

CHORLEYWOOD PARISH COUNCIL

MINUTES of the meeting of the PARISH COUNCIL held in the Parish Office, South Lodge, Rickmansworth Road, Chorleywood, on Tuesday 9th February 2016

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: Yvonne Merritt – Clerk
Michelle Putman – Admin Officer
Laura Hamilton – Admin Assistant

15/58 PUBLIC FORUM

There were four members of the public present, none wished to address the Council.

15/59 REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor Angela Killick addressed the Council with regard to proposals from TRDC to look at parking on an area by area basis. She advised the Council that the Ferry Carpark in Lower Road was currently managed by TRDC and charged shop keepers for parking. This prohibited some due to low incomes and workers were parking in the parking bays outside the shops, therefore prohibiting shoppers from parking. She asked the Parish Council if they would be interested in establishing the facts about the current parking scheme and seeing if there was a way to help local people.

15/60 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Jo Clark, Harry Davies, Barbara Dickens, Raj Khiroya and Martin Trevett .

15/61 DECLARATIONS OF INTEREST

There were no declarations of interest.

15/62 APPROVAL OF MINUTES

The Council

RESOLVED

To approve the minutes of the Full Council meeting of 1st December 2015

These were duly signed by the Chairman

15/63 MATTERS ARISING FROM THE PREVIOUS MEETING

There were no matters arising.

15/64 CHAIRMAN'S ANNOUNCEMENTS

23rd December – The Chairman and Clerk visited the lunch club at the Bullsland Hall handing out Christmas Gifts.

24th December – The Chairman made a street collection on behalf of the Chairman's Charity Alzheimer's Society and Dementia Friendly Chorleywood. He raised £175.

17th January - The Chairman along with other Councillors attended the Indoor Car boot sale at the War Memorial Hall. He also advised that volunteers were needed for the February Car Boot and if people were able to help to contact the office.

The Chairman advised that a meeting was being held on 15th February with HCC Cllr Christ Hayward to discuss highways projects that could be paid for in the Highways Locality budget. Cllr David Raw was attending on behalf of the Council and if anyone had items they wished to be added to the list for consideration, they should contact the Parish Office who was compiling a list. It was noted that the Residents Association has included potholes in their list, however if these holes were deeper than the size of a golf ball, they could be listed on the website for immediate repair.

The Clerk asked Cllr Raw to advise if he was unable to attend as it was imperative that a Parish Council representative attended as this meeting only happened once per year and therefore if the Council did not put their requests forward they could not be considered for a further 12 months.

The Chairman advised that Play Advisory Committee had met for the last time and on behalf of the Council, he wanted to publically thank Cllr Barbara Green and all the members of the Play Area Advisory Committee for all their hard work.

The Chairman asked members if they had any opinions about the issue raised by TRDC Cllr Angela Killick. Cllr Jackie Worrall felt that investigating the problems and possible solutions would be a sensible way forward, without committing the Council to anything. Cllr Barbara Green stated that as a previous shop owner, parking was an issue in the village and it may be possible to come to a solution that would suite everyone. It was also noted that feedback from the Community Plan also suggested that residents had concerns about parking therefore it seemed appropriate that the Parish Council agree to support TRDC Angela Killick in establishing the facts and trying to work with TRDC to find a way forward.

15/65 QUESTIONS UNDER STANDING ORDER 9

There had been no questions received under Standing Order 9

Agenda Items 12 and 14 were taken after agenda item 7, but will be minuted in order.

9.06 pm Cllr Barbara Green left the meeting.

15/66 CLERKS REPORT

The Clerk confirmed that negotiations with the prospective hirer for the Hollybush Hall was still ongoing.

The Clerk updated Cllrs on the current uptake for the Clean for the Queen project.

The Queens 90th Birthday Beacons – Members considered the request from TRDC with regard to lighting beacons to celebrate the Queens 90th Birthday. Members generally felt that as lighting firers were against the byelaws, and the staffing costs together with the public entertainment licences and insurance implications that the Parish Council should not sign up for the Beacon Lighting ceremony.

The Council

RESOLVED

Not to sign up for the Queens 90th Birthday Beacon Lighting and to note the report.

15/67 COMMITTEE MINUTES

Extra Ordinary Meeting Full Council 8th December 2015 - Cllr Jane White advised members that over 1,000 people had responded to the Community Plan.

Play Area Advisory 15th December 2015 – Cllr Tony Edwards explained to the Council that although advised to the contrary, the scoring of the play area had changed at the last meeting following a request from the Residents Association to change the score due to the new Dog Fouling legislation and Grovewood's submission of a new report on the flora in the area. Whilst the overall result remained the same the scoring had altered with Area 13's score changing from 43 down to 41.

Extra Ordinary Meeting Full Council 15th December 2015 – Was held at South Lodge, and not the War Memorial Hall

Planning 2nd February 2016 – Cllr Steve Watkins advised that both signs on the A404 are missing. It would appear that one that was removed due to damage had been lost by HCC Highways. Cllr Watkins had been advised that the Parish Council would be paid for replacement costs. As the Specification currently being considered was higher the cost of the originals would be refunded to the Parish Council. Any signage will need TRDC approval.

The Clerk advised that signs on the A404 would require the twinning with Dardilly to be mentioned. She also stated that it would not be possible to have Christchurch on the signage, as the parish covers two parochial church parishes, of Chorleywood and Millend, therefore it would not be possible to have Christchurch on a sign in St Peters parochial parish. Most members agreed that the slightly adjusted parish logo would be most suitable.

Cllr Tony Edwards suggested that signs could also be put in Burtons Lane, (the Parish and County boundary) and Berry Lane near Arnett Hills. Funding from the 2016/17 capital budget would pay for at least four signs.

15/68 ACCOUNTS FOR PAYMENT

The Council
RESOLVED
To note the report

15/69 INTERNAL AUDIT REPORT (INTERIM update) 2015/16

The Chairman congratulated the officers on the Internal Audit report and

The Council
RESOLVED
That the Internal Auditors report be approved.

This was proposed from the Chair by Cllr Tony Edwards, and carried unanimously.

15/70 COUNCIL PRECEPT FOR 2016/17

The Chairman advised that the Revenue Budget had been approved by the P&R Committee, and that the Capital sum of £19075 was ongoing capital for each committee.

He also advised that 7.8 item 3 was incorrect as £5,000 had been allocated to the Planning Committee for Gateway signs, making a total of £35,000 for new capital projects as detailed within the report.

The Chairman stated that work was required on the South Lodge building for two reasons, firstly that under the lease agreement the Parish Council has a full repairs and maintenance lease and secondly that as employers the Council had a legal obligation under H&S regulations to have office space fit for purpose. The Council had been discussing making changes for a number of years and both legally and morally it was time to allocate sufficient funds to allow the work to continue.

Cllr Barbara Green was concerned that there would be insufficient funds to carry out the necessary works on the Parking Areas, if the budget was cut from £20,000 to £10,000. Cllr Jackie Worrall suggested that the Council should as part of their resolution; suggest that an equal amount be set aside in next year's budget to get all the work required carried out.

Cllr David Raw asked why as inflation was at 0% there needed to be any increase. The Clerk advised that over the year a number of new projects had been approved by the Council which had no budget allocations. Interests on investments were also at an all-time low and therefore overall an increase was suggested to allow the Council to move forward within the prescribed financial predictions. Cllr David Raw also asked about the procurement process used by Officers, asking if the same contractors were used all the time. The Clerk responded that very few contracts were similar, and whilst contractors were taken from select lists, they were not the same contractors for each project. The Clerk confirmed that she was fully aware that she was spending public money and that she always tried to get best value for the Council and parishioners. Ultimately for any contract over £1,000 councillors made the final decision.

It was noted that the Councils unallocated reserves were near the minimum prescribed by the Audit regulations. The money toward the crossing at the A404 was to be taken from reserves and many years of not increasing the precept had reduced Council funds.

After further discussion the
Council

RESOLVED

To increase the precept by 3.3% equating to an increase of £1.33 per band D Property

To claim £427131.00 precept from TRDC

To accept £2137.00 revenue support grant in addition to the Precept.

To note the shortfall in capital projects and to make recommendation that the Council make the necessary decisions in the 2017/18 financial year to remedy the situation.

This was proposed by Cllr Jackie Worrall, seconded by Cllr Ken Morris and unanimously agreed.

15/71 COMMUNITY PLAN

Cllr Jane White thanked Councillors for adopting the Community Plan. She advised that the text had now been agreed and members were now in the process of making it pleasing to the eye, with graphs photographs etc. Investigation was taking place to find funds to have the plan printed. She advised that there would be more to report at the next Full Council meeting.

15/72 PLAY AREA OPEN MEETING

Cllr Tony Edwards explained the reason for calling the Play Area Public Forum meeting. The date had been set for 23rd February 2016, at the War Memorial Hall. The Clerk had received a request to change the meeting date as District Councillors would not be able to attend. The Chairman stated that this would not be possible at this late stage as it had already been published and the only other available date was during the school half term which would not be suitable.

The Chairman advised that an independent Chairman had been engaged, recommended by HAPTC. Cllrs were concerned about showing pre-determination. The Clerk confirmed that Members were there to listen to public opinion and not to engage in debate. It was felt that the Chairman should give this information at the beginning of the meeting to explain to the public the councillor's role at this meeting, so there was not misunderstanding. It was suggested that perhaps this information could be given to members of the public on a printed sheet explaining the purpose of the meeting and the Councillors role the Clerk agreed that this could be done.

She also advised that there would be four minute takers on the evening and therefore it was hoped that all questions and answers would be written down. She also confirmed that the authors of the Police and CMS report would be present at the meeting to answer questions; however a representative from TRDC would not be attending.

Cllr Barbara Green stated that noticeboards would be available to show locations and the scoring tables for members of the public to see before the meeting. She would then give the PowerPoint presentation outlining the process taken by the Advisory Committee to come to their conclusions.

It was agreed that the meeting would need to be time limited and it was suggested that following the presentation 1 ½ hours should be given over for a question and answer session, with the aim of finishing the meeting by 10pm.

Dates were discussed for the Extra Ordinary Meeting for the Parish Council to make their recommendation to TRDC. A written report would be made from the Advisory Committee together with an officer's report for Members to consider. Cllr Barbara Green advised that the report from the Advisory Committee was complete but not yet in the public domain.

Having completed the report the Council felt that the Advisory Group should now be disbanded and the Chairman wished to convey the Council's thanks to the Advisory Committee for all their work.

The Chairman asked members to advise available dates for the meeting to take place, as it was important that all members should attend. It was decided that the best date was the 26th April as all members present were able to attend; contact would be made to the absent Councillors to confirm availability. If there was a problem the Full Council date of the 19th April could be changed to host the Extra Ordinary meeting.

The Council

RESOLVED

That the Advisory Committee is disbanded and formal thanks sent to the participants.

The format for the Open Forum was agreed as described

The date of the Extra Ordinary Meeting as the 26th April 2016, assuming all members could attend.

That this date could be changed to the 19th April 2016 should there be a problem with the 26th.

The meeting have started at 7.45pm, closed at 9.45pm

These minutes have been checked by the Chairman.

SignedChecked Via Email..... Dated23rd February 2016.....

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

SignedDated.....