



Buckland & Chipping Parish Council

Clerk: Caroline Scott, Lye End Farm, Sandon, Herts, SG9 0RS

Tel: 07542 758 948

e mail: clerk@bucklandandchipping.org.uk

www.bucklandandchipping.org.uk

MEETING No 337 of BUCKLAND & CHIPPING PARISH COUNCIL

Parish Council Meeting

Monday 2nd June 2025, 7.30pm in St Andrew's Church, Buckland

Attending: Cllrs Jeff Kenyon(Chair), Penny Baxter-Newman (Vice), Robert Arkle

Present: C Scott (Clerk),

Minutes

Meeting opened 19:54

337.1 Apologies for absence

To receive and accept apologies for absence.

Cllr Helen Dauris, Accepted, proposed Cllr J Kenyon, seconded Cllr R Arkle, Unanimously agreed

337.2 Declarations of Interest and dispensations

1. To receive declarations of interest from councillors on items on the agenda
2. To receive and consider members' written requests for dispensations for declarable interests; and
3. To grant any requests for dispensation as appropriate

None

337.3 Minutes

To confirm the minutes of Buckland and Chipping Annual Parish Council [Meeting 336, 12th May 2025](#) as an accurate record of proceedings

Resolved, proposed Cllr R Arkle, seconded Cllr P Baxter-Newman that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

337.4 Finance

1. Annual Governance and Accountability Return (AGAR) 2024/25

Audit requirements for the year ending 2024/25

1. To approve the [Annual Accounts 2024/25](#) **Resolved,** proposed Cllr R Arkle, seconded Cllr P Baxter-Newman to approve annual accounts, Unanimously agreed
2. To approve the [Certificate of Exemption 2024/25](#) **Resolved,** proposed Cllr R Arkle, seconded Cllr P Baxter-Newman approve the Certificate of Exemption 2024/25. Unanimously agreed. Chairman and Clerk/RFO duly signed.
3. To receive the [Annual Internal Auditor Report for the year 2024/25](#) **Resolved,** proposed Cllr R Arkle, seconded Cllr P Baxter-Newman to note and approve the Internal Auditor Report 2024/25. Unanimously agreed
4. To approve Section 1, [the Annual Governance Statement 2024/25](#) **Resolved,** proposed Cllr R Arkle, seconded Cllr P Baxter-Newman to approve the annual Governance Statement. Unanimously agreed. Chairman and Clerk/RFO duly signed.

Signed

5. To approve Section 2, [Accounting Statements 2024/25](#) **Resolved**, proposed Cllr R Arkle, seconded Cllr P Baxter-Newman to approve the annual Accounting Statements. Unanimously agreed. Chairman and Clerk/RFO duly signed.
6. To agree the dates for the public rights period, **Resolved** to approve Tuesday 17th June to Monday 28th July 2025 as the dates for the [Exercise of Public Rights](#) and for Friday 13th June 2025 to be the date that the Notice is to be published on the Council's website. Unanimously agreed.
2. Website – consider moving to bucklandandchipping-pc.gov.uk at an additional cost of £30+vat/year via our present website provider [myparishcouncil.co.uk](#) **Resolved**, proposed Cllr R Arkle, seconded Cllr P Baxter-Newman to approve the move to bucklandandchipping-pc.gov.uk
3. To [authorise payments made in accordance with the budget](#) **Resolved**, proposed Cllr R Arkle, seconded Cllr P Baxter-Newman to approve all payments

- 337.5 To note items for future agendas:** and to receive any other items for future consideration
The PC Asset storage, Back Lane maintenance, A10 footpath, Repair of Chipping Bridge Wall
- 337.6 Date of next Parish Council Meeting: 7.30pm, Monday 14th July 2025, St Andrew's Church, Buckland**

Meeting closed 20:15

Signed Chairman..... Date.....