

## CHORLEYWOOD PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL held in the Council Chamber, South Lodge, Rickmansworth Road, Chorleywood, on Tuesday 6<sup>th</sup> December 2011

### MEMBERSHIP & ATTENDANCE

Chairman: \* Mrs A Hayward

Councillors: \* Mrs W Boatman \* Mrs V Lantree  
\* T Edwards \* G Liley  
\* Dr N O Eve \* K Morris  
\* M. Green \* Mrs A Preedy  
\* Miss P Howell \* Mrs L Sutherland  
\* Mrs M Jarrett \* S Watkins  
R Khiroya Mrs J White  
\* R Kipps \* Mrs J Worrall

\*Denotes Member present.

#### **11/43 PUBLIC FORUM**

There were two members of the public present

#### **11/44 REPRESENTATIONS FROM THE DISTRICT AND COUNTY COUNCILLORS**

The report from District and County Councillor Hayward was noted

#### **11/45 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Khiroya and Mrs White

#### **11/46 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **11/47 APPROVAL OF MINUTES**

The minutes of the meeting dated 27<sup>th</sup> September and the Extra Ordinary Meeting dated 11<sup>th</sup> October 2011, were approved as a true and correct record and duly signed by the Chairman.

#### **11/48 MATTERS ARISING**

##### **11/39 Late Night Shopping now known as the Chorleywood Christmas Festival -**

Disappointment was expressed that the Parish Council had not been mentioned in any of the publications, including the programme relating to the event. Various comments made to the Parish Council regarding the event, would be passed on to the organisers.

**11/40 Representation on the Three Rivers Herts Highways Joint Members Panel** – Cllr Mrs Worrall, advised that she been invited to the last meeting. County Councillors are now controlling the money formally given to TRDC. (Details of which were in the County Councillors Report).

#### **11/49 CHAIRMAN’S ANNOUNCEMENTS**

The Chairman advised she had attended the following functions

9<sup>th</sup> October, Christchurch held an open day where Councillors were shown round The Junction. The Chairman advised that the Church have created a modern space which will be an asset to the community of Chorleywood.

12<sup>th</sup> November, was the second Parish Surgery held in Chorleywood Library. A few issues arose from Parishioners and the Chairman thanked those Councillors that attended.

The Service of Remembrance was held on Sunday 13<sup>th</sup> November at Christ Church Chorleywood. There was a moving address by a guest vicar who had actually served in the forces. The Chairman added that whilst the fallen were remembered, it was good to see young people represented from the Scouts, Cubs and Brownies.

A Councillor training course took place on 14<sup>th</sup> November, looking at the four year vision.

17<sup>th</sup> November, the Chairman advised that Vice Chairman Mrs Sutherland had attended the Investiture of the New Curate at St Andrews. It was a modern service which was well attended and most enjoyable. As part of the service the new Curate was given a parish map.

The Chairman’s Charity Quiz Night was held on 26<sup>th</sup> November. The Chairman wished to thank Cllr Kipps, who started this event, Bob Whitney for his organisation and Diana Whitney for the catering, Cllr Mrs Worrall, for the questions and Cllr Chris Hayward as Question Master. Over 200 guests attended, especial thanks goes to the Auctioneer Martin Clarkson who managed to attain bids on many interesting lots, helping to raise in excess of £8,000. The proceeds of which were divided between 23 local charities.

The Chorleywood Christmas Festival was held on 2<sup>nd</sup> December. The Parish Council had a stall and the Chairman wished to thank those councillors who attended, and manned the stall. The Chairman said a special thank you to the Officers for their support on the night and for the help they gave to administering the event.

#### **11/50 QUESTIONS UNDER STANDING ORDER 9**

There were no questions under Standing Order 9

#### **11/51 COMMITTEE REPORTS**

##### **Chorleywood Village Halls 1<sup>st</sup> November 2011**

**11/033 Royal British Legion** – Cllr Kipps advised that the Chorleywood Branch of the Royal British Legion, had held their AGM and advised that the Chairman would be staying on until March. In the meantime contingency plans were being put in place to ensure that the branch remained in operation.

## **Policy and Resources 22<sup>nd</sup> November 2011.**

### **11/46 Media Relations Policy**

Members felt that the word 'precised' should be changed to 'summarised'

### **11/49 External Audit Report**

The word 'complement' should be changed to 'compliment'.

### **11/51 Office Accommodation**

That the minutes should be changed to read Royal British 'Legion'.

## **Planning 29<sup>th</sup> November 2011**

### **Recommendation – Salt from Herts County Council**

Members considered the details within the report. It was agreed that the Parish Council should take up the offer of free salt from Herts County Council. However the salt should be for public use, priority being given to those living in areas without salt bins. The salt would be stored at the Parish Council and would need to be collected by members of the public.

The Council

RESOLVED

To accept the offer of free salt from Herts County Council, which was to be distributed as detailed above.

This was proposed by Cllr Liley, seconded by Cllr Mrs Sutherland and unanimously agreed.

### **11/52 ACCOUNTS FOR PAYMENT**

The Council

RESOLVED

To note the report

### **11/53 HALIFAX INVESTMENT ACCOUNT**

The Council considered the details within the report and

The Council

RESOLVED

To delegate to the Chairman, Vice Chairman and Clerk the decision of where to invest the money putting £50,000 into one account and the remaining balance into the other depending on the best investment, for a period of two years.

This was proposed by Cllr Mrs Worrall, seconded by Cllr Liley and unanimously approved.

### **11/54 BOUNDARY COMMISSION REVIEW**

Members considered the details within the report. Members felt it would be worth asking for the boundaries to be reviewed where the boundary went down the middle of a road, leaving half in the parish and half out. Those roads specifically identified were Stag Lane, Loudwater Lane, and Shepherds Lane.

The Council  
RESOLVED

That the three roads identified be forwarded to Three Rivers District Council as part of the Boundary Review.

**11/55 PROPOSED CLOSURE OF THE CENTRE FOR VOLUNTEERING SERVICES.**

Cllr Mrs Worrall advised that perhaps the CVS could apply for funding under the LSP.

The Council  
RESOLVED

That a letter of support be written

This was proposed by Cllr Morris, seconded by Cllr Mrs Preedy and unanimously agreed.

**11/56 FEEDBACK FROM THE FOUR YEAR VISION TRAINING COURSE**

Members felt that it would have been useful to have the paperwork before the meeting so that members could have had the chance to prepare. Members agreed that the questionnaire should be circulated to the all members for completion and return by 3<sup>rd</sup> January 2012. The Clerk would collate the responses for consideration at the next Council Meeting.

Following this a formal brainstorming meeting would be held to discuss where we are now and where we want to be as a parish council with a view of setting aims and objectives. Following this each committee would be asked to consider their own four year vision.

**11/57 REVIEW OF COMMUNICATION WITHIN THE COUNCIL**

The Chairman stated that she wanted to explore the way the Council communicated both internally and externally, she had listed in the report way in which we did communicate but this was not exclusive.

Cllr Mrs Worrall agreed and felt that it would be a good topic to be included in the brainstorming session. She added there were additional advisory groups, and working parties attached to most committees with a view to include improving communication with the public, but this did give more work for the staff.

How the Parish Council produce the newsletter was also discussed. The two new Chorleywood magazines did not reach the entire parish, however consideration should be given to see if the Parish Council could have its own page. This page would need to be exclusive to the parish to ensure there was editorial control.

The Chairman proposed that this be looked at in more detail; this was seconded by Cllr Kipps and unanimously agreed.

On a broad topic, the Chairman added that complaints had been received from Councillors who did not know about the filming in the Village Hall. Officers had reported this to the relevant committees but this did include all councillors.

It was agreed that more use should be made of the information bulletin sent out each Friday by the staff. The list was not inclusive but members could always ring or email if they wanted information.

There was no internal communications policy and perhaps that should be looked at.

More use could also be made of the Council's website. The Council had also opened a Twitter account but this was for information only.

The Chairman stated that there had been two Councillor Surgeries, however not many people had turned up. It was suggested that this should be better advertised. The Clerk advised that the surgeries were advertised on the Council website, at the library and on Parish notice boards. It was suggested that an A board be purchased to put outside the library when the surgeries were taking place.

It was agreed that the next surgery would take place on the second Saturday in March (10<sup>th</sup>).

Cllr Eve advised that some of the items discussed were covered in the new model standing orders which he and Cllr Green were currently working on. He did however advise that this was a lengthy document and considerably different from the Council's current standing orders.

The Council  
RESOLVED

That way the Council distribute the newsletter be looked at in more detail.

**11/58 CLOSURE**

There being no further business the meeting having commenced at 8.00pm closed at 10.02 pm.

These minutes have been checked by the Chairman.

Signed .....Dated.....

These minutes have been agreed at Full Council and signed by the Chairman.

Signed .....