

CHORLEYWOOD PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL held in the, Parish Office, South Lodge, Rickmansworth Road, Chorleywood, on Tuesday 14th October 2014

MEMBERSHIP & ATTENDANCE

Chairman: * Tony Edwards

Councillors: * Jo Clarke * Ken Morris
* John Copley * Alison Preedy
Harry Davies * David Raw
Barbara Dickens * Martin Trevett
* Barbara Green * Steve Watkins
* Raj Khiroya * Jane White
* Rodney Kipps * Jenny Wood
* Jill Leeming * Jackie Worrall

*Denotes Member present

Officers Present Mrs Y Merritt – Clerk
Mrs C James – Deputy Clerk
Mrs M Putman – Admin Officer
Miss L Hamilton – Admin Officer

14/25 PUBLIC FORUM

There were eleven members of the press and public present

Henry Goldberg – Chairman Chorleywood Residents Association spoke in favour of the motion to re-open the play area debate. Stating that there was a social need for a play area within walking distance of the village. This would help to deal with the increasing obesity problem in Chorleywood. He stated that the Residents Association were in favour of the Nature Trail but as a complimentary element and not a substitute to the play area. He urged Councillors for the future health of Chorleywood to support the motion.

Debbie Rosario – Also spoke in favour of the motion to re-open the play area debate. She stated that she had looked further into the play area safety report from the police undertaken in September 2013. She stated that the report has been a speedy response to a request from the Clerk which did not give the opportunity for a full in depth study to take place. She stated that as a supporter of the play area on Chorleywood Common she did not feel the previous procurement process had produced equipment that was in keeping with the Common and this would be an ideal opportunity to consult more with a view to procuring better designs for the equipment. With new councillors elected the 95K allocated to a play area in Chorleywood could be secured.

Michael Hyde – spoke opposing the motion and had sent out a letter outlining his objections. His primary objection was that the Common is a 'Common' and not just an open space or parkland. He spoke of restrictions identified in the Deed of Gift, which he felt had not yet been recognised. He also commented on the time limitations on the TRDC funding and was concerned that any application for the common would undoubtedly, take considerably longer than any other site and wished TRDC to be mindful of this.

Gregory Hill Chairman Friends of the Common – also spoke against the motion and had also confirmed that he had sent a letter outlining his objections.

Stated the position of Friends of the Common, having been fully consulted were in favour of the Nature Trail over the play area by 2:1. The Common is a place for recreation but the play area formally proposed was totally inappropriate.

Mr Hill spoke of the Conveyance of the Common and state that a play area would permanently vary or alter the natural features or aspect of the Common, and interfere with free access to every part thereof. The issues in principal were that the Friends of Chorleywood Common were opposed to the development of the Common.

He made practical considerations to the proposed area 13 which included access by foot across Shepherds Bridge, Access by car and the issue of fencing. Other areas mentioned were ones of auditable consultation and ongoing responsibility for a site if chosen for the Common.

The Clerk confirmed that she had received letters from Simone Tyson, Chorleywood Mums and Maria Larkin both in favour of a play area on Chorleywood Common which had been circulated.

14/26 REPRESENTATIONS FROM THE DISTRICT AND COUNTY COUNCILLORS

Cllr Trevett made a verbal representation from Cllr Sue Stibbs regarding the Shepherds Bridge Solution. This read:-

‘Having noticed London Underground Ltd monitoring the traffic both on the bridge and through the cattle creep (which their engineers rather sweetly referred to as the subway) we did rather wonder what next.

LUL have now reported to Highways on the safety aspects (Highways has the ultimate say as to what is permissible on the highway, although the bridge is the responsibility of LUL) Highways are happy that there is sufficient evidence of full risk assessment for it not to be necessary to install either traffic light or thief kerbs, both of which had been mooted. Thief kerbs are the bigger kerbs used in lorry parks and petrol stations where a greater degree of protection to prevent Lorries mounting kerbs is required. Instead LUL and Highways are satisfied that installation of a smaller kerb will be sufficient to protect the sides of the bridge from being hit by a lorry or other vehicle.

However having monitored the number of pedestrians using the bridge LUL did not think there were sufficient number on the bridge at any one time to be at risk, so they do not propose to make any separate proviso for them. Interesting though they did feel that enough people accessed the station through the cattle creep and then up Station Approach that it was worth lighting it at night to make it safer.

Revised drawings are now in hand and it is hoped a proposal will be submitted to Herts within the next four weeks.

Given that none of the various agencies with an interest in safety of Shepherds Bridge and its users, both pedestrians and drivers, had the approximately £500,000 it would cost to put up a pedestrian only bridge this will hopefully prove a safe compromise.’

14/27 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs H Davies and B Dickens

14/28 DECLARATIONS OF INTEREST

A declaration of interest was received from Cllr M Trevett on the Community Plan

Cllr J Worrall advised that she had not taken part in any of the discussion taken place with Friends of the Common in relation to the play area.

Cllr R Khiroya who was a member of the Residents Association and Friends of Chorleywood Common had not taken part in any discussion re the Play Area.

14/29 APPROVAL OF MINUTES

The Council

RESOLVED

To approve the minutes of the meeting dated 22nd July 2014.

These were duly signed by the Chairman

14/30 MATTERS ARISING

14/16 13/81 Banking Arrangements – The Clerk advised that she was making progress with the report and would be putting a report to the P&R committee.

14/16, 13/70 – 13/60 -13/45 Purchase of South Lodge – The Clerk explained that she had not received any further communication from TRDC on the matter. Procurement of Assets was on the Agenda for the next District and Parish Meeting

14/31 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised members that they would now only be contacted on their Councillor Email. The Clerk explained the insurance implications as to why this was.

Chairman's Diary

2nd August 2014 WW1 Commemoration The Chairman was joined by Rodney Kipps Chairman of the Royal British Legion and Cllr Anne Shaw Leader of TRDC at the War Memorial Hall to light candles in memoriam of the start of WW1. This was followed by in the afternoon by a presentation from Sue Woolmans who had written a book on the Assassination of the Archduke Ferdinand followed by afternoon tea prepared by the RVS and served by Chorleywood Scouts. After tea the Smethurst family and Eleanor Clark presented songs and poems from WW1 and read the names of the fallen. The Chairman was joined by the Vice Chairman of TRDC and his wife.

5th August 2014 Chorleywood in Bloom – The Chairman visited all the entrants for Chorleywood in Bloom.

18th August 2014 - The Chairman attended a meeting with Cllr J Leeming to create a Dementia Friendly Chorleywood, held at Sunrise.

21st August 2014 – The Chairman joined Barbara Green with the Friends of Carpenters Wood volunteers burying the wire for the virtual fencing on the Common.

22nd August 2014 – The Chairman visited those properties who had received a prize in the Chorleywood in Bloom competition which was sponsored by Van Hage.

5th September 2014 – The Chairman, Vice Chairman and Clerk met with members of the Chorleywood Residents Association.

8th September 2014 – The Chairman, Vice Chairman and the Clerk attended the Joint Parish Council meeting held at Abbots Langley

11th September 2014 – The Chairman visited Joan Thompson at Burford House to present her with a bouquet of flowers to celebrate her 105th birthday.

13th September 2014 – The Chairman attended the Horticultural Show at the War Memorial Hall to present the prizes.

23rd September 2014 – The Chairman attended the Home Start AGM at the Fairway Inn in Rickmansworth. He advised that more information was available if anyone was interested.

29th September 2014 – The Chairman attended the second Dementia Meeting with Cllr J Leeming at the Sunrise.

9th October 2014 – The Chairman had been invited to attend the Civic Service for the Chairman of TRDC, Cllr Chris Lloyd.

14/32 QUESTIONS UNDER STANDING ORDER 9

The following question was asked by Cllr S Watkins:

I understand that a meeting took place between the Chair and Vice Chair of the Open Spaces Committee. at T.R.D.C. with officers/members of Leisure Committee in early September . As this was not reported to the Open Spaces Committee meeting on the 16th September, could the Chair of that committee inform Council of its contents and outcome?

Cllr B Green responded as follows

She thanked Cllr Watkins for giving her the opportunity to outline the details of the meeting. As Chairman of Open Spaces she met with Keith William, the Lead Member for Leisure at TRDC, together

with Martin Trevett, Vice Chairman of Open Spaces on 19th August 2014. Tom Darlington, Officer responsible for play spaces was also present. The purpose of the meeting was threefold, firstly, to ascertain whether funding was still available for a Play Space in Chorleywood, Secondly, whether the tender was still valid, and thirdly, to discuss whether TRDC were prepared to make a formal request to the Parish Council to re-open the debate. The Clerk to the Parish had previously advised me that the subject of the play space could not be re-opened by the Parish unless TRDC made an 'official request' for the Parish to do so. As my intention was to request that a debate on the Play Space was to be re-opened, it seemed entirely appropriate to seek clarification on these issues before moving forward.

Following that meeting I drew up a Motion, the one which is before you in the Full Council Agenda and requested that this be placed on the agenda of the Open Spaces Committee of 9th September. I was then advised by the Clerk that the matter needed to be put to Full Council and therefore the Motion was withdrawn. As there was no remit for the play space to be discussed at the Open Spaces September meeting, and indeed, two of the three issues were still unclear at that time, this Full Council provides the first opportunity for me to report back, something which I fully intended to do as part of my Motion submission.

14/33 CLERKS REPORT

The Council
RESOLVED
To note the report

14/34 COMMITTEE REPORTS

Planning – 29th July 2014 – it was noted that the Committee were disappointed with the report on the Green Street Flooding issue with offered no solutions to the ongoing problems.

Open Spaces – 9th September 2014 – The Chairman advised that the plans for the Cricket Club were progressing and it was hoped that more information would be available in December. Grazing costs and an update on the scheme would be presented to the next meeting.

Village Halls 16th September 2014

Recommendation 1 Indoor Table Top Sale –Members considered the recommendation from the Village Halls Committee. It was emphasised that to keep the costs down there would need to be a commitment from Councillors to run the event on the day.

The Council
RESOLVED

That the Council organise a Monthly Indoor Table Top Sale from the New Year, which would be manned by Councillors with the marketing and publicity for the event being undertaken by office staff.

This was proposed by Cllr Watkins, seconded by Cllr Khiroya and carried with 13 in favour, one against and one abstention.

Recommendation 2 War Memorial Hall Refurbishment –

The Council
RESOLVED

To agree to the tender process for phase two of the War Memorial Hall refurbishment with a view of reporting back to the December meetings.

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

The Clerk apologised to all Members as there was an item for decision that she had omitted from the agenda and there was a member of public present who had an interest in the decision. She advised that a request had been received from Chorleywood Amateur Dramatics to replace the missing border curtains for the stage. CADS had managed to obtain the scaffold poles needed to place

the curtains on but were requesting the Village Halls Committee pay for the curtains at a cost of £352.80. CADS had volunteered to put up the poles and the curtains. They were also requesting new 'barn door' fittings for the front of house lighting system, which had broken some time ago. The cost of these was £102.00. CADS have booked the War Memorial hall for their annual production on 1st November, hence the urgency of the request.

The Council

RESOLVED

To agree to the funding of £454.80 plus VAT for replacement border curtains and barn door lighting which will be fitted by CADS.

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

P&R 23rd September 2014

Recommendation 1 Building on Chorleywood in Bloom –

Details within the recommendation were discussed, and comparisons were made with neighbouring villages and towns. Lyn Sutherland advised members that Chorleywood Residents Associating were in favour of the proposal and that she was happy as their representative to be on any steering group. Members considered that anything that were to enhance Lower Road, Main and New Parades would be welcomed. First impressions from some members of the Business Association were favourable. Cllr Trevett advised that grant funding may be available from TRDC towards capital costs such as the hanging baskets and brackets, but this would be better received if the application came from a group and not the Parish Council.

The Council

RESOLVED

To set up a steering group to look at building on the Chorleywood in Bloom which would be made up of Parish Councillors Clark, Khiroya, Watkins and Wood, Lyn Sutherland, and any members of the Business Association.

It was also agreed that officers write to the Horticultural Society and Allotment holders to see if there was any interested parties who would like to be involved.

This was proposed by the Chairman and unanimously approved.

14/19 Review of Standing Orders and Financial Regulations

Cllr Green was concerned that the minutes did not reflect the decision taken. It was her understanding the members of the Council would consider at this meeting the draft Standing orders looking specifically at the current standing orders 19 – 24 looking at the position of the Ex Officio's, the use of substitutes and the election of Chairs at standing committees. But the item was not on the agenda.

The Clerk responded advising that it was her understanding that the members of the Council would be given time to look at both the NALC model and the current orders, making comments to both Cllrs Green and Worrall Via the Clerk for discussion at the next P&R meeting. She advised that constitutionally any changes could not be made until the new municipal year, May 2015 and therefore it gave members more time to study the contents of each document.

It is confirmed that there was no proposal, seconder or vote taken at the original discussion.

Planning 7th October 2014 – 14/072, The Chairman confirmed the committee had objected to the installation of a Base Station in Station Approach as it would interfere with the sight lines of drivers.

14/35 ACCOUNTS FOR PAYMENT

The Committee

RESOLVED

To approve the payments and direct debits

Chorleywood Village Halls

- Cheques £14093.71
- Direct Debits £4471.82
- Debit Card Payments £138.38

Total £18703.91

Parish Council

- Cheques £148216.17
- Direct Debits £4517.68
- Debit Card Payments £1414.74

Total £154148.59

14/36 MOTION TO FULL COUNCIL

Clerks note: As this topic has high interest the comments and statements have been written in full for clarity and future reference.

- To agree to re-open the debate on a Play Space on the Common
- To agree to review the findings of the police report presented to Full Council in September 2014 in order to examine the materiality of the risks identified, and to explore ways to mitigate any unacceptably high risks to acceptable levels.

Proposer; Cllr. Barbara Green

Seconder: Cllr. Martin Trevett

Cllr Green made the following statement in support of the motion

I know that the proposal for a play space on Chorleywood Common had become a very divisive issue within the community, and that a number of you here were involved in rejecting the proposal in September 2013 (October), so, I understand it is particularly difficult for you to consider 'revisiting' the topic this evening. However, I want to make it clear that I am not asking for you to pledge support for the idea of a play space on the common here tonight, but simply asking you, as elected members to allow the debate to be re-opened so that all the issues can be examined fully.

It is my contention that the decision to reject the play space in September (October) 2013 was largely based on the finding of the police report (attached to this agenda for those new members who have not seen it). These finding were wide-ranging and took into consideration such issues as car-parking, dog-fouling, road safety, littering as well as other forms of anti-social behaviour. I understand the police report was requested by the Parish Council at short notice prior to the September (October) Full Council meeting, and I am not sure what the brief was, but clearly no attempt was made in the report to look at ways of mitigating any of the risks or to consider solutions to any of the problems raised.

I am not entirely convinced myself that all the issues raised by the police can, in fact be satisfactorily resolved. However, it is incumbent on us as elected members and representatives of the whole community, to at least see where any of the risks identified can be satisfactorily mitigated. I know some members of the community were surprised that the matter was so abruptly closed after that meeting last year, and that at no point were attempts made by the Parish to analyse the risks raised by the police and look for solutions. This motion gives us an opportunity to do just that, and not just say that nothing can be done.

We all know that whatever we do in life carries some risk – an certainly in every other case in the District (an probably in the Country) where a play space has been suggested, similar issues may well have been raised to the ones here. What is important is to examine the materiality of the risks to see how significant or unacceptable they are in relation to the norm, and in this respect I feel we will need further expert input. The letter from Chris Hope (in the agenda) has already suggested a way forward in terms of any environmental issues. Furthermore, the tender for the play space design has now run out , so new designs for equipment could be considered which may be more sympathetic for those who were unhappy about these previously.

As far as the finances are concerned, we are now in the last chance saloon!

I have been told that there are a number of other Councillors in the District who are looking to scoop up this money for their own projects if we do not use it. I think it would be remiss of us all to allow this opportunity for the Chorleywood children to slip by without further consideration of the issues.

I am not asking for a full debate here, at this meeting. The issues are many and complex and require detailed analysis. All I am asking is for Members to consider this motion with open minds and allow a debate to be re-opened. The Council can then decide the best way forward.

I would therefore like to move the Motion put before you.

Cllr Trevett wished to second the original motion but that he reserved the right to speak on the motion following debate.

Cllr Watkins wished to put an amendment to the motion to consider a site for a play area in Chorleywood, exploring other avenues.

Before the amendment was formally put to the meeting the Chairman opened the floor for comments.

Cllr Worrall stated that the police issues relating to the site had been highlighted in April 2012 but ignored by TRDC therefore a written report was requested which was what TRDC should have done in the first place. The criticism of the Parish Council on this matter was unfair, TRDC officers were remiss as the results of the survey were not correctly reported. The Parish Council had met with the Residents Association and Friends of the Common, and Chorleywood Mums as part of the Community Plan process and would be addressing what they wanted.

Cllr Leeming stated that she wished to second the amendment to the motion.

Cllr White said that it was insulting that the work carried out last year was not up to standard which is why the Parish Council was faced with this proposal. She said she was fully in support of a play area in Chorleywood but felt the Parish Council had a duty to protect the Common from development. She was therefore in favour to revisit all areas of Chorleywood that may be suitable for a play area.

Cllr Trevett stated that this proposal was covered by two different authorities each having their own policies. Whilst the debate could be reopened TRDC's options were limited due to policy and therefore he felt that the site should remain the same.

Cllr Watkins asked Cllr Trevett for a copy of the policy to which he referred. Cllr Green suggested that a copy would be obtained and forwarded to all members.

Cllr Watkins said that it was suggested that the play area should be near the centres of population therefore how was the play area going to service Cedars, Quickwood and Chorleywood North if it was on the Common without parking?

Cllr Watkins asking Cllr Trevett if he considered the Football pitches in Chorleywood House Estate to be an area of recreation. Cllr Trevett stated that of course it was, Cllr Watkins stated that this was full of children every weekend and therefore he had answered the question of suitable sites.

Cllr Trevett stated that whilst he had seconded the motion he reserved the right to speak

In seconding this motion there for four points I wish to make.

1. I ask members to look at the wording; at this stage members are only being asked to agree to re-opening discussions with a fellow local authority. How anyone can vote against that is quite beyond me.
2. Touching briefly on the Crime Prevention Officer's report, surely we should go back and say we hear what you say so what are your suggestions to deal with the issues raised. Especially as the Police and Crime Commissioners policy is that public space ie streets parks and commons etc should not be surrendered to anti-social elements.
3. We must be clear that is this motion is voted down then that's it; there is no possibility that the money could be held over for another year. Councillors for other parts of the District are eager to get their hands on it for their wards.
4. Having said that if this motion is voted down those who are anti should not go home celebrating, I have been round this loop twice now and we can be sure that when Three Rivers reviews its leisure facilities again in a few years, Chorleywood will again be flagged up as the worst provided for in the District.
5. In the Maple Cross part of my District Ward there are three play grounds as there are in Rickmansworth while the Watford Rural Parish area there are 12, we have one tucked away in the Swillett, so we can be sure that the issue will be back again, the sad thing of course is that another generation of children will have grown up without adequate play facilities.

I urge everyone to support this motion.

The Chairman stated that there were a number of flaws in the document TRDC put out in 2012 which were misleading. He stated that he had written to TRDC asking at what stage in the process Chorleywood House Grounds were rejected but thus far had received no response.

The Chairman stated that there was a seconder for the amendment to point 1 of the original motion and therefore he wished everyone to vote on the amendment which read as follows:

- I. To agree to re-open the debate on a Play Space in Chorleywood

This was carried ten in favour, five against.

Cllr Trevett then called for a recorded voted. The Clerk reminded him that the call for a recorded vote should be made before the vote – she therefore asked all those against the motion to raise their hands.

Those in favour of the motion were
Cllrs Clarke, Edwards, Kipps, Leeming, Morris, Preedy, Watkins, White, Worrall, Woods,

Those against
Cllrs Copley, Green, Khiroya, Raw and Trevett.

The motion was taken as amended

The Council
RESOLVED

1. To agree to re-open the debate on a play area in Chorleywood

This was proposed by Cllr Watkins, seconded by Cllr Leeming and unanimously carried.

2. To agree to review the findings of the police report presented to Full Council in September (October) 2013 in order to examine the materiality of the risks identified, and to explore ways to mitigate any unacceptably high risks to acceptable levels.

This was proposed by Cllr Green, Seconded by Cllr Trevett and carried 12 in favour with three abstentions.

Cllr Green stated that she hoped that the way forward was with meaningful debate with some investigation which would link to the Community Plan timetable.

Cllr Trevett suggested that the Open Spaces Committee would be the best place to start the process. The Clerk responded stating that as the remit was for Chorleywood it would be for Full Council to decide the way forward.

The Chairman responded stating that not only the Commoners but representatives from the Community would most likely be interested.

14/37 ANNUAL RETURN

Members wished to formally note that the qualification given by the auditors was out of the Parish Councils control due to the changed election date and was not the fault of officers.

The Council
RESOLVED
To note the report

This was proposed by the Chair and unanimously approved.

14/38 INTERNAL AUDIT REPORT

The Council
RESOLVED
To note the report

This was proposed by the Chair and unanimously approved.

14/39 HERTFORDSHIRE COUNTY COUNCIL WARD BOUNDARIES REVIEW

Cllr Worrall stated that she was disappointed with the review as it was supposed to take into account communities and transport links with identifiable boundaries. Chorleywood had been split into three sections using the A404 and the M25 meaning that the Parish would now have three County Councillors. She understood about the electorate numbers but that she would be lodging a person protest.

Cllr Trevett suggested that having three County Councillors may benefit Chorleywood as there would be more support for Chorleywood for lobbying the County. He agreed it was a number crunching exercise but to criticise the Council should come up with an alternative and he could not see how the situation could be improved.

The Council
RESOLVED
That the Parish Council makes no comment on the Hertfordshire County Council Boundary Review.

This was proposed by Cllr Trevett, Seconded by Cllr Morris and carried with 11 in favour with four abstentions.

14/40 REQUEST FOR A COMMUNITY NOTICEBOARD IN MAIN PARADE

Members debated the merits of a community noticeboard and how much it would be used. The Clerk confirmed that officers visited the current noticeboard weekly and therefore it would not be onerous to place items in the community noticeboard and more importantly take out notices when out of date. The

need for planning permission was also discussed. It was noted that the Residents Association had said they would make a financial contribution towards the notice boards.

The Council

RESOLVED

To look at all the options in conjunction with Chorleywood Residents Association and report back to the P&R committee with the costs and implications.

This was proposed by the Chair and unanimously approved.

14/41 DELIVERING INSPIRING LIBRARIES

Cllr Copley advised that HCC wish to implement a system which re-organises the library system into three tiers. Chorleywood has been put into the tier three which will mean that the library will be self-service and need to be run by volunteers. There is a consultation process which will bring quite a lot of questions. HCC are looking to make a £2.5 million saving. Cllr Copley advised that there is an opportunity to protest which he hoped the Council would do in the strongest possible terms.

It was noted that the library hours had already been cut and that current hours did cause problems. It was a case of use it or lose it.

The Council

RESOLVED

That the Parish Council protest in the strongest possible terms asking to move Chorleywood library from a tier 3 to a tier 2.

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

14/42 COMMUNITY PLAN

Cllr Trevett declared an interest and left the room.

Cllr White as Chairman of the group advised that the plan had progressed quite a lot and had engaged an external consultant to add finesse to the questionnaire. This was being paid for from grant funding. Members were advised that it was anticipated that the plan would have a soft launch where Councillors and community plan partners would receive a link to an electronic copy. People would be asked for comments on an glaring errors, spelling grammar etc.

It was anticipated that the launch would be between the 7th and 9th November with launch events in the library. There would be a press release advising of the launch prior to delivery of the plan, and members of the group will publicise the launch on their website, newsletters etc prior to delivery of the questionnaires. The results will be back before Christmas and three months have been set aside to analyse the results. More grant funding is available for this exercise.

Cllr Worrall stated that if the response rate was less than 20% the process would go no further as the results would not necessarily be representative, therefore everyone was being encouraged to respond to either the paper copy or the on-line facilities.

14/43 CLOSURE

The meeting have started at 8.00 pm, closed at 10.38 pm

These minutes have been checked by the Chairman.

Signedagreed via Email..... Dated28th November 2014.....

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

SignedDated.....

CHORLEYWOOD PARISH COUNCIL

FULL COUNCIL MEETING

Agenda Item 9

Date: TUESDAY 9th DECEMBER 2014

Subject: Clerks Report

Training – The Clerk and Parish Ranger, Andrew Goddard attended a Training Course on Common Land Law – the programme was good and informative.

Remembrance Sunday – 9th November 2014, The Clerk attended the Service of Remembrance. It was pleasing to note that this was well attended with representation from the Brownie and Scout groups.

Chorleywood Quiz Night – All the officers attended the event which raised in excess of £6,000 towards 18 local charities.

Cricket Club Advisory Committee – The Clerk is involved in this group and has attended one meeting.

Hertfordshire Highways – Two further meetings have taken place and things are moving forward with the 'How to' Guide. We are looking at ways that this information can be embedded in the HCC Website.

Community Plan – Officers have been involved in the launch of the Community Plan with the allocation of the forms to the working party, creation of posters and answering questions from members of the public. Officers also made all the collection boxes which are distributed around the village.

Christmas Lights – the stress testing has taken place, and HCC have issued a licence and the Christmas lights should now be on. If you see any that are not working please report this to the office. The contract runs out this year and therefore Members will need to consider a new contract for forthcoming years.

Late Night Shopping – The Council is having a stall the Chorleywood Chocolate Factory for public awareness and to raise funds for the Chairman's Charity. A logo has been designed for **Chorleywood in Bloom**, and the **Photographic Competition** has been launched.

Chorleywood Matters has been produced and delivered.

Appraisals will be taking place in the near future.

Dates for your diary

- **Christmas Closure** – The Parish Council will be closed from
12 noon Wednesday 24th December 2014 and re-open on Monday 5th January 2015

CHORLEYWOOD PARISH COUNCIL

**MINUTES of the meeting of the EXTRA ORDINARY MEETING OF THE PARISH COUNCIL held in the
Parish Office, South Lodge, Rickmansworth Road, Chorleywood, on
Tuesday 28th OCTOBER 2014**

MEMBERSHIP & ATTENDANCE

Chairman: * Tony Edwards

Councillors: * Jo Clarke * Ken Morris
 * John Copley * Alison Preedy
 * Harry Davies * David Raw
 * Barbara Dickens * Martin Trevett
 * Barbara Green * Steve Watkins
 * Raj Khuroya Jane White
 * Rodney Kipps Jenny Wood
 * Jill Leeming * Jackie Worrall

*Denotes Member present

Officers Present Mrs Y Merritt – Clerk
 Mrs C James – Deputy Clerk
 Mrs M Putman – Admin Officer
 Miss L Hamilton – Admin Officer

The Chairman opened the meeting by explaining that the reason for calling the meeting on this date was because the next available date for meetings was 15th February 2015 and due to the relative urgency of the matter he felt the meeting should be called sooner rather than later.

14/44 PUBLIC FORUM

There were three members of the public present

14/45 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Copley, Davies, Dickens, Kipps, White and Wood

14/46 PLAY SPACE IN CHORLEYWOOD

For the benefit of newly elected members the Chairman gave a brief overview of the previous process and decisions but stated that this was an opportunity to start afresh and go into the process with an open mind, looking at all sites and all suitable equipment.

The meeting started with clarification that all Parish Councillors were in agreement that everyone was in favour of improving play facilities for Chorleywood.

It was acknowledged that the previous working party had put a huge amount of work into the original report and that perhaps information from this could be used as a starting point.

The legal restrictions on the Common were discussed, and it was felt that these should be better explained to the public. Similarly TRDC also has guidelines set out in their play strategy which would need to be considered when looking at appropriate sites.

Members felt that an ecological survey would be a sensible way forward to find out from professionals the most appropriate areas for a play area.

It was noted that some information had changed since the last survey, namely the parking situation, legislation surrounding the great crested newts, dog fouling rules and DeFRA S38 application procedures; these would all need to be considered.

It was noted that the current Standing Orders allowed members of the public to sit on working parties, and therefore it seemed sensible for the Parish Council to approve a working party.

The Clerk confirmed that Twin-hatters would need to declare an interest at one of the Councils. Cllr Trevett stated that he was not on the Leisure, Wellbeing and Health Committee at TRDC and therefore would like to be involved in a working party at the parish. The Clerk confirmed that this was permissible but would preclude him from discussion and lobbying with fellow district Councillors/officers in his capacity as a District Councillor.

Cllr Khiroya advised that as he sat on the Planning Committee at TRDC he would declare an interest and not take part in any discussion on the play area at the Parish Council.

Members considered that Cllrs Preedy and Watkins should remain on the Working Party and they could provide historical information and a degree of continuity but very much welcomed new blood for transparency purposes. Cllrs Green and Trevett volunteered.

The Council
RESOLVED

To set up a working party made up of Cllrs Green, Preedy, Trevett and Watkins.
A representative from Chorleywood Mums, Chorleywood Residents Association, Friends of Chorleywood Common, Friends of Chorleywood House Estate, A Three Rivers District Councillor.

Members also discussed the advantages of having substitutes, and

The Council
RESOLVED

That voluntary organisations could nominate a substitute. For continuity the substitute to attend all meetings but could not take part or vote unless they were the official representative.

This was proposed by the Chairman and unanimously approved.

It was noted that all Parish Councillors could be observers at the working party meetings.

It was stated that it appeared logical for the Clerk of the Council to act in the role of Secretary for the Working Party

The Council
RESOLVED

That the Clerk act in the role of secretary for the Play Area Working Party

This was proposed by Cllr Preedy, seconded by Cllr Watkins and carried with 10 in favour with one abstention.

Discussions took place as to which committee the working party should report to, the Clerk advised that as the Working Party was looking at the whole of Chorleywood, and that if Chorleywood Common was the chosen area licence agreements would have to be put in place, Open Spaces did not have the delegate powers to make decisions. It was therefore agreed that the Working Party would report to Full Council but that an Extra Ordinary Meeting would be called if the need arose.

Members also considered the terms of reference for the Working Party, which was agreed should be approved by the Council.

The Council
RESOLVED

That the terms of reference for the Play Area for Chorleywood Working Party be

1. The Working Party is charged with the investigation of all matters pertaining to looking at all possible sites in Chorleywood for both formal and informal play equipment. These will include, but not be confined to possible sites, areas within those sites, planning and other legal matters.
2. Where needed, the Working Party will seek advice from Parish Rangers, from external sources such as CMS, Three Rivers District Council, the Planning Authority, DEFRA the Police Authority and any other appropriate source.
3. The Working Party is not a decision making body but will report available options to the Full Council.
4. The Advisory Committee does not hold a budget and cannot approve any expenditure.

The Advisory Committee shall consist of nine members:

- Four Parish Council nominees
- One representative from
 - Friends of Chorleywood Common
 - Chorleywood Mums Representatives
 - Chorleywood Residents Association
 - Friends of Chorleywood House Estate
 - District Councillor

5. It shall elect from its members a Chairman and the Clerk of the Council shall keep the Minutes, conduct correspondence and prepare reports for the Full Council
6. A quorum shall consist of 7 members including at least one member from each group being present. In the event of absence from meetings, substitution will be permitted from an approved list.

Dates of the first meeting were to be confirmed but suggested times were after 3.30pm Monday – Wednesday. The Clerk is to contact all the groups by letter seeking representative for the working party.

14/47 CLOSURE

There being no further business the meeting having commenced at 8pm closed at 9.40pm

These minutes have been checked by the Chairman.

SignedAgreed via email..... Dated ...28.11.14.....

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

SignedDated.....

**INFORMAL REPORT OF THE ALLOTMENTS USERS MEETING
HELD ON 11th NOVEMBER 2014**

MEMBERSHIP & ATTENDANCE

- Chairman:** * **Barbara Green**
- Councillors** * **Jo Clark**
* **Barbara Dickens**
Tony Edwards (ex officio)
Raj Khiroya
* **Jill Leeming**
* **Alison Preedy**
* **Martin Trevett**
* **Steve Watkins (ex officio)**

*Denotes members present

There were four allotment holders present.

14/01 APOLOGIES FOR ABSENCE

There were no apologies for absence.

14/02 DECLARATIONS OF INTEREST

Martin Trevett declared a non-pecuniary interest as an allotment holder.

14/03 APPROVAL OF THE MINUTES

The Committee

RESOLVED

That the informal notes of the Allotment Users held on 12th November 2013 be accepted.

14/04 MATTERS ARISING

The Allotment Administrator confirmed that the padlock had now been placed on the top gates at Copmans Wick.

Investigations had been made into having bees at the allotments but it was unlikely that an bee keeper would be interested due to the cost of the equipment and a difficulty in securing the hives. If a willing bee keeper was found it would then also need a consensus of allotment holders.

14/05 REPRESENTATIONS FROM ALLOTMENT HOLDERS

Dog Kennel Lane:

The allotment representative thanked the Rangers for their work at Dog Kennel Lane throughout the year and the wider Parish Council and advised that there were no real issues at Dog Kennel Lane. He was aware that there had been an occasion where the cattle had visited the allotments and whilst no damage was caused he asked whether the two gaps in the fence at the top of the allotments could be gated with two swing gates that he was aware the Parish Council had in store, not being used. He also asked

whether it would be possible to have the gate at Dog Kennel Lane padlocked to give some security to the plots and also act as a deterrent to any possible fly tipping.

Copmans Wick:

As there was currently no allotment representative for Copmans Wick, the two allotment holders from that site were asked for their views. As new tenants they felt they did not yet have a lot of experience but given the overgrown state of their plot when they took it on, they did ask whether the Council would consider strimming vacant plots prior to new tenants taking them over. Concern was raised over the ranger resource that would be unavailable for other work if this was undertaken.

The Swillett:

The allotment representative for The Swillett had recently given up the role and his allotment plot and there were no other tenants of this site at the meeting

Councillors Visit to the Allotments

A number of Councillors had been on a visit to all allotment sites in September during which a number of issues had been raised:

Sheds

Current rules of tenancy allow a small storage box but some tenants had requested that the Council consider changing the rules to allow small sheds. Concerns were expressed by both Councillors and allotment holders that sheds may attract theft and inappropriate behaviour at the sites. There were also questions as to whether a shed would shade an adjacent plot and what would happen to the shed when a plot was given up. It was noted however that it was an issue for some taking tools to and from the plot on every visit. The issue would be taken at the Open Spaces Committee following this meeting.

Dog Kennel Lane Allotment Site access by car

Concerns over the state of the track within the allotments becoming muddy and waterlogged had been raised and the suggestion put forward that gravel or bark be put down to facilitate access during the wet months. The site representative expressed the view that the site had always been subject to these problems and that even if any materials were put down they would disperse.

Non Cultivation of Plots

The Allotment Administrator was congratulated for her efforts and success in reducing the number of plots being held on to by tenants but not being cultivated and the consequential reduction in the waiting lists. She advised that during the growing season she would be aiming to undertake monthly inspections.

Skips

Discussion on the possible provision of skips for a limited time period (one day or over a weekend) covered concerns over:

- costs and whether they would be paid for by the Parish or allotment holders,
- rules for the disposal of waste having changed and therefore mixed waste disposal being an issue
- the message this gave by not encouraging people to be green in using green waste in compost bins etc

Carpet

A new rule had been added to the tenancy rules the previous year prohibiting the use of carpets on plots but some was still present from before this rule was introduced and it was felt that the practice was still being used as a means of smothering weeds. It was agreed that a notice be put on the gates and notice boards emphasizing the no carpet rule.

Dogs

It was agreed that dogs should be kept under control at all sites and notices requesting this were being progressed.

14/06 ALLOTMENT REPRESENTATIVES

The Allotment Representatives for Dog Kennel Lane, Mr P McCarthy, confirmed that he was happy to continue in the role of representative for Dog Kennel Lane Allotments. The Allotment administrator advised that she had been made aware of a couple of people who might be interested in picking up the Allotment Representative role at the other two sites and agreed that she would contact all plot holders at the other two sites to seek new representatives for these.

14/07 CLOSURE

The meeting having commenced at 7 pm closed at 7.52 pm.

Minutes checked by Chairman Open Spaces by email 01.12.14

REPORT OF THE OPEN SPACES COMMITTEE
HELD ON 11TH NOVEMBER 2014

MEMBERSHIP & ATTENDANCE

Chairman: * **Barbara Green**

Councillors * **Jo Clark**
* **Barbara Dickens**
Tony Edwards (ex officio)
Raj Khiroya
* **Jill Leeming**
* **Alison Preedy**
* **Martin Trevett**
* **Steve Watkins (ex officio)**

* Denotes members present

Officers present Yvonne Merritt - Clerk
Claire James - Deputy Clerk
Laura Hamilton – Admin Officer

There were two members of the public present.

14/34 APOLOGIES FOR ABSENCE

There were apologies for absence from Cllrs Tony Edwards and Raj Khiroya.

14/35 DECLARATIONS OF INTEREST

Martin Trevett declared a pecuniary interest in Agenda 14 Fees and Charges as an allotment holder.

14/36 APPROVAL OF THE MINUTES

The Committee

RESOLVED

That the minutes of the meeting held on 9th September 2014 which had been discussed at Full Council with no changes made, be approved as a true and correct record.

14/37 MATTERS ARISING FROM THE MINUTES

14/25 Nature Trail: The Clerk updated Members that the re-application for funding had started.

14/26 Request for Permission to run outdoor fitness sessions with equipment on Chorleywood Common: Members were advised that the six week trial that had been agreed at the previous meeting with a number of caveats was about to conclude. During that time no adverse reports or complaints had been received by the Office or by Councillors. The company concerned were interested in continuing with the classes at the same times as the in the trial but had asked whether a discount could be given if payment was made annually.

The Committee

RESOLVED

That a licence be granted for the company to use the Common for Fitness Classes subject to the same conditions and 2 of the three caveats as for the trial i.e.:

- Areas to be used to be limited to the Fire rides
- To exclude any equipment which is dragged along the ground e.g. Car tyres.

The third caveat in place for the trial - to limit the number of people in any one session to ten plus the trainer - was removed.

With no discount for the remainder of the financial year but that this aspect would be reviewed for the next financial year.

It was also agreed that users continue to be encouraged to use the Lorry Permissive Parking Area to minimise disruption to other users of the Common. It should also be advised that the Council reserved the right to give advance notice of any closures due to filming or ground condition concerns. All would be subject to the provision of suitable risk assessment, public liability and First aid documentation.

This was proposed from the Chair by Barbara Green and carried unanimously.

14/38 FINANCIAL COMPARISON STATEMENT 2014/15

In response to a Member's question the Clerk advised that the Income budget line 22 Interment Charges was based on historic data for the Lawn Cemetery and forecast information taken from statistical records.

The Committee
RESOLVED
To note the report.

14/39 OPEN SPACES OFFICER'S REPORT

Recommendation 1: Allotments – It was noted that a number of local schools already have provision for an allotment type area within their grounds which are not fully utilised and therefore the take up of the offer of an allotment plot at one of the sites nearest to the school may not be taken up.

The Committee
RESOLVED
That local schools are approached and given the opportunity to pick up a spare allotment plot but that it would be on the understanding that if they were not cultivated they would be taken back

This was proposed from the Chair by Barbara Green and carried unanimously.

Recommendation 2: Lawn Cemetery Compound – Members were advised that the revised quote had come in the same as the original quote.

The Committee
RESOLVED
To go ahead as per the original Resolution from Open Spaces 11.3.12 Minute 13/100

Recommendation 3: Suggested Lighting of Cattle Creep – Concerns of Officers outlined in the report were discussed with additional concerns of the possible vandalism that lighting of this area may bring being raised by Members.

The Committee
RESOLVED
That a letter be written to Transport for London expressing concerns over the proposals and seeking information on the details and basis of their plans.

This was proposed from the chair by Barbara Green and carried unanimously.

Recommendation 4: 10th Anniversary of the Local Nature Reserve – Members agreed that the Photographic competition be publicised in the forthcoming issue of Chorleywood Matters, the Parish Council Website, Late Night Shopping, Social media and via Friends of the Common with quarterly returns sought for the submission of photographs.

Information lecterns: The final drafts of the maps complete with the artwork produced by the Chorleywood Community Arts Centre to be used on the two information lecterns, funded by the Chiltern Conservation Board through funding from the Heritage Lottery Fund, were presented at the meeting. The basic map would be made available to the Parish Council for a cost in the region of £100 which could then be overlaid with other information, e.g. memorial benches on the Common, for a nominal fee. In response to a Member's question the Clerk advised that as the boards are interpretation boards, they were being placed near the areas they give information on i.e. Larks Meadow and Christchurch Pond and not at entry points on to the Common. Comments on the maps were generally very positive with a suggestion that 'Local Nature Reserve since 2004' be added to the title on both. Concerns over the colour of the type would be passed back to the illustrator. For the ponds board the option of the pond titles in boxes was chosen. The Clerk advised that the Lecterns should be in place by the New Year.

The Committee

RESOLVED

To note the information provided and suggestions made and that a letter of thanks be written to the Chiltern Conservation Board (CCB) for funding the lecterns.

This was proposed by Steve Watkins, seconded by Martin Trevett and carried unanimously.

ALLOTMENTS

14/40 OCCUPATION

The Committee

RESOLVED

To note the occupation

14/41 WAITING LISTS

The Committee

RESOLVED

To note the details on the waiting list and congratulated the Allotments Administrator on the reductions that had been made.

14/42 MATTERS ARISING FROM THE ALLOTMENT MEETING

Dog Signage- notices were being sourced to advise dog walkers and tenants to keep dog on leads whilst on the Allotment sites.

New tenants – The question as to whether the Council could trim plots for new tenants had been raised by a new allotment holder. In response to a direct question the Ranger gave a personal view that if a new tenant was prepared to take on a plot in a bad state, they were likely to become a good tenant. Members discussed the need to educate prospective tenants on the time required to keep a plot in a good state of cultivation which they were assured was already done. Strimming by the Rangers also took up time that was therefore not available for other tasks. It was also noted that the allotments brought in very little income compared to the costs of servicing and maintaining them and that this would be another drain on that income.

SKIPS: The provision of skips for a limited time period, a day or a weekend had been discussed at the allotment meeting. Funding of these was an issue with neither the Council nor the allotment holders being likely to want to fund. The Allotment administrator was asked to approach Three Rivers District Council to see if a one off rubbish collection might be possible.

Use of carpet to suppress weeds: Members were advised that the rule had been brought in the previous years to prohibit the use of carpet on allotment plots. It was felt that that this needed to be re-enforced by notices at the three sites.

Sheds: The Council had been asked whether the tenancy rules could be changed to allow sheds on Allotments. Tenants at the allotment meeting had been mixed in their views on the subject with some suggestion that they might invite vandalism and the current rule for a small tool box being sufficient. Members agreed that sheds could not be allowed at Dog Kennel Lane due to the fact that it is part of the Common. For the other two sites, when Allotment Representatives had been appointed at these sites, the Allotment Administrator would liaise with them to find out what is wanted and bring the information back to the next committee.

Dog Kennel lane Allotment Gate Padlock: Dog Kennel Lane Allotment holders had requested a padlock be installed on the vehicle gate. As access for pedestrians was still maintained this was agreed.

Gates at Dog Kennel Lane Allotments. Members agreed to a request to install two kissing gates, currently in storage, at the top on Dog Kennel Lane allotment site as a prevention measure for a possible repeat of the single occurrence of the cattle getting into the allotments through the gaps in the fence at the top of the site.

LAWN CEMETERY

14/43 INTERMENTS

The Committee
RESOLVED

To note the number of interments that had taken place.

14/44 PROPOSED CHANGE TO CEMETERY RULES TO ALLOW POTTED PLANTS ON GRAVES IN WINTER

Members were advised of the background to this request and shown two examples provided by a local fabricator and advised of the costs of the options. It was suggested that the money raised by the disposal of the unclaimed plaques agreed previously (Minute 14/24) be used to fund the pot holders.

The Committee
RESOLVED

That 50 x 5inch flat sided pot holders be purchased which would then be available to purchase at cost plus VAT by visitors to the Cemetery. These holders would be numbered and the purchaser's details kept on record. The pot holders would be left in place until the end of February when it would be expected that the owners would remove them for storage. The rule amendment was agreed with the addition of a reference to the purchase and removal at the end of the winter of the pot holders by the owners. The originator of the request would be advised by letter of this resolution.

This was proposed from the Chair by Barbara Green and carried unanimously

COMMON AND GROVEWOOD

14/45 GREEN FLAG AWARD

Members considered the idea of investigating further an application for a green flag award for the common. Members expressed concern over the costs involved, that planning permission would be needed for the flag if successful and that improvements to the area awarded green flag status year on year were required. It was noted that Chorleywood House Estate had been awarded a green Flag and

that this had given them access to funding opportunities but views were also expressed that funding sources were already being tapped into for the Common and that the Common already has plenty of awards.

The Committee

RESOLVED

To reject the idea at this stage.

This was proposed from the Chair by Barbara Green and carried with 6 in favour and one abstention.

GENERAL

14/46 REVISED BUDGET 2014/15

Members discussed the grazing balance sheet produced by the Clerk and in response raised by a member regarding the sunk costs were advised that these had been identified in a paper provided to an earlier committee. In response to a question on the number of cattle, members were advised that there had been six grazing this year with the training of the cattle with the collars taking place over winter. The aim was to get to twelve eventually. It was agreed that the trial this year was not without incident and the collars and fencing issues needed to be resolved with the manufacturers but that overall the trial had been successful. It was noted that the use of a camera loaned from TRDC would be considered if further vandalism of the wire was experienced.

The Committee

RESOLVED

To agree the revised budget.

This was proposed by the Chair and unanimously agreed.

14/47 FEES AND CHARGES 2015/16

The Chairman stated that it had been helpful to have a comparison of fees and charges in other areas for both the Cemetery and the allotments.

Cemetery: Members discussed the possibility of a three tier system for charges and were advised that about 80% of the interments that took place had some connection with Chorleywood. However a more detailed analysis would be undertaken for the Fees and charges exercise the following year.

The Committee

RESOLVED

That

- the increase of 2% (rounded) for the Lawn Cemetery
- the two stage increase for the Foundry increase effective from the 1st January 2015 and the 2% (rounded) with effective from the 1st April 2015 for the Memorial Plaques
- the 2% (rounded) increase to allotment rentals with no increase to the key charge and new tenant admin charge but with the addition of a non refundable key charge for Dog Kennel Lane when the padlock was installed
- The increase of the licence fee for use of the Common for business purposes (not including filming) be rounded to £12.15

As detailed in the report to the committee be agreed

NOTE: Martin Trevett left the Council Chamber whilst the Allotment Fees and Charges were being discussed.

14/48 DRAFT CAPITAL AND REVENUE BUDGET 2015-16

The Clerk advised that the Rangers had requested a replacement item of machinery with an unused item being offered in part exchange and outlined the benefits of the proposed piece of machinery. However as only one quote was available at the meeting the request would be brought back to the next meeting with further quotes available for comparison.

The Committee
RESOLVED
To approve the draft capital and revenue budget 2015-16

14/49 HEALTH AND SAFETY

The Committee
RESOLVED
To note that

- the annual review of the provision of Personal Protective Equipment (PPE) has taken place and the appropriate items under Health and Safety requirements placed on order and
- Disclosure Barring Scotland (DBS) checks which replaced Criminal Records Bureau (CRB) checks had been undertaken for the Rangers.

14/50 CLOSURE

Before the Chairman closed the meeting, Barbara Dickens had attended an event run by the Chilterns Conservation Board regarding Commons and wished other members to be aware that compared to many others the Common had an 'A' team in place with respect to the Common and wished to thank everyone involved on the team.

The meeting having commenced at 8.00 pm closed at 10.30pm.

SignedAgreed via Email..... Date01.12.14.....

These minutes were agreed as a true and correct record at the Open Spaces meeting and signed by the Chairman.

Signed..... Date.....

**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE
MEETING ON TUESDAY 18th NOVEMBER 2014**

MEMBERSHIP AND ATTENDANCE

Chairman: *Cllr Rodney Kipps

Members: - *Cllr John Copley
*Cllr Harry Davies
*Cllr Tony Edwards (ex officio)
* Cllr Raj Khiroya
* Cllr Ken Morris
* Cllr Alison Preedy
*Cllr Steve Watkins (ex officio)
*Cllr Jenny Wood

Also in attendance: Alan Manson – Surveyor
* Yvonne Merritt – Treasurer
* Michelle Putman – Secretary

*Denotes members present

14/18 APOLOGIES FOR ABSENCE

There were no apologies for absence

14/19 DECLARATION OF INTEREST

There were no declarations of interest received.

14/20 APPROVAL OF THE MINUTES

The Committee

RESOLVED

The minutes of the meeting dated 16th September 2014 were approved as a true and correct record,

14/21 MATTERS ARISING

Recommendation 2 War Memorial Hall Refurbishment

The Treasurer advised that the contract had come in on time and on budget. She was happy with the end results and the quality of workmanship. She also advised that the second phase would be going out for tender in the next couple of weeks.

14/22 SECRETARY'S REPORT

WMH

The Secretary confirmed that the new curtains enhanced the stage. Members of the committee were happy that the hand driers were no longer being leased.

Table Top Sale

The Chairman requested that a rota be produced for Full Council asking councillors to help at the table top sale.

WiFi

It was agreed that the new WiFi should be publicised in all the halls literature and on the website

The Committee
RESOLVED
To note the report

14/23 TREASURER'S REPORT

The Committee
RESOLVED
To note the report.

14/24 REVISED BUDGET

Members of the Committee were pleased that the income stream was continuing.

The Committee
RESOLVED
To note the report.

14/25 PROPOSED FEES AND CHARGES

Members considered the fees and charges and agreed that the overrun deposit of £75.00 be introduced but used at the Secretaries discretion.

The Committee
RESOLVED
To accept the fees and charges as outlined in the report
To add an additional deposit fee of £75.00 to cover overruns but that this would be charged at the Secretaries discretion.

This was proposed by the Chairman and unanimously agreed.

14/26 DRAFT BUDGET FOR 2015/16

The Treasurer went through the budget and explained the proposed variances. She explained that she had reduced the grant funding required from £20,000 to £18,000, however members felt that it was too soon to assume the growth in income would be sustainable and agreed that the grant should remain at £20,000 for the forthcoming year but would be reviewed in the next budgetary cycle.

The Committee
RESOLVED
To adopt the budget for 2015/16 with the grant funding remaining at £20,000.

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

14/27 NEW ADDITIONAL MANDATORY LICENSING CONDITIONS

The Committee
RESOLVED
To note the report.

14/28 CARETAKERS POSTION AT THE WAR MEMORIAL HALL

The Secretary explained that the caretaker was struggling with the tables and chairs, but would like to stay on in whatever capacity permitted. It was acknowledged that the caretaker

To be received at Council
9th December 2014

CHORLEYWOOD PARISH COUNCIL

CRICKET CLUB ADVISORY COMMITTEE – 25th NOVEMBER 2014

MEMBERSHIP & ATTENDANCE

Chairman: * Cllr Barbara Green

Members: Cllr Harry Davis
*Cllr Tony Edwards
Cllr Rodney Kipps
*Cllr Jill Leeming
Cllr Raj Khiroya
* Cllr Jane White

*Yvonne Merritt Clerk to the Council

*Denotes members present

14/01 ELECTION OF CHAIRMAN

Barbara Green was elected as Chairman of the group

14/02 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Davis, Kipps and Khiroya

14/03 ADOPTION OF THE TERMS OF REFERENCE

The terms of terms of reference as outlined below were agreed.

CRICKET CLUB ADVISORY COMMITTEE

TERMS OF REFERENCE

The Cricket Club Advisory Committee shall be appointed by Full Council.

The Advisory Committee is charged with the investigation of all matters pertaining to looking at the request from Chorleywood Cricket Club to renew and extend their Cricket Pavilion and renewal of their lease.

Where needed, the Advisory Committee will seek advice from the Cricket Club, Parish Ranger and from external sources such as CMS, Three Rivers District Council, the Planning Authority, DEFRA, Natural England and any other appropriate source.

The Advisory Committee is not a decision making body but will report available options to Full Council with recommendation of preferred option for approval and action. The Advisory Committee does not hold a budget and cannot approve any expenditure.

The Advisory Committee shall consist of seven members of the Parish Council:

It shall elect from its members a Chairman and an officer of the Council who shall keep the Minutes, conduct correspondence and prepare reports for the Open Spaces Committee.

A quorum shall consist of four members.

It is anticipated that this committee will complete its deliberations by early 2015 and that they will present their proposals to Full Council.

14/04 PLANS FOR THE NEW PAVILION

Members studied the draft proposals. Whilst members were generally happy with the draft there were a number of issues that required clarification.

1. It was noted that the floor plan square meterage did not include the veranda, bin stores or any paths around the pavilion.
Clarification of the square meterage for the whole footprint was required.
2. It was noted that the plans showed a pitched roof.
Confirmation of the roof height and dimensions was required, with a view to consideration of using the roof space for changing rooms/toilets.
3. Members were uncomfortable with the disabled access being at the rear and felt that consideration should be given to relocating this.

Further clarification of any relevant issues related to Common Law would be sought from the training course to be attended later in the week.

It was felt that advice should be sought from TRDC planning about possible development of the roof space, to understand if they were adverse to a second floor bearing in mind a precedent had been set with the development of 'the Junction'.

There were concerns that if the development was too big there may be objections which could lead to a public enquiry, culminating in delay and additional expense. The aim should be to work towards a development which is as close to the original footprint as possible.

14/05 LEASE ISSUES

For financial reasons the Cricket Club wish to renew the lease in conjunction with the development of the new club house. Jane White felt that the CC should be asked what they were specifically looking for in terms of any clauses and length of the new lease. She asked for a copy of the current lease.

14/06 OTHER ITEMS RAISED BY THE CRICKET CLUB FOR CONSIDERATION

Best process for applications – the Clerk explained that there needed to be three phases of consultation, the first with draft proposals, the second with details, and the third with what the CC were proposing to submit to the Planning Inspector. All the Partners and environmental organisations would need to be contacted, along with the commoners.

More information on the application may be obtained from the Training course later in the week.

Securing of site during construction and Temporary Storage – The Clerk advised that this would not be a problem. When the time schedules were known she could apply for an exemption for the ground under construction.

Obviously there were other H&S issues to discuss but no doubt the contractors would be familiar with all the rules and regulations and this could be dealt with nearer the time.

11/07 CLOSURE

The meeting have commenced at 4.00pm and closed 5.50 pm

The Date of the next meeting was confirmed for 10th December at 3.30 pm

These minutes have been checked and signed by the Chairman

Signed ...agreed via email..... Date28th November 2014.....

These minutes were agreed as a true and correct record at the Advisory Committee meeting and signed by the Chairman.

Signed..... Date.....

**REPORT OF THE PLANNING COMMITTEE MEETING
ON TUESDAY 25th NOVEMBER 2014
MEMBERSHIP AND ATTENDANCE**

Chairman: *Cllr Jane White
Councillors: Cllr Harry Davies
*Cllr Barbara Dickens
*Cllr Tony Edwards (ex officio)
Cllr Rodney Kipps
*Cllr Alison Preedy
*Cllr David Raw
*Cllr Steve Watkins (ex officio)
*Cllr Jackie Worrall

*Denotes members present

Officers Attending: * Ms M Putman

There were no members of the public present.

**The Committee
RESOLVED TO RECOMMEND**

That section 106 money available to Chorleywood be used towards the proposed pedestrian crossing on the Chorleywood Road. This project is desired by the community and satisfies the 'Sustainable development' requirement for s.106 projects.

PART 1 MINUTES

14/088 APOLOGIES FOR ABSENCE

There were two apologies for absence received:- Cllr Harry Davies and Cllr Rodney Kipps

14/089 DECLARATIONS OF INTEREST

There were no declarations of interest received:-

14/090 APPROVAL OF THE MINUTES

The Committee
RESOLVED

That the minutes of the meeting of the 4th November 2014 be approved as a true and correct record.

14/091 MATTERS ARISING

Cllr Jackie Worrall advised the Committee that she had been contacted by Mrs Diane Bruce regarding Street Record, Clovers Court, Quickley Lane (14/1936), a planning application brought before the Planning Committee on the 4th November, 2014. Mrs Bruce advised Cllr Jackie Worrall that the planning application had been re-submitted and changes had occurred.

The Committee looked at the re-submitted application and felt that the application needed to be Called In and the objections will be forwarded to Three Rivers District Council. It was also noted that since the Chorleywood Planning Meeting a number of letters objecting to the application have since been received.

14/092 LETTERS OF OBJECTION/EXPLANATION

There were no letters of objection received before publication of the agenda.

14/093 PLANNING APPLICATIONS

The Committee

RESOLVED

That the attached comments be submitted to TRDC (Appendix 1).

14/094 PLANNING APPEALS

There were no planning appeals this month.

14/095 APPLICATIONS FOR WORK TO BE CARRIED OUT ON TREES

The Committee

RESOLVED

To note the tree applications.

14/096 PLANNING APPLICATIONS DECISIONS RECEIVED

The Committee

RESOLVED

To note the planning decisions received for the period ending 14th November, 2014

14/097 URGENT ITEMS

West London Waste Plan- Updated National Planning Policy for Waste and Guidance. The Committee noted this

Community Infrastructure Levy.

Cllr Jackie Worrall advised the Committee that Section 106 monies has to be spent on 'sustainable development' to support the area. The Committee would need to decide what it would be best to spend the money on. TRDC are proposing a pedestrian crossing on the Chorleywood Road and are seeking a contribution towards this from Chorleywood Parish Council. The Committee felt that the s.106 monies due to the Parish could be used as the contribution as i) if it wasn't allocated soon, we would lose it; ii) there is a community demand for a crossing in that location, and iii) the project fulfills the 'sustainable development' requirement.

Cllr Jackie Worrall advised that if we got enough responses to the Community plan then the next step would be to go for a Neighbourhood Plan which is a legal document regarding planning issues and subsequently we would be entitled to more S106 money. Currently S106 monies for Chorleywood is going towards the Croxley Rail link.

Cllr Steve Watkins advised the Committee that he had been trying to get a crossing on Chorleywood Road for a number of years and had written to numerous Councillors and MP's. Both Christ Church and Clement Danes School would clearly benefit from this.

There was concern for the possible back up of traffic with the three phased lighting system.

Notes on Neighbourhood Planning. - This was noted

Consideration of Section 106 funding:

The Committee unanimously supported the use of Section 106 money towards the pedestrian crossing on Chorleywood Road.

Cllr Tony Edwards suggested that Clement Danes School be approached for a donation towards the work.

14/098 COMMUNITY PLAN

Cllr Jane White wanted on record that the specific question that had caused a few problems was question 5 regarding the playground.

Cllr Jane White advised that the majority of questionnaires had been delivered and it was hoped that the remaining ones would be delivered by the end of this week.

A number of people had completed the questionnaire on line and some had been placed in the collection boxes.

Cllr Jane White advised that there was a forum on Thursday for Friends of Chorleywood Common in the library and that Cllr Jane White would be attending and taking some questionnaires with her.

14/099 LICENCE APPLICATION

None to report

14/100 TRANSPORT

Three Rivers Controlled Parking Zones and Restriction of Waiting in Various Roads. The Committee noted this.

14/101 CLOSURE

The meeting having started at 8.03pm and finished at 9.10pm

These minutes have been read and agreed by the Chairman.

SignedAgreed via e-mail.....Date ...2/12/14.....

These minutes were agreed as a true and correct record and signed by the Chairman.

Signed Date

Planning Applications Considered

Applications considered on 25-11-14

1 14/2088 25/11/14

Mr and Mrs R Arzooyan
17 The Mount
Rickmansworth

Retrospective insertion of two roof lights to each flank roofslope.
Delegated Decision
Retrospective Application
Planning Officer: Joanna Bowyer

The Committee had Concerns with this application on the following grounds:-

* Request that the rooflights are placed at 1.7m sill height or the glass is obscure

2 14/2095 25/11/14

Mr and Mrs J Minus
Cedar Lodge
15 Dove Park

Demolition of existing garage and construction of two storey side extension, single storey front, side and rear extensions and raised patio to sides and rear
Delegated Decision
Full Application
Planning Officer: Rob Morgan.

The Committee had no Objection to this application

3 14/2120 25/11/14

Mr J Armour
39 Whitelands Avenue
Chorleywood

Single storey front and rear extensions
Delegated Decision
Full Application
Planning Officer: Rob Morgan.

The Committee had no Objection to this application

4 14/2148 25/11/14

Mrs S McCarthy
55 Grovewood Close
Chorleywood

Creation of sunken garden and construction of basement level to rear of dwelling
Delegated Decision
Full Application
Planning Officer: Suzanne O'Brien

The Committee had Concerns with this application on the following grounds:-

* Request a condition is placed on this application 'Not to be used as a separate dwelling'.
* Concern with the drainage

Planning Applications Considered

Applications considered on 25-11-14

5 14/2152 25/11/14

Mr S Cardy
Windgather
10 Farm Road
Construction of single and two storey side and rear extensions
Delegated Decision
Full Application
Planning Officer: Suzanne O'Brien

The Committee had no Objection to this application

6 14/2176 25/11/14

Mr A Bunce
39 The Queens Drive
Mill End
Single storey rear extension and alterations to rear patio
Delegated Decision
Full Application
Planning Officer: Claire Westwood

The Committee had no Objection to this application

7 14/2190 25/11/14

Vodafone Ltd
Junction at Station Approach
and Common Road
Chorleywood
Erection of 15m dual stack telecommunications column, four equipment cabinets and ancillary works

Delegated Decision
Full Application
Planning Officer: Rob Morgan

The Committee had Objections to this application on the following grounds and wish to CALL IN, unless the Officers are minded to refuse this application.

- * The location of the column will be in the sightline of drivers.
- * The location is in the Conservation Area
- * The mast is visible from the Common
- * The Committee feel that the telecommunication operators should share masts to reduce the number of masts being placed in Station Approach and Common Road

Parish Council Cheque list

Start of year 01/04/14

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
408674	3659	07/10/14	£30.00	£0.00	£30.00 P & R	Hertfordshire Building Preservation Trust Ltd	Subscription
408675	3660	07/10/14	£96.00	£16.00	£80.00 P & R	TRDC	Caddy Sacks
408676	3661	07/10/14	£150.00	£0.00	£150.00 P & R	Neopost	postage Recredit
408677	3662	07/10/14	£95.90	£0.00	£95.90 P & R	Fleming P	Website Management
408678	3663	07/10/14	£1,286.16	£0.00	£1,286.16 CNCL	War Memorial Hall	VAT Payment
408679	3671	08/10/14	£239.99	£40.00	£199.99 P & R	Hertfordshire County Council	Laminator
408680	3674	09/10/14	£50.00	£0.00	£50.00 P & R	Marie Curie Cancer Care	Donation- in memory of Julie Beech
408681	3675	09/10/14	£99.59	£16.60	£82.99 P & R	Neopost	Franking Machine Maintenance
408682	3676	09/10/14	£416.79	£0.00	£416.79 OS	TRDC	Trade Refuse- Half year Charge- Lawn Cem
408683	3677	09/10/14	£60.00	£10.00	£50.00 OS	Blaines Trailers & Tyres Ltd	puncture repair
408684	3678	13/10/14	£294.42	£49.07	£245.35 OS	Falon Nameplates Ltd	Memorial Plaques-Q605
408685	3679	14/10/14	£35.00	£0.00	£35.00 P & R	H A P T C	Basic Finance Course- LH-22/10/14
408686	3680	14/10/14	£960.41	£45.73	£914.68 OS	Butler Fuels	Red Diesel
408687	3681	16/10/14				Watts C	Salary- Oct
408688	3682	16/10/14				Palmer P	Salary-Oct
408689	3683	16/10/14				Goddard.A	Salary-Oct
408690	3684	16/10/14				Merritt Y D	salary-Oct
408691	3685	16/10/14	Total salary October £11,875.35		James.C	Salary -Oct	
408692	3686	16/10/14				Hamilton L	Salary
408693	3687	16/10/14				Putman.M	Salary - Oct
408694	3688	28/10/14				P & R	Watts L October Wages
408695	3689	28/10/14	£181.87	£10.44	£171.43	Petty Cash	
408696	3690	28/10/14	£191.30	£31.88	£159.42 P & R	Twin Systems Plc	Printing and Stationery
408698	3692	28/10/14	£1,470.00	£245.00	£1,225.00 P & R	WDG Research	Research into Community Plan project
408699	3693	28/10/14	£357.00	£59.50	£297.50 OS	District Enforcement Ltd	Parking Enforcement
408700	3694	28/10/14	£360.00	£60.00	£300.00 OS	J Byne	Skip
408701	3695	28/10/14	£232.32	£38.72	£193.60 OS	TBS Hygiene Ltd	Collection of dog waste
408702	3696	28/10/14	£1,536.00	£256.00	£1,280.00 CNCL	Maydencroft Farms	Cattle race
408703	3697	28/10/14	£100.00	£0.00	£100.00 OS	Chorleywood & District	Allotment Competition Judging - 2014
408704	3698	28/10/14	£46.80	£0.00	£46.80 P & R	Mrs B Dickens	Mileage to Peppard Common
408705	3699	28/10/14	£4,119.62	£0.00	£4,119.62 P & R	Inland Revenue	Tax & NI
408707	3384	11/11/14	£480.00	£80.00	£400.00 OS	Honey Brothers Ltd	H&S Equipment
408707	3717	11/11/14	£1,214.76	£202.46	£1,012.30 OS	Honey Brothers Ltd	PPE Clothing
408708	3718	11/11/14	£149.76	£24.96	£124.80 OS	The Ultimate Promotion Company	Branded Fleece
408709	3719	11/11/14	£193.20	£32.20	£161.00 OS	The Ultimate Promotion Company	Branded t-shirts, & Jumpers
408710	3720	11/11/14	£32.00	£0.00	£32.00 P & R	H A P T C	Good Cllr Guide-19/06/14
408711	3721	11/11/14	£1,596.00	£266.00	£1,330.00 OS	Maydencroft Farms	Common Grazing
408712	3722	11/11/14	£15.00	£0.00	£15.00 P & R	Chiltern Conservation Board	Commons & The Law Workshop Lunch
408713	3723	11/11/14	£50.00	£0.00	£50.00 P & R	Royal British Legion	Wreaths and Donation
408714	3724	11/11/14	£83.90	£0.00	£83.90 P & R	Fleming P	Website 1/10/14-31/10/14

Parish Council Cheque list

Start of year 01/04/14

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
408715	3725	11/11/14	£115.15	£19.19	£95.96 OS	Travis Perkins Trading Co Ltd	Paint for Cem
408716	3729	11/11/14	£167.40	£27.90	£139.50 OS	District Enforcement Ltd	patrol Staff-02/10/14-28/10/14
408717	3726	11/11/14	£369.54	£61.59	£307.95 P & R	Ricoh Uk Ltd	01/11/14-31/01/14
408718	3727	11/11/14	£606.24	£101.04	£505.20 OS	Falon Nameplates Ltd	Memorial Plaques
408719	3728	11/11/14	£696.24	£116.04	£580.20 OS	Falon Nameplates Ltd	Memorial Plaque- A-587C Harding
408721	3730	17/11/14				Goddard.A	Salary
408722	3731	17/11/14			OS	Palmer P	Salary
408723	3732	17/11/14			OS	Watts C	Salary
408724	3733	17/11/14	Total salary £11687.67		P & R	Hamilton L	Salary
408725	3734	17/11/14				James.C	Salary
408726	3735	17/11/14				Merritt Y D	Salary
408727	3736	17/11/14			P & R	Putman.M	Salary
408728	3737		£369.54	£61.59	£307.95 P & R	Ricoh Uk Ltd	Photocopier-01/11/14-31/01/14
408728	3754		£0.00	£0.00	£0.00 P & R	SPOILT CHEQUE	Spoilt Cheque
408728			£369.54	£61.59	£307.95		
408729	3738		£1,818.00	£303.00	£1,515.00 P & R	Blitz Advertising Ltd	Community Plan
408730	3739		£658.13	£109.69	£548.44 OS	Geo Brown Implements Ltd	Pole Pruner
408731	3740		£5.00	£0.00	£5.00 P & R	Chiltern Conservation Board	Lunch At Commons law Workshop
408732	3741		£94.80	£15.80	£79.00 P & R	Banham Aegis Alarms	Call Out
408733	3742		£834.16	£139.03	£695.13 P & R	Close Invoice Finance LTD	System Support
408734	3743		£145.96	£0.00	£145.96 P & R	CSC Corporate Domains Inc	Website Domain
408735	3744		£1,615.83	£0.00	£1,615.83 CNCL	TRDC	Re Charge for Parish 2013
408736	3745		£59.92	£9.99	£49.93 OS	ARCO Watford	Headgear Forestry System
408737	3746		£196.08	£32.68	£163.40 OS	ARCO Watford	PPE Clothing
408738	3747		£1,123.93	£187.32	£936.61 P & R	Ricoh Uk Ltd	Photocopying -01/08/14-31/10/14
408739	3748		£67.63	£11.27	£56.36 P & R	Sos Office Supplies	Dymo Label Writer & labels
408740	3749		£518.02	£86.34	£431.68 OS	Christ Church Chorleywood	Churchyard Maintenance
408741	3750		£30.00	£0.00	£30.00 P & R	Mills Window Cleaning Services	Window Cleaning-Office
408742	3751		£726.24	£121.04	£605.20 OS	Falon Nameplates Ltd	Mem Plaque-A-680 Freeman
408743	3752		£294.42	£49.07	£245.35 OS	Falon Nameplates Ltd	Mem Plaques-A785
408744	3753		£666.24	£111.04	£555.20 OS	Falon Nameplates Ltd	Mem Plaque-Q798B
408746	3700		£4,477.49	£0.00	£4,477.49	Hertfordshire County Council	Superannuation
408747	3755			P & R	Watts L	November salary	
408748	3756		£4,120.92	£0.00	£4,120.92	Inland Revenue	Superannuation - November
408751	3758		£290.40	£48.40	£242.00 OS	TBS Hygiene Ltd	Dog Bin Collection
408752	3759		£94.80	£15.80	£79.00 P & R	Banham Aegis Alarms	Alarm system maintenance
408753	3760		£189.74	£31.62	£158.12 P & R	British Telecom	Phone bill
Total			£60,138.63	£3,150.00	£56,988.63		

Parish Direct Debit List

Start of year 01/04/14

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
dd-09/11/14	3666	11/09/14	£105.02	£5.00	£100.02	P & R E.on	Elec Bill- South Lodge-Jul-Aug 14
dd-09/15/14	3667	15/09/14	£79.00	£0.00	£79.00	OS TRDC	NNDR For Cemetery
dd-09/15/14	3668	15/09/14	£433.00	£0.00	£433.00	P & R TRDC	Office NNDR
dd-09/23/14	3669	23/09/14	£230.40	£38.40	£192.00	P & R Peninsular	Hr Contract
dd-09/26/14	3670	26/09/14	£24.00	£4.00	£20.00	P & R Peninsular	Safety First Contract
dd-10/01/14	3701	01/10/14	£178.52	£0.00	£178.52	OS Affinity Water	Water Bill-Swillett Allot-9/02/14-15/08/14
dd-10/01/14	3702	01/10/14	£495.16	£0.00	£495.16	OS Affinity Water	Water Bill for DKL Allotments- 9/02/14-15/08/14
dd-14/10/08	3707	08/10/14	£95.50	£0.00	£95.50	Co-Op. Bank	Credit Card-September
dd-14/10/15	3708	15/10/14	£79.00	£0.00	£79.00	OS TRDC	NNDR- Cemetery
dd-14/10/15	3709	15/10/14	£433.00	£0.00	£433.00	P & R TRDC	NNDR-Offices & Premises
dd-14/10/16	3710	16/10/14	£163.42	£27.24	£136.18	P & R British Telecom	Office- Phone Bill
dd-14/10/20	3711	20/10/14	£59.73	£2.84	£56.89	P & R E.on	Elec-Office- 27/8/14-18/9/14
dd-14/10/22	3712	22/10/14	£27.24	£0.00	£27.24	OS Affinity Water	Cemetery Water Bill-4/03/14-31/03/14
dd-14/10/22	3713	22/10/14	£112.32	£0.00	£112.32	P & R Affinity Water	Water for South Lodge-4Mar-12 Sept
dd-14/10/23	3714	23/10/14	£230.40	£38.40	£192.00	P & R Peninsular	HR & HS Contract
dd-14/10/27	3715	27/10/14	£24.00	£4.00	£20.00	P & R Peninsular	Safety First Contract
dd-14/10/30	3716	30/10/14	£112.04	£18.67	£93.37	P & R Bt Payment Services	phone bill for 285633-01/10/14-31/12/14
Total			£2881.75	£138.55	£2743.20		

Village Halls Direct Debit

Start of year 01/04/14

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
dd-10/01/14	734	01/10/14	£82.50	£0.00	£82.50	WMH Affinity Water	Water Supply to Bullsland hall-9/02/14-1/08/14
dd-10/15/14	737	15/10/14	£77.36	£3.68	£73.68	WMH British Gas Business	Electricity for Bullsland-01/07/14-23/09/14
dd-10/15/14	738	15/10/14	£414.44	£19.74	£394.70	WMH British Gas Business	WMH Elec -20/06/14-20/09/14
dd-10/20/14	739	20/10/14	£22.75	£1.08	£21.67	WMH E.on	Hollybush Hall elec-31/08/14-18/19/14
dd-10/22/14	740	22/10/14	£192.59	£0.00	£192.59	WMH Affinity Water	Water Hollybush-4/03/14-30/09/14
dd-14/10/07	693	10/07/14	£195.82	£9.32	£186.50	WMH British Gas Business	gas bill
dd-14/10/07	694	10/07/14	£108.18	£5.15	£103.03	WMH E.on	gas bill
dd-14/10/07		10/07/14	£304.00	£14.47	£289.53		
dd-14/10/30	741	30/10/14	£96.80	£16.13	£80.67	WMH Bt Payment Services	Bill for phone no 282568-1/08/14-1/12/14
dd-14/11/08	709	11/08/14	£2.00	£0.00	£2.00	WMH Co-Op. Bank	Bank Charges
Total			£1496.44	£69.57	£1426.87		

Village Halls Cheque list

Start of year 01/04/14

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
W403283	720	08/10/14	£65.00	£0.00	£65.00	WMH Philec	Elec Work in WMH
W403284	721	08/10/14	£46.20	£7.70	£38.50	WMH Hertfordshire County Council	Floor Polish, Scrubbing Brushes x4
W403285	722	08/10/14	£75.84	£12.64	£63.20	WMH Hertfordshire County Council	Mops and Buckets
W403287	723	09/10/14	£1,200.00	£0.00	£1,200.00	WMH Chorleywood Parish Council	Computer Contribution
W403288	724	09/10/14	£1,481.64	£0.00	£1,481.64	WMH Chorleywood Parish Council	Insurance contribution
W403289	725	09/10/14	£178.76	£0.00	£178.76	WMH TRDC	Trade Refuse half Yearly refuse collection
W403290	726	09/10/14	£416.79	£0.00	£416.79	WMH TRDC	Half Year Charge trade Refuse -WMH
W403291	727	17/10/14				Putman.m	Salary-Oct
W403292	728	28/10/14	£561.60	£93.60	£468.00	WMH Lancelyn Theatre Supplies	Stage Curtains & Barn doors
W403293	729	28/10/14				Sears Derek	Salary
W403294	730	28/10/14	Total Salary £2162.97			Arnold M	Salary
W403295	731	28/10/14				WMH Watts Mrs L	Salary
W403296	732	28/10/14	£506.99	£0.00	£506.99	WMH Inland Revenue	Tax & NI
W403297	751		£0.00	£0.00	£0.00	WMH Spoilt Cheque	Spoilt Cheque
W403300	750		£35.00	£0.00	£35.00	WMH Mills Window Cleaning Services	memorial Hall window Cleaning
W403301	742	11/11/14	£97.68	£16.28	£81.40	WMH Hertfordshire County Council	Bleach/cloths, cleaner spray
W403302	743	11/11/14	£68.76	£11.46	£57.30	WMH Hertfordshire County Council	Torch, Paper, Peldge
W403303	744	11/11/14	£9.00	£1.50	£7.50	WMH Hertfordshire County Council	Tea Spoons
W403304	745	11/11/14	£34.78	£5.80	£28.98	WMH Hertfordshire County Council	Waste bin and Cloths
W403305	746	11/11/14	£9.63	£1.60	£8.03	WMH Phs Group Ltd	Waste Collection 17/10/14-30/04/15
W403306	747	11/11/14	£129.60	£21.60	£108.00	WMH Premier Catering Equipment	Service Call
W403307	733		£748.77	£0.00	£748.77	WMH Hertfordshire County Council	Superannuation
W403308	752					WMH Arnold M	November Salary
W403309	753	Total Salary £1101.26				WMH Sears Derek	November Salary
W403310	754					WMH Watts Mrs L	November Salary
W403311	755		£435.91	£0.00	£435.91	WMH Inland Revenue	Tax & National Insurance
W403312	756		£734.16	£0.00	£734.16	WMH Hertfordshire County Council	Superannuation
W403313	757		£250.00	£0.00	£250.00	WMH TRDC	Premises Licence - WMH & Bullsland
Total			£10,350.34	£172.18	£10,178.16		
Page Sub Total			£10,350.34	£172.18	£10,178.16		

CHORLEYWOOD PARISH COUNCIL

FULL COUNCIL MEETING

Agenda Item 12

Date: TUESDAY 9th DECEMBER 2014

Subject: PARK & STRIDE SCHEME

Committee Member:

Officer Contributions: Clerk

Status: Public

Wards affected: All

Enclosures:

Contact for further information:

1. RECOMMENDATIONS

- 1.1 That the Council considers making a financial contribution towards the Park & Stride Scheme – the suggested amount being £10,000.

2. RELEVANT PREVIOUS DECISIONS

None

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

Nil

4. RISK MANAGEMENT ISSUES

- 4.1 None specific

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 5.1 None Specific

6. LEGAL ISSUES

- 6.1 The Council has a power to work with Local Highways Authority on Traffic Calming and can also contribute financially to such schemes, under the Local Government and Rating Act 1997 s30.

7. BACKGROUND INFORMATION

- 7.1 Herts County Council wish to implement and Park and Stride scheme, to enable students from St Clement Danes to be dropped off and picked up further away from the school.
- 7.2 The County have identified Chorleywood House Grounds as a good drop off point and would like to progress a traffic signal upgrade at the lights at the Common Road/Rickmansworth Junction.
- 7.3 The new signalling would include pedestrian phase on all three arms with a view to undertaking the works during the next financial year.
- 7.4 Construction costs are shown to be just short of £70,000 and with design fees will exceed that.
- 7.5 HCC has identified £35,000 from unspent S106 money but has limited funds to pay for the remaining balance.
- 7.6 HCC has formally asked for a contribution of £10,000 from the Parish Council towards the scheme.