ex officio)

Planning:

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

Councillors:

Barbara Dickens
Raj Khuroya
Rodney Kipps
Alison Preedy
David Raw
Steve Watkins (ex officio)
Jane White (ex officio)
Jackie Worrall

Chorleywood Village Halls Management Trust:

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

Councillors:

Raj Khuroya
Rodney Kipps
Jill Leeming
Ken Morris
Alison Preedy
Steve Watkins (ex officio)
Jane White (ex officio)
Jenny Wood

Cricket Club Advisory Committee

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

Councillors:

Tony Edwards
Raj Khuroya
Rodney Kipps
Jill Leeming
Steve Watkins
Jane White
Jenny Wood

Standing orders were then temporarily suspended at 8.24pm to elect the Chair and Vice Chairs of the Committees.

16/07 ELECTION OF CHAIRMEN AND VICE CHAIRMEN OF COMMITTEES

(i) Open Spaces

Cllr Tony Edwards was proposed as Chairman, Cllrs Barbara Dickens and Martin Trevett as Vice Chairman. A vote was therefore taken for the Vice Chairman which was 6 votes in favour of Cllr Barbara Dickens and 3 in favour of Cllr Martin Trevett. There were no other nominations therefore the Committee unanimously agreed to the appointment of

- Cllr Tony Edwards as Chairman of Open Spaces and

- Cllr Barbara Dickens as Vice Chairman of Open Spaces by 6 votes to 3

(ii) Planning Committee

Cllr Raj Khiroya was proposed as Chairman, Cllr Steve Watkins as Vice Chairman. There were no other nominations therefore the Committee unanimously agreed the appointment of

- Cllr Raj Khiroya as Chairman of Planning
- Cllr Steve Watkins as Vice Chairman of Planning

(iii) Chorleywood Village Halls Management Committee

Cllr Rodney Kipps was proposed as Chairman, Cllr Alison Preedy as Vice Chairman. There were no other nominations therefore the Committee unanimously agreed the appointment of

- Cllr Rodney Kipps as Chairman of the Chorleywood Village Halls Management Committee
- Cllr Alison Preedy as Vice Chairman of the Chorleywood Village Halls Management Committee

Standing Orders were re-instated at 8.30pm

(iv) Policy & Resources Committee

The Council

RESOLVED

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

Chairman – Cllr Jane White

Vice-Chairman – Cllr Steve Watkins

Chairman Open Spaces – Cllr Tony Edwards

Vice-Chairman Open Spaces – Cllr Barbara Dickens

Chairman of Planning – Cllr Raj Khiroya

Vice-Chairman of Planning – Cllr Steve Watkins

Chairman of Chorleywood Village Halls Management Committee – Cllr Rodney Kipps

Vice-Chairman of Chorleywood Village Halls Management Committee – Cllr Alison Preedy

These positions were unanimously agreed en-bloc.

16/08 REPRESENTATION ON OTHER BODIES 2016/2017

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**

Chairman, Vice-Chairman and Clerk.

It was noted that Chorleywood would be hosting this Committee for the coming year.

- b) **Chorleywood Youth Club**
Cllr Raj Khuroya.
- c) **Chiltern Open Air Museum**
Cllr Steve Watkins
- d) **Hertfordshire Association of Town & Parish Councils**
No Nominations required
- e) **Chorleywood Twinning Association**
Cllr Jill Leeming and a vacancy
- f) **Herts Association Larger Local Councils**
Cllr Ken Morris, Cllr Martin Trevett and Cllr Jane White
- g) **Three Rivers Environmental Forum**
Cllr Tony Edwards
- h) **Highways**
Cllr David Raw

These positions were unanimously agreed en-bloc.

16/09 BANK MANDATE

The Council

RESOLVED

That the authorised signatories to the Council's bank accounts being the Co-op Instant Access Account, Parish Council Account and the War Memorial Hall Account and the Parish Council investment accounts being namely the Scottish Widows, Nat West, and NS&I be Cllrs Tony Edwards, Alison Preedy, Martin Trevett, Steve Watkins and Jane White, the Clerk and the Deputy Clerk.

16/10 EDITORIAL TEAM OF CHORLEYWOOD MATTERS.

The Council

RESOLVED

That the Chorleywood Matters editorial team be made up of Cllrs Jill Leeming and Jackie Worrall for the time being.

Members of the Council were advised that they could put forward articles for publication at any time.

16/11 HUMAN RESOURCES PANEL

The Council

RESOLVED

That although Human Resources was now outsourced to TRDC, Cllrs Barbara Dickens and Ken Morris and Jane White remain on the Human Resources Panel.

16/12 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 Raj Khiroya, and unanimously agreed.

16/13 CLOSURE

The meeting have commenced at 8.00 pm closed at 8.40 pm.

These minutes have been checked by the Chairman

SignedVia Email..... Dated

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

Signed Dated

Appendix 1

LIST OF ANNUAL SUBSCRIPTIONS AND DONATIONS 2016/17

DONATIONS:

Chiltern Open Air Museum	£250.00
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SUBSCRIPTIONS:

HAPTC Herts Association of Parish and Town Councils	£1598.52*
*Includes the subscription to NALC	

National Assoc Rural Community Councils (ACRE)	£10.00
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Chiltern Society	£25.00
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Society of Local Council Clerks (SLCC)	£284.00
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Council for Protection of Rural England (CPRE)	£36.00
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Community Development Agency (CDA)	£30.00
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Open Spaces Society	£45.00
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LCR The Official Magazine for NALC	£17.00
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Conservation Land Management	£16.00
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Journal of the Assoc of Small Historic Towns & Villages	£35.00
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Hertfordshire Building Preservation Trust	£30.00
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ICCM Institute of Cemetery and Crematorium Management	£90.00
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Country Land & Business Association (CLA)	£289.00
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Total	<u>£2755.52</u>
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