

CHORLEYWOOD PARISH COUNCIL

MINUTES of the ANNUAL MEETING of the Parish Council held in the War Memorial Hall, Common Road, Chorleywood, on Tuesday 19th May 2020

MEMBERSHIP & ATTENDANCE

Chairman: * Steve Watkins

Iain Blythe	Stuart Marshall
Harry Davies	* Ken Morris
Janet Davies	* Alison Preedy
* Tony Edwards	* Colin Payne
* Zenab Haji-Ismail	Steve Rooker
* Raj Khuroya (VZ)	* Debbie Rosario
Richard Killick	* Jane White
Rodney Kipps	* Jackie Worrall (VZ)

(VZ) Via Zoom

*Denotes member present

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

This meeting had been postponed from 5th May 2020 due to the COVID-19 pandemic

Those attending the meeting Via Zoom, were able to contribute but were not permitted to vote under the COVID-19 Coronavirus Act 2020 s 78.

There were no members of the public present.

20/01 ELECTION OF CHAIR OF THE COUNCIL

Nominations were received for Cllr Debbie Rosario with no other nominations

The Council

RESOLVED

That **Cllr Debbie Rosario** be elected as Chair of the Council for the Municipal Year 2020/2021

This was carried unanimously.

The Declaration of Office was signed. The new Chairman thanked Cllrs for their nomination and was looking forward to the forthcoming year. She thanked Cllr Steve Watkins for his Chairmanship over the past two years and stated that she would look to him for support.

20/02 ELECTION OF VICE-CHAIR OF THE COUNCIL

There was one nomination for Cllr Steve Watkins with no other nominations.

The Council

RESOLVED

That **Cllr Steve Watkins** is elected as Vice-Chair of the Council for the Municipal Year 2020/2021.
This was carried unanimously.

20/03 APOLOGIES FOR ABSENCE

There were apologies for absence from Cllrs Iain Blythe Harry Davies, Janet Davies, Rodney Kipps, Stuart Marshall. Cllrs Richard Killick and Steve Rooker were absent from the meeting.

20/04 DECLARATION OF INTEREST AND DISPENSATION

There were no declarations of interest and dispensation received.

20/05 MINUTES

The minutes of the **Annual Meeting dated 7th May 2019** were noted.

20/06 MEMBERSHIP OF COMMITTEES 2020/2021

The Council

RESOLVED

That the composition of the Committees of the Council in the Municipal Year 2020/2021 (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

Tony Edwards
Raj Khuroya
Richard Killick
Rodney Kipps
Stuart Marshall
Colin Payne
Alison Preedy
Debbie Rosario (ex officio)
Steve Watkins (ex officio)

Planning:

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

Councillors:

Iain Blythe
Zenab Haji-Ismael
Colin Payne
Debbie Rosario (ex officio)

Steve Watkins (ex officio)
Jackie Worrall
2 vacancies

Chorleywood Village Halls Management Trust:

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

Councillors:

Raj Khiroya
Rodney Kipps
Ken Morris
Alison Preedy
Debbie Rosario (ex-officio)
Steve Watkins (ex officio)
2 Vacancies

Cricket Club Advisory Committee

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

Councillors:

Tony Edwards
Raj Khiroya
Rodney Kipps
Debbie Rosario
Steve Watkins
Jackie Worrall

Chorleywood In Bloom Working Party

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

Councillors:

Tony Edwards
Zenab Haji-Ismail
Steve Watkins

HR Panel

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

Councillors:

Tony Edwards
Ken Morris
Debbie Rosario
Jackie Worrall

20/07 ELECTION OF CHAIRS AND VICE CHAIRS OF COMMITTEES

(i) Open Spaces

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

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

(ii) Planning Committee

Cllr Zenab Haji-Ismael was proposed as Chair, Cllr Jackie Worrall as Vice Chair. There were no other nominations therefore the Committee unanimously agreed the appointment of

- Cllr Jane White as Chair of Planning
- Cllr Harry Davies as Vice Chair of Planning

(iii) Chorleywood Village Halls Management Committee

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

- Cllr Raj Khiroya as Chair of the Chorleywood Village Halls Management Committee
- Cllr Jane White 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.

(iv) Policy & Resources Committee

The Council

RESOLVED

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

Chair – Cllr Debbie Rosario

Vice-Chair – Cllr Steve Watkins

Chair Open Spaces – Cllr Tony Edwards

Vice-Chair Open Spaces – Cllr Alison Preedy

Chair of Planning – Cllr Zenab Haji-Ismael

Vice-Chair of Planning – Cllr Jackie Worrall

Chair of Chorleywood Village Halls Management Committee – Cllr Raj Khiroya

Vice-Chair of Chorleywood Village Halls Management Committee – Cllr Jane White

Cllr Rodney Kipps was also elected onto the Committee

These positions were unanimously agreed en-bloc.

20/08 REPRESENTATION ON OTHER BODIES 2020/2021

The Council

RESOLVED

That due to COVID-19 the membership of outside committee would remain the same but could be reviewed at the September meeting should changes be required. Therefore, 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) **Chiltern Open Air Museum**

Cllr Stuart Marshall

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

Cllr Jane White had been elected for three years and would therefore continue until the AGM was called by HAPTC.

d) **Chorleywood Twinning Association**

Cllr Rodney Kipps and one vacancy

e) **Herts Association Larger Local Councils**

Cllr Ken Morris and Jane White

f) **Three Rivers Environmental Forum**

Cllr Tony Edwards

g) **Highways**

Vacancy

h) **Friends of Chorleywood Common**

Richard Killick

These positions were unanimously agreed en-bloc.

20/09 BANK MANDATE

The Council

RESOLVED

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

20/10 GENERAL POWER OF COMPETENCE

The Council

RESOLVED

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

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

This was proposed by Cllr Debbie Rosario, seconded by Cllr Jane White and unanimously approved.

20/11 EDITORIAL TEAM OF CHORLEYWOOD MATTERS.

The Council

RESOLVED

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

20/12 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 from the Chair and unanimously agreed.

20/13 CLOSURE

The meeting having commenced at 7.39pm closed at 7.55 pm.

These minutes have been checked by the Chairman

Signedagreed via email Dated26th May 2020.....

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

Signed Dated

Appendix 1

LIST OF ANNUAL SUBSCRIPTIONS AND DONATIONS 2020/21

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	£1655.98*
National Assoc Rural Community Councils (ACRE)	£10.00
Chiltern Society	£30.00
Society of Local Council Clerks (SLCC)	£308.00

Council for Protection of Rural England (CPRE)	£36.00
Community Development Agency (CDA)	£35.00
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	£95.00
Country Land & Business Association (CLA)	£306.00
National Allotment Society	£66.00
Total Subscriptions	£2684.98
TOTAL DONATIONS & SUBSCRIPTIONS	£3734.98