



Buckland & Chipping Parish Council

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MEETING No 272 of BUCKLAND & CHIPPING PARISH COUNCIL

Monday 5 September 2016

Parish Council Members are hereby summoned to attend Buckland & Chipping Parish Council Meeting 272 on Monday 5 September 2016 at St Andrew's Church, Buckland, at 8pm for the purpose of transacting the following business

Public and press are welcome to attend, although they may be excluded for the discussion of confidential business. Please note that public participation is not permitted except during the time designated for public comments.

Signed: Colin Marks, Proper Officer and Clerk to the Parish Council

Date: 30 August 2016

AGENDA

- 272.01 Apologies for absence**
 - 1. Councillors (with the reason)
 - 2. Other apologies
- 272.02 Declarations of Interest and dispensations**
 - 1. To receive declarations of interest from councillors on items on the agenda (*including non-pecuniary, with the nature of the interest*). *Members with a Disclosable Pecuniary Interest (DPI) in any agenda item, whether registered or not, must not participate in any discussion on the matter, cannot vote on the matter and must leave the room whilst any discussion or voting is taking place.*
 - 2. To receive members' written requests for dispensations for declarable interests (if any)
 - 3. To discuss and vote on any requests for dispensation as appropriate
- 272.03 To approve and sign Minutes of Annual Parish Council Meeting 271 held on 11th July 2016**
- 272.04 Casual Vacancy:** To consider any applications received
- 272.05 Police Report:** To receive report from Hertfordshire Police
- 272.06 To receive Chairman's Report:** For information only
- 272.07 Finance**
 - 1. To receive the accounts statement (*Appendix A*)
 - 2. To receive report of the financial position against budget
 - 3. For a non-signatory member to verify and sign the accounts reconciliation and bank statements
 - 4. To agree signing of cheques for payment (*Appendix B*) – *to be signed at the end of the meeting*
 - 5. Completion of the Annual Return 2015/16 by BDO
 - 1. To approve and accept the Annual Return as signed off by BDO
 - 2. To note issues arising and action required
 - 3. To note that the Annual Return and Notice of Conclusion of Audit has been published as required by law

272.08 PLANNING

1. New Applications

NONE		
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2. Decision Notices

3/16/1689/HH 3/16/1690/LBC	Deerleap, Chipping: Replace existing roof tiles with slate. Draft proofing window refurbishment and repaint. Repaint exterior walls to match existing. Boarding at loft level and increase size of loft hatch opening. <i>NO OBJECTIONS</i>	Awaiting decision
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3. Other planning matters or applications received too late for the agenda

1. To note planning training event at Wallfields, 18 October, 7pm (invitations to follow)

272.09 Correspondence: To receive list of correspondence (*list below, for information only*)

272.10 Buckland Church

1. To receive update on letter to CCT re items: floor grille, entrance lighting, opening hours, automatic door opening system, permanent display of remembrance.
2. Chemical/compost toilet: To receive update on approval of PCC/Diocese
3. Entrance track improvements: To receive update on Diocese views

272.11 Telephone kiosks/AED boxes and bus shelter cleaning contract

1. Update on monthly rota, with signed/dated tick box, to check working order.
2. To note familiarisation demonstration to be conducted at the Summer Event on 17th September
3. Update on the placement of a notice in each box setting out the steps to take in an emergency.

272.12 Highways

1. Missing/broken 40mph sign – Chipping: To note HCC will replace this financial year
2. Solar speed cameras: To note progress on locations and timing of installation

272.13 Neighbourhood Plan: To receive update on present position

272.14 Water Wheel: A10/Rectory Close: 1) To note grant possibility for refurbishment of the Wheel, and 2) ownership of surrounding ground and registration

272.15 Pond: Working Group to organise autumn clean-up programme.

272.16 Gateway feature: Order daffodils for planting in verge (apply for grant?). Flower boxes to be considered if a suitable solution for maintenance and watering can be found.

272.17 Village events:

1. Summer: To finalise arrangements and funding for 17th September (budget £400 max)
2. Bonfire/Fireworks night:
 1. To finalise funding arrangements (£200 EHC grant plus £300 from PC)
 2. Finalise organisation
3. QEII 90th Birthday Commemorative medallions: update on distribution to parishioners

272.18 To consider adopting an Action Plan for the year

To consider suspending the Meeting for Public Comments: Limited to 15 minutes
Meeting to be resumed

272.19 Urgent matters received too late for inclusion on this agenda (for full discussion on the next agenda)

272.20 Items for future agendas:

- Re-siting of Buckland Milepost – to be included in Action Plan, if adopted
- To receive any other items for future consideration

272.21 To agree Newsletter deadline and date for the November Parish Council Meeting

1. Newsletter deadlines
2. November Parish Council meeting

Correspondence list for Agenda item 272.09: (for information only)

- Parochial Church Council: re eco toilet meeting (272.10.2)
- Church Conservation Trust: re meeting to discuss grille and other items (272.10.1)
- St Alban's Diocese: re ownership of water wheel land (272.14)
- EHC Laurie Humphries: re restoration and grant for water wheel (272.14)
- HCC Highways: re 40mph sign repair and solar speed sign location (272.12)
- EHC: Grant award for bonfire night (272.17.2)
- EHC: Notice of planning training 18 October, Wallfields (272.08.3.1)
- EHAPTC: Report of meeting at Wallfields, 25 July