

## CHORLEYWOOD PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL held in the Council Chamber,  
South Lodge, Rickmansworth Road, Chorleywood, on Tuesday 3<sup>rd</sup> April  
2012

### 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. In the absence of the Chairman the Vice Chairman Cllr Mrs Sutherland chaired the meeting.

### 11/72 PUBLIC FORUM

There were five members of the press and public present

The Clerk advised that she had received two petitions as follows

*We the undersigned are in favour of grazing on the area known as Larks Meadow Chorleywood Common and do not object to temporary fencing.*

This had 59 signatures

The second had 56 signatures and stated

*We believe the introduction of cattle on Chorleywood common has had a positive result in improving both the wild flowers and wildlife on the common, as well as cutting the carbon footprint of Chorleywood Parish Council.*

*The cattle have become a very popular attraction to both family and youth groups, who come to see and learn about the cattle when they are grazing on the Common.*

*The fencing and grazing of cattle benefit both the common and the community of Chorleywood, and the silent majority of Chorleywood people back the use of cattle to graze the common.*

### 11/60 REPRESENTATIONS FROM THE DISTRICT AND COUNTY COUNCILLORS

Cllr Mrs Worrall stated that she felt that the Planning Committee would need to take advice regarding the changes to Planning through the Localism Bill as there was now an important set of rules and any misunderstanding of these rules could lead to

criticism.

The reports from District and County Councillor Hayward and District Councillor Trevett were noted.

#### **11/73 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs Hayward

#### **11/74 DECLARATIONS OF INTEREST**

There were no declarations of interest.

Three members the public left the meeting at 8.05 pm  
Cllrs Khiroya and Mrs White joined the meeting

#### **11/75 APPROVAL OF MINUTES**

11/64 – 11/51 Planning 29<sup>th</sup> November – Recommendation – **Salt from Herts County Council** – The members of the Council were informed that the salt bin at the Ferry Car Park was still empty. Cllr Liley agreed to take this up with the Highways Department at Herts County Council.

The minutes of the meeting dated 7<sup>th</sup> February 2012, were approved as a true and correct record and duly signed by the Chairman.

#### **11/76 MATTERS ARISING**

There were no matters arising.

#### **11/77 CHAIRMAN'S ANNOUNCEMENTS**

The Vice Chairman advised that the Chairman Cllr Mrs Hayward was away on leave.

She gave an update on the annual report and gave a reminder to those Councillors who still had to hand in their reports, to do so by the Monday of the following week.

She asked for a feedback from the Councillors surgeries. They had not been well attended but the notice board outside had acted as good publicity. There had been questions about grazing and the play area. It was agreed that another surgery would be set up and Councillors would be given forms to complete with the questions, answers and any follow up that was required.

She advised that the police had been putting tickets on vehicles parked on the footpath along Common Road and asked if members thought it would be a good idea to put an advisory notice inside the War Memorial Hall. Members agreed with the suggestion.

She asked for a progress report on outstanding projects from the following Councillors for the next meeting:-

Standing Orders – Cllrs Eve and Green

Media Policy – Cllr Eve and Green

Signage Survey – Cllr Edwards

Using a local magazine to distribute Chorleywood Matters Content – Editorial Team.

## **11/78 QUESTIONS UNDER STANDING ORDER 9**

There had been a question from Cllr Mrs Boatman

Should the Parish Council do anything to celebrate the Queens Diamond Jubilee?

Cllr Mrs Boatman stated that she had been approached by the leader of Chorleywood Beavers asking if permission could be given to plant up a flower bed on the hairpin bend near the station. Cllr Mrs Boatman had advised that this would not be possible however suggested outside the Parish Office on the A404 as an alternative, which had been agreed by Mrs Cummings who is the executive Chair of the Scouts. The work would be carried out by the Beavers and the flowers would be obtained through sponsorship.

The Council  
RESOLVED

That the proposal to plant a commemorative flower bed outside the Parish Office be agreed in principal.

That the Parish Council would have to seek permission from TRDC as landowners and advise the Beaver Leader accordingly.

This was proposed by Cllr Mrs Worrall, seconded by Cllr Watkins and unanimously agreed.

Cllr Mrs Boatman also suggested that the Parish Council hold a Photographic Competition with the theme of the Jubilee Weekend. Digital photographs could be sent into the office and the winning photos could be displayed at Village Day. It would be necessary to get prizes, which may be able to be obtained via sponsorship. It was agreed that a budget of £200 would be required for posters etc.

Cllrs Mrs Lantree and Preedy volunteered to help set up the competition.

The Council  
RESOLVED

That the Parish Council holds a Photographic Competition

That a budget of £200 from 2011/12 reserve creditors be used for posters and publicity.

This was proposed from the Chair and unanimously approved.

## **11/79 COMMITTEE REPORTS**

The agenda should have stated *The Extra Ordinary Meeting of Open Spaces on 21<sup>st</sup> February 2012*. – The Clerk confirmed that TRDC had agreed the money and that the report had been forwarded to the appropriate officer at the Council. She also advised that a copy of the report would be put on the Parish Council website.

**Planning 28<sup>th</sup> February 2012** – Cllr Morris asked if under the new legislation the Parish Council has the right to refuse planning applications, as it had done in the past? Cllr Mrs Worrall explained that the Parish Council would have the right to determine the outcome of plans providing Development Control were notified in advance. A planning officer would have to be present and it was assumed that the Parish Council would have to pay for the planning officer. The Parish Council would have to adhere

to the recommendations made in the Local Development Framework and would have to keep up with and adhere to planning legislation. As the Parish Councils in Three Rivers already had an opportunity to call in applications it was considered not to be worth it, as the Parish Council would have to cover the costs if an appeal was launched.

Cllr Worrall advised that TRDC had received a petition regarding the Hubbards and Capel Road parking scheme. Therefore the decision had been delayed and it was unlikely that the Parking Scheme would go ahead this year.

### **Open Spaces 6<sup>th</sup> March 2012**

11/115 *Oral History of the Common* – Cllr Mrs Jarrett advised that she had started this a number of years ago, but it had run out of steam, and she felt that a lot of the information may have been lost. She agreed that she would make investigations.

11/117 Ice Cream Concession – The Clerk advised that the company who had won the tender had been unable to obtain the necessary street trading licence and had withdrawn their tender. The Senior Admin Officer had therefore offered that concession to the next highest tender.

### **Policy & Resources 13<sup>th</sup> March 2012**

11/70 Accommodation – The current position on the lease for the Parish Office was clarified. It was felt that the original lease dating back some time may be filed in the loft. A number of councillors offered help to search the loft. The Clerk agreed to email times for this activity and seek volunteers. The question of whether the lease was secured under the 1954 Tenants and Landlords Act was discussed.

11/71 Four Year Vision – The Clerk clarified what a minute time line was.

### **Chorleywood Village Halls Trust 27<sup>th</sup> March 2012**

11/50 Four Year Vision – it was noted that both the Village Halls and Open Spaces Committee had identified the Hollybush project within the four year vision, but had called the projects different names. It was agreed that the project would be known as the *Hollybush Education Centre*.

### **Planning 27<sup>th</sup> March 2012**

11/158 The Chairman advised that she had received an email from a concerned resident regarding the proposal for the Post Office applying for licence to sell alcohol. She was seeking visible support from the Parish Council.

It was noted that the license from the Premier had been suspended but the owners were appealing and whilst the appeal was in process they were able to continue to sell alcohol. The Chairman of Planning stated that the Committee had already considered the application, and whilst they were concerned about the application they were equally concerned that if the Post Office could not diversify they may close and we could lose the Post Office facilities within Chorleywood. For this reason the Committee had not objected to the application but has stated that it should close at the same time as Budgens.

Cllr Mrs Worrall stated that she was happy to revisit the application at the next meeting due to the public's resistance to the application.

Cllr Eve put forward the following proposition

That this Council is not in favour of another retail outlet with an alcohol licence in Chorleywood.

This was seconded by Cllr Liley, and the Chairman asked for a vote.

The proposal failed with five in favour, nine against and two abstentions.

#### **11/80 ACCOUNTS FOR PAYMENT**

Members of the Council were concerned about the increasing costs of postage. The Clerk advised that mail was sent out wherever possible by second class post, and as the Council used a franking machine, postage costs were cheaper than stamps. Members considered again the issuing of Council papers via email. The majority were happy to receive council papers via email as long as they could pick up a paper copy. Cllrs Eve and Morris stated they would prefer to receive their papers through the post. The Clerk advised that this new system would commence in the new municipal year when the new photocopier and scanner had been delivered.

The Council

RESOLVED

To note the report

That from the start of the new municipal year council papers would be issued via email to those Councillors who had requested it, but that paper copies would be available in the office.

#### **11/81 THREE RIVERS ELECTORIAL REVIEW**

Cllr Liley explained the details within the report. He advised that the Parish Council would input to the ward structure as part of the consultation process. It was agreed that the Parish Council would need to consider the detail when it became available.

The Chairman thanked Cllr Liley for his report.

#### **11/82 THE LOCALISM ACT 2011 – THE AMENDED STANDARDS REGIME**

Members were of the opinion that the code should be as concise and simple to understand as possible. The main differences were that Councillors interests would need to be posted on the Councils website. The Clerk advised that all the Parish Councils within Three Rivers District were looking at the code and it was felt that it would be best if all five councils had the same code of conduct. Members felt that the new code was better than the original.

Cllr Mrs Worrall proposed that the Council should not keep the current code of conduct, this was seconded by Cllr Mrs White and unanimously approved. Cllr Eve agreed to look at the proposals from Three Rivers and would bring any adaptations to the next meeting.

The Council

RESOLVED

Not to keep the current code of conduct

That Cllr Eve looks at the proposed code from Three Rivers District Council and bring any amendment or adoptions to the next meeting.

#### **11/83 FOUR YEAR VISION**

The Chairman advised that the four year vision was an opportunity to set out priorities, not only for the staff but also for the Council as a whole. The possibility of

a working party made up of Committee Chairman should prioritise the proposals for the committees and make a full list.

It was agreed that the Hollybush Education Centre should be a priority for both the Open Spaces and Village Halls Committees. The Planning Committee would deal with the disabled access.

It was also agreed that the leisure trail for the common should be a priority together with the opportunity to look at grant funding by members of the P&R Committee. Cllr Mrs Lantree volunteered to work on the vision and bring it back to the next meeting.

**11/84 REQUEST TO USE CHORLEYWOOD COMMON FOR COMMUNITY FOOTBALL TRAINING.**

Members felt that this was a suitable activity to receive support from the Parish Council, but would require a licence, public liability insurance, risk assessment and an undertaking to ensure that any damage to the common would be paid for. The Clerk advised that she had spoken to the Cricket Club who had no objections to the proposal.

The Council  
RESOLVED

Subject to the above conditions 'Footy in the Park' could use the Common.

This was proposed by Cllr Watkins, seconded by Cllr Edwards and unanimously approved.

The Clerk advised that since the agenda had been issued another application to use the common for an Olympic Fun Day had been received, from the local churches. Again she had contacted the Cricket Club who had no objections to the proposal.

The Council  
RESOLVED

That permission is granted for the Olympic Fun Day on the Common subject to the usual terms and conditions.

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

It was also agreed that both activities could be advertised on the Council website.

**11/85 EXCLUSION OF PRESS AND PUBLIC**

The Committee  
RESOLVED

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

**11/86 URGENT ITEM**

**Minuted under Confidential Business**

**11/87 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 .....agreed via email .....Dated.....24<sup>th</sup> April  
2012.....

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

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