



# **Buckland & Chipping Parish Council**

Clerk: Colin Marks

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## **MINUTES OF BUCKLAND & CHIPPING PARISH COUNCIL MEETING No. 305** **Monday 1<sup>st</sup> March 2021, 7.30pm, via Zoom video conferencing under Covid-19 legislation**

Cllr Jeff Kenyon (Chair) (JK)\*

Cllr Penny Newman (PN)\*

Cllr Aubrey Holt (AH)

Cllr Robert Arkle\* – following co-option

Cllr Jennifer Makewell (JM)\*

**\* Denotes present**

Also attending: Cllr Jeff Jones and Cllr Stan Bull

Clerk: Colin Marks, Clerk to Buckland & Chipping Parish Council

### **ACTION**

#### **305.01 Apologies for absence**

1. Councillors: None
2. Other apologies: None

#### **305.02 Declarations of Interest and dispensation requests: None**

#### **305.03 1. Minutes of Ordinary Meeting 304 held on 11<sup>th</sup> January 2021**

**RESOLVED: that the Minutes of Meeting 304 held on 11<sup>th</sup> January be approved as drafted.**

**Clerk**

#### **305.04 Casual Vacancy**

An application form was received from Robert Arkle and the Clerk confirmed his eligibility. It was unanimously **RESOLVED to co-opt Robert Arkle to the Parish Council.**

**Clerk**

The Declaration of Acceptance of Office was signed in the presence of the Council and Cllr Arkle took his place at the meeting.

#### **305.05 Police Report**

The Clerk read the following report sent by PCSO Paul Dearman:

*Parish crimes and incidents since last meeting (11 January -28February):*

*6x "violence against the person" crimes recorded*

*2x reports of potential Poaching or Hare Coursing on Buckland.*

*1 x RTC*

*OWL: There are currently 47 registered Neighbourhood watch users in Buckland and Chipping*

*General messages across East Herts:*

- Vaccination and telephone Scam warnings
- Hare Coursing patrols

*What we've been doing*

*Speed monitoring in Chipping*

*Contrary to alarmist social media postings about dog thefts in the area, there have been none reported in 2021. Requests have been made to a number of Facebook pages to remove spurious and potentially malicious posts.*

*Upcoming events*

*East Herts Rural quarterly Police Priority Setting Forum 24<sup>th</sup> March 20*

The Chairman said there have been reports of dogs chasing foxes and deer and asked the Clerk to check with the police to see if they had knowledge of any such reports.

**Clerk**

# UNAPPROVED DRAFT<sup>1</sup>

305.06

## Finance

### 1. Accounts

	£
<b>Accounts summary to 22 February</b>	
<b>Opening bank balance 1 January 2021</b>	<b>18,627.45</b>
Minus Nov presented cheques 981, 984, 985	<u>794.99</u>
	17,832.46
Income Jan/Feb	0.00
Expenditure Jan/Feb	<u>751.76</u>
	17,080.70
Plus unpresented cheques 991, 992	<u>270.00</u>
<b>Bank balance 22 February 2021</b>	<b>17,350.70</b>
Minus unpresented cheques 978, 991, 992	<u>295.00</u>
<b>Reconciled cashbook balance 22 February</b>	<b><u>17,055.70</u></b>

It was unanimously **RESOLVED to accept and approve the Accounts Statement.**

Clerk

**2. Noted:** The reconciliation of the 22 February accounts sheet and bank statement.

*Clerk's note: there were no further transactions in February*

### 3. Budget vs Actual performance to 22 February 2021

The Clerk provided an itemised statement of the budget vs actual financial position as at 22<sup>nd</sup> February. Actual income to date, including 50% of precept and £909 unbudgetted New Homes Bonus, was £11,740 against the budget of £10,800. Actual net expenditure was £10,125 against the budget of £10,986.

There is a £50 petty cash float.

It was unanimously **RESOLVED to accept the financial statement.**

Clerk

### 4. Approval / ratification and signing of cheques for payment

*All expenditure made under the General Power of Competence*

Date	Payee	Item	£	Chq
01/03	Clerk	Mileage/phone expenses Feb/March	<b>43.57</b>	994
01/03	Clerk	Salary January-March 2021	<b>421.49</b>	995
01/03	HMRC	PAYE 4 <sup>th</sup> quarter Jan-March 2021	<b>105.40</b>	996
01/03	Clerk reimbursement	Land Registry Title and Plan for ACV	<b>41.88</b>	997
		Recoverable VAT included	6.98	

**RESOLVED: to approve the payments as listed.**

Clerk

### 5. Bank mandate: update

**RESOLVED: that Cllr Robert Arkle be added to the Barclays mandate as a signatory.** The Clerk to check with Barclays for the information they require.

Clerk/RA

305.07

## PLANNING

**1. New Planning Applications:** None

**2. Decision Notices.** The following were noted:

**3/21/0085/HH 1 Chipping Hall Barns:** Construct summer house. *Decision awaited*

**3/19/2402/FUL Oak Cottage:** Demolish garage; erect 3-bed dwelling. *Appeal awaited*

**3/20/0609/HH Oak Cottage:** Demolish extensions; erect rear extensions. *Appeal awaited*

**3/20/0630/LBC Oak Cottage:** Demolish extensions; erect rear extensions. *Appeal awaited*

**3. Other planning matters, including late applications received:** None

305.08

**Correspondence** – noted as per the agenda, for information only:

- Parishioner, Church PCC: re churchyard hedge and other maintenance matters
- The Diary: "Thank You" email for BCPC's donation
- ONS: request for help with March 2021 Census engagement
- Parishioner: re Brookside hedge obstruction to oil delivery

## UNAPPROVED DRAFT<sup>1</sup>

- Diocese, HCC PRow: re damaged kissing gate
- HAPTC/NALC: re new Code of Conduct due in the Spring
- EHC Planning and Tech Support: Consultee registered login problems
- EHC: Info on Food Waste Reduction Campaign

305.09

### Parish matters

#### 1. Highways

It was noted that the salt bin at Whitely Lane needs refilling. Cllr Jeff Jones clarified that the bin does not belong to Herts Highways and therefore they do not service it. There is one Parish Council salt bin in Buckland and one in Chipping. These should be replenished by ordering salt from HCC when it is made available each autumn. It was agreed to add salt ordering to the September agenda.

Clerk

#### 2. Public Rights of Way and Definitive Map

The Chairman said there was nothing more to add to the last report.

#### 3. River Rib Project

Cllr Penny Newman said nothing more has been heard to date.

PN

#### 4. Churchyard

1. The broken kissing gate and hinge: Public Rights of Way Officer Nicholas Maddex reported that he had inspected the path on 25<sup>th</sup> February and found that the gate and half the surround had been moved away from the gateway. It would appear that the purpose of this structure is, or was, to retain livestock, and so it will be the responsibility of the farmer. Nicholas will leave it to the farmer to replace it as and when he next has stock in this pasture, as currently it is not a problem to users.

2. Provision of a rubbish bin: No response as yet to the appeal made in the last Newsletter.

JK

3. Hedge trimming and other maintenance matters and concerns: The Chairman reported that a flurry of exchanges between residents and the Rector has resulted in an agreement that the PCC is responsible for the hedge and they will work with residents on the ongoing maintenance of the hedge.

#### 5. Acquisition of land for the parish

1. A recreation area: The Chairman reported that two responses on this question have been received from parishioners, neither being in favour of the idea. Safety, particularly regarding car parking for anyone driving to the site, was of particular concern. It was therefore **RESOLVED not to pursue the subject any further.** Cllr Jeff Jones asked for the location of the proposed site, but the Chairman said the matter had now been abandoned and the suggested location was therefore irrelevant.

2. Water Wheel land: No responses received to date from anyone claiming ownership. Therefore, an advertisement will be placed in the local paper prior to the matter being raised at the Annual Meeting of the Parish in May

JK  
Clerk

#### 6. Coronavirus Act and Parish Council Meetings

It was noted that the Coronavirus Act that allows Parish Councils to hold virtual meetings expires on 7<sup>th</sup> May. There are calls for the government to extend this, but that has not yet been agreed to. The Clerk to keep the Council informed.

Clerk

#### 7. The Countryman Asset of Community Value registration

The Clerk reported that the necessary paperwork and documents have now been obtained and the registration application is underway. It should be completed and submitted to EHC very shortly.

Clerk

305.10

### Events 2021

**Summer event:** This is scheduled for Sunday 12<sup>th</sup> September. The Chairman noted that what Coronavirus regulations will be in place at that time will hopefully be known by the May meetings so that plans for the event can be firmed up.

JK/ALL

## UNAPPROVED DRAFT<sup>1</sup>

### 305.11 County and District Councillor reports

Cllr Stan Bull. Noted that the show of daffodils along the verge makes a fantastic entrance to Chipping village. He also noted that at the last PC meeting, rubbish had been reportedly dumped into the river. The Chairman said that had now been cleared.

Cllr Jeff Jones. 1) Congratulated Robert Arkle on his co-option and said he would be a good addition to the Parish Council. 2) Noted the salt bin requirement discussed earlier in the meeting. 3) New Homes Bonus: Being considered at the EHC budget meeting on 2<sup>nd</sup> March. It is anticipated that EHC will not distribute it as in the past but will retain 100% of the government's allocation. Parish Councils may apply for a grant from that allocation provided all previous years' NHB money has been spent, the maximum that can be applied for being the previous year's NHB payment. Grant applications may be made via Cllr Jones. 4) Brookside: The oil delivery problem has been resolved; Clarion Housing will trim the bushes and a new oil supplier has been engaged. No further problems are anticipated. 5) HCC agreed its budget at a 7.5 hour meeting last week. 6) A Covid testing centre is being opened in Bowling Road car park for testing on Mondays. 7) Elections for County Councillors and Police & Crime Commissioners will go ahead on 6<sup>th</sup> May as planned. Cllr Jones said he will be standing for re-election. 8) It is noted that Whitely Lane will be closed for resurfacing 22<sup>nd</sup>-23<sup>rd</sup> March. 9) Litter picking: It was noted that a very community-minded resident of Buntingford has done a tremendous amount of voluntary litter picking. Having said that, the A10 is too dangerous to litter pick and must only be done under traffic management arrangements. 11) Cllr Jones wished the Parish Council to note that the hand delivery of leaflets, including the Newsletter, is illegal under current Covid legislation, posing a potential risk to both the deliverers and recipients.

### 305.12 Urgent matters received too late for the agenda.

None raised.

#### **Suspension of meeting for Public Comments:**

No comments were received further to those made earlier by Councillors Bull and Jones.

### 305.13 Items for future agendas

- May Annual Meeting of the Parish: Water wheel land ownership Clerk
- Revisions to Governance policy documents. Noted that there will be a new NALC Model Code of Conduct that is intended for approval at the May meeting (Clerk) Clerk
- Emergency Plan update: It was noted that any plan may be subject to changes as and when Hertfordshire becomes a Unitary Authority (Cllr J Kenyon) JK
- Chipping Milestone: Update on restoration and repositioning possibilities: on hold until Covid restrictions have been completely lifted (JK/Rod Taylor) JK
- September Agenda: order winter salt for Buckland and Chipping bins Clerk

### 305.14 Date of next meetings and Newsletter dates

Due to the uncertainty of whether Coronavirus legislation will allow virtual meetings after 7<sup>th</sup> May, it was **RESOLVED to hold the May meetings via Zoom on Wednesday 5<sup>th</sup> May** Clerk

1. Annual Meeting of the Parish (NOT Council): 7pm Wed Monday 5<sup>th</sup> May. Followed by:
2. Annual Parish Council Meeting at approx. 7.15pm. Followed by:
3. Ordinary May Parish Council Meeting at approx 7.30pm

#### **4. May Newsletter**

***The following were agreed: Subject to delivery being allowed under prevailing Coronavirus legislation***

1. Template/Format: As per the March edition JK
2. Editor: Cllr Jeff Kenyon JK
3. Deadlines: (i) Final copy to editor: 20<sup>th</sup> April ALL  
(ii) Ok press for printing to Clerk: 22<sup>nd</sup> April JK/Clerk  
(iii) Printed copies for distribution: 23<sup>rd</sup> April Clerk/ALL

**UNAPPROVED DRAFT<sup>1</sup>**

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8.48pm.

**Signed**.....**Dated**.....

DRAFT