



Buckland & Chipping Parish Council

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MEETING No 293 of BUCKLAND & CHIPPING PARISH COUNCIL

Monday 13 May 2019

Parish Council Members are hereby summoned to attend Buckland & Chipping Parish Council Meeting 293 on Monday 13th May 2019 at St Andrew's Church, Buckland at approximately 7.45pm (following the Annual Meetings, which commence at 7pm) for the purpose of transacting the following business:

Public and press are welcome to attend, although under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, 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: 7 May 2019

AGENDA

In accordance with The Openness of Local Government Bodies Regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human Rights Act, the Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.

293.01 Apologies for absence

1. Councillors (stating the reason)
2. Other apologies

293.02 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

293.03 To approve and sign Minutes of Parish Council Meeting 291, held on 4th March 2019

293.04 Police Report: To receive report from the Herts Neighbourhood Crime Team

293.05 Chairman's Report: For information only

293.06 Finance

1. To note the accounts statements (*Appendix A*)
2. A non-signatory member to sign that the Accounts and Bank Statement reconcile
3. To note the 2018/19 budget vs actual performance at year-end, 31 March
4. Annual Governance and Accountability Return 2018/19 (AGAR)
 1. **To Resolve that the Parish Council meets the criteria and wishes to be an exempt authority**
 2. Following the above resolution, to **sign the Certificate of Exemption** (RFO and presiding Chairman)
 3. **To approve by Resolution and sign Section 1: The Annual Governance Statement** (signed by the Clerk and the presiding Chairman)
 4. **To consider the Section 2 Accounting Statements** as signed by the RFO and presented to the Council
 5. **To approve by Resolution Section 2 Accounting Statements.** Presiding Chairman to then sign.
 6. **To Resolve to set the date for the Exercise of Public Rights: 17 June to 12 July 2019**
4. To ratify the list of cheques signed for payment (*Appendix B*)

293.07 PLANNING

1. New Applications: NONE

2. Decision Notices: For information only

3/19/0640/HH, Green Gates, Whiteley Lane: Replace conservatory with new conservatory **DECISION AWAITED**

3. Other planning matters or applications received too late for the agenda

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

293.09 Action Plan

1. Water wheel: Update on Land Registry (Clerk)

2. Buckland kiosk refurbishment: Update on any contactor arrangement (Cllr J Kenyon)

293.10 Parish matters

1. Chipping Milestone: Update on its present condition, restoration and repositioning possibilities (Cllr J Jones)

2. Churchyard: **1.** Compost heap location, removal/disposal of plastics etc: update (Cllr J Kenyon)

2. Possible location of Eco toilet: update

3. Public Rights of Way: Definitive map of PRoW and other footpaths: update Julian Thornton (Cllr J Kenyon)

4. Grass cutting: Buckland Common and Chipping verges

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

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

293.12 Items for future agendas: To receive any other items for future consideration:

- Revisions to Governance policy documents (Clerk/all)
- Emergency Plan update (Cllr J Kenyon)
- Pond area working party programme (Cllr J Kenyon)
- 2019 Events: (i) Summer and (ii) Bonfire/Fireworks Night

293.13 1. Dates for the remaining 2019 Parish Council Meetings to be agreed

2. Provisional date of next Parish Council meeting: Monday 1st July at 7.30pm at St Andrew's Church, Buckland.

3. July Newsletter: (1) to agree an editor

(2) to agree deadlines for **(i)** copy, and

(ii) ok press, printing and delivery

Correspondence list for Agenda item 293.08: (*for information only – refer to agenda item for action*)

- Parishioner: re grass at Buckland pond and grass cutting Chipping verges (293.10.4)
- Parishioner: Dawes Lane sign broken and Chipping dog poo bin not emptied