



# CHORLEYWOOD PARISH COUNCIL ANNUAL REPORT 2023 ~ 2024



## **Our Mission Statement:**

*To foster the social, economic and environmental welfare of the Chorleywood Parish and to contribute to a sustainable and inclusive community.*

Parish Office: South Lodge, Rickmansworth, Road Chorleywood, Herts. WD3 5SL  
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Electorate: 8,712<sup>1</sup> Area: 3.78 sq miles 2023/24: Precept £540,000

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<sup>1</sup> As at 31 March 2023

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### COUNCILLORS (as at 31.03.24)

Chairman Debbie Rosario

Jon Bishop	Zenab Hearn	Raj Khiroya	Alison Preedy
Steve Watkins	Munira Oza	Sandra Silva	Frank Mahon-Daly
Harry Davies	Janet Davies	Vimo Arumuhan	Pat Howell
Salem Al-Damluji	Anna Al-Damluji	Louise Price	Jennifer Whinnett

### STAFF

#### CEO and Clerk to the Council - Sharon Long

<b>Paulis Quittenton</b> Responsible Financial Officer	<b>Tanja Maree</b> Deputy Clerk & Office Manager	<b>Michelle Putman</b> Administration Officer	<b>Laura Hamilton</b> Administration Officer
<b>Daniel Du Gard</b> Conservation Manager & Head Ranger	<b>Brendan Maher</b> Deputy Head Ranger	<b>Mark Thomas</b> Parish Ranger Cemetery	<b>Luke Jones</b> Assistant Ranger Cemetery
<b>Len Smith</b> Caretaker	<b>Eric Westhorpe</b> Caretaker	<b>Raisa Tumanevych</b> Caretaker	

*In addition, the Parish Council engages a contract cleaner*

## **ANNUAL REPORT FROM THE CHAIR CLLR DEBBIE ROSARIO**



### **Chairman's Report for 2023 – 2024**

This past year has continued to be a period of significant change for the Council as we welcomed new Officers to the team, introduced new ways of working and redoubled our conservation and sustainability efforts.

Following the recruitment of the new CEO/Clerk to the Council some 18 months ago, we have now recruited a new Deputy Clerk and a Responsible Financial Officer (RFO). This has added additional expertise and much needed resources to the Office Team.

This additional bandwidth and expertise has given us the opportunity to review and revise existing Council policies and procedures and author new ones where they were absent. This in turn has allowed us to apply for Foundation Status under the National Association of Local Council's Award Scheme<sup>2</sup>, a key objective for 2023/24, and we hope to be awarded this very soon. We have also qualified to become a Civility & Respect Pledge Council and a Disability Confident Council and have signed the Armed Forces Covenant. All of this work has helped to modernise the Council and align it with its peers. I would like to thank the CEO/Clerk and the Office team for their continued flexibility and efforts in providing an outstanding service throughout yet another challenging year and helping the Council to move forwards.

In a new initiative for 2023/24, the Council set itself 19 objectives and has already achieved seven of these and made significant progress on the others. Some are multiyear objectives so will be carried into 2024/25 alongside setting some new challenges for the Council to achieve. My thanks to the Officers, Rangers and Councillors for their continued work on progressing these objectives.

The Council hosted a full events schedule throughout 2023/24 including old favourites such as Village Day, Christmas wreath making classes, and the popular trails on the Common that take place in the school holidays for younger residents. We also held a second outdoor cinema event and supported Chorleywood Community Initiatives in holding RE: 23, a sustainable fashion show, and the Chorleywood Christmas Festival. We also held a number of conservation events including Ranger Walks in the summer and a heathland conservation day. Looking forward to summer 2024, the Council is planning to mark the 80<sup>th</sup> anniversary of D Day with a fish and chip supper and musical entertainment in the War Memorial Hall, culminating in a beacon lighting on the Common and a one day Community Music Festival. Follow the Council's social media channels for more information or visit the Council website.

This year saw the continuation of all Council meetings being held face to face and all the committees have met on a regular basis to transact Council business including Planning, Open Spaces, Village Halls, Sustainability, Staffing and Policy and Resources. All the agendas, papers and minutes can be found on the Council website<sup>3</sup> and all meetings (except Staffing) are open to the public.

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<sup>2</sup> The Local Council Award Scheme (LCAS) is designed to celebrate the successes of the very best local councils and to provide a framework to support all local councils to improve and develop to meet their full potential. The scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and put in place the conditions for continued improvement.

<sup>3</sup> [www.chorleywood-pc.gov.uk](http://www.chorleywood-pc.gov.uk)

On the subject of the websites, the new Council website was launched in summer 2023 after much hard work by the CEO/Clerk. It is accessibility compliant, with a much-improved layout and simplified signposting making it easier to locate what you are looking for.

The Parish Rangers have continued to protect and enhance the Common this past year as it continues to see elevated levels of use. Many of those people that discovered this wonderful asset during the Covid lockdowns have continued to frequent it. Parishioners and those from further afield, continue to use it to meet family and friends, walk their dogs, get their daily exercise and maintain their mental wellbeing. Most have been respectful of our precious local nature reserve but sadly we continue to see abuses too including flytipping, an increase in dog fouling and destruction of way markers. The Rangers have been at the forefront of dealing with this and I would like to thank them for all that they have done to continue safeguarding the Common. Alongside this they have continued to improve biodiversity on the Common and host a range of events like Ranger Walks and Christmas wreath making.

I would also like to thank the Rangers for continuing to care for our beautiful Lawn Cemetery. Despite a continued increase in demand for burial and ashes plots this year, they have maintained it in pristine condition, undertaking restoration of the summerhouse and implementing replanting schemes where necessary, alongside the day-to-day maintenance of the grounds and preparation of the plots.

The Council was delighted to be able to bestow the 2023 Community Champion Award to Lisa Stewart for all her efforts in securing a permanent Post Office counter in Chorleywood and spearheading the project to replant the flower beds in Lower Road. The Council also granted the Freedom of the Parish to Bob Arthy for all his work in setting up and running Friends of Prostate Sufferers (FOPs) this past 10 years.

Planning and development has been a key focus for the Council again and we have continued to use the Neighbourhood Plan to challenge unsuitable planning applications and provide guidance when requested. It has also been instrumental in our continued defence against the Green Street development. Such large-scale planning applications will continue to plague our wonderful Chorleywood until we have a Local Plan in place. We have continued to lobby Three Rivers District Council (TRDC) about this, in conjunction with other local parishes, and we are pleased see that significant progress has been made this year. The Planning Committee also developed, and is actively using, a Sustainable Planning Checklist, allowing us to feedback to TRDC where individual applications fall sort of sustainability criteria. The Council also provided a robust defence against the draft Local Cycling and Walking Infrastructure Plan proposed by Hertfordshire County Council (HCC) and TRDC that would have seen several roads into Chorleywood closed to vehicles, resulting in increased traffic congestion and pollution in the village without providing viable walking or cycling routes.

Throughout the year the Council has continued to engage with other public bodies including regular liaison meetings with TRDC and Chorleywood Residents Association (CRA), attending the Local Area Forum organised by TRDC and the Joint Committee of TRDC Parish Councils meetings. The Council has also held regular meetings with key community stakeholders such as Chorleywood Golf Club, Chorleywood Cricket Club, Mission EmployAble and both Christ Church and Christ Church Chorleywood C of E School.

The Council has redoubled its sustainability focus this past year and has launched a Sustainability Action Plan. The Plan impacts all aspects of Council operations from the premises, people and services it delivers, using its powers and influence to improve the environment we live in and providing education and awareness initiatives for the Council and the Community it serves. A copy of the Sustainability Action Plan can be found on the Council's website.

The Council launched the Community Garden at the Dog Kennel Lane allotment site in March 2023 and it has had a very successful first year, with a committed group of volunteers helping out whatever the weather! The volunteers have benefited by learning new skills and making new connections and enjoyed a good first harvest including potatoes, kale, parsnips, herbs, redcurrants and pumpkins to name but a few.

Sustainability initiatives will be ramped up in 2024/25 with plans to launch a Community Shed project and Repair Café – both projects are currently at the feasibility stage. Conservation efforts will continue, with an initiative to encourage ground nesting red listed birds such as skylarks to nest by requesting that dogs

are kept on leads from March to July in two areas of the Common. And, of course, the cows will be back again this summer.

Before closing I have a number of people I would like to thank.

Firstly, I would like to thank our Office and Ranger teams for continuing to support the CEO/Clerk to the Council, navigating the onboarding of a new Deputy Clerk and RFO and supporting the revised operational procedures the Council has implemented. I'd also like to thank our CEO/Clerk to the Council, Sharon Long, for her continued support and her dedication to the role.

I would also like to thank my committee chairs namely, Jon Bishop (Planning), Louise Price (Sustainability), Harry Davies (Open Spaces) Frank Mahon-Daly (Village Halls) and Vice Chair Stephen Watkins for their support in what has been another exciting year. Additionally, I would like to give a special mention to Cllr Jon Bishop for providing much needed financial support and guidance to the CEO/Clerk, the new RFO and myself and for helping with the rigorous controls in managing this year's budget and the preparation of the 2024/25 budget.

After four years as Chair I will be standing down in May and handing over to someone new. I have enjoyed my time at the helm and hope that I have provided a point of stability and continuity in what continues to be an extraordinary time of challenge and change for the Council.

Let us continue to keep safe and well, and enjoy all that Chorleywood has to offer!

*Cllr Debbie Rosario*  
*Chair of Chorleywood Parish Council*



## COMMITTEE REPORTS

### OPEN SPACES COMMITTEE CLLR. HARRY DAVIES



One of the great benefits of living in Chorleywood is the access to our open spaces and the health benefits they provide, in particular our beautiful Common, and, for those who have them, our allotments. The Open Spaces Committee is tasked, on behalf of the Parish Council with the duty of acting as a 'custodian' of these wonderful assets, and one has only to read the Minutes of an Open Spaces Committee meeting to fully appreciate the seriousness and attention to detail with which that responsibility is held.

At each Open Spaces Committee meeting the Conservation Manager and Head Ranger, Daniel Du Gard, reports to the Committee on the work undertaken by the Ranger team since the last meeting. A look at the reports submitted over the past 12 months provides a real insight into both the variety and scale of the maintenance and preservation tasks undertaken by the Rangers, for example; regular trees and grounds maintenance work, attending to wasps nests, provision and installation of a cycle rack in the hope this will discourage cycling on the Common, liaising with Chorleywood Golf Club regarding appropriate warning signage on the Common and agreeing the draft habitat plan, refurbishment of the Wildwood Dens, liaising with Transport for London regarding unauthorised herbicide spraying of Common land and identifying and implementing additional conservation opportunities.

These are just a few of the many tasks undertaken by our excellent Ranger team, and the Open Spaces Committee thanks them for their dedication and hard work.

The Open Spaces Committee holds an annual joint meeting with the Council's allotment holders and the communication and relationship between the allotment holders and the Open Spaces Committee has improved significantly over this past year. In addition to the quarterly allotment inspections undertaken by the Allotment Officer and Ranger team, bi-annual allotment inspection visits are undertaken by members of the Open Spaces Committee, and they provide a good opportunity to discuss directly with allotment holders how best the Council can support them to encourage a thriving allotment community.

The implementation of the Community Garden at the Dog Kennel Lane allotments has been a great success, and much credit must go to Tia and Mark Ward and the Chair of the Council, Debbie Rosario, who have spearheaded this project.



The Parish cemeteries continue to be well-maintained with the purchase of new and improved grave shoring equipment for use in the Lawn Cemetery in 2023.

When considering the work of the Ranger team and the stewardship provided by the Open Spaces Committee, I truly believe Chorleywood residents have every reason to be proud of the Council's open

spaces. The Common demonstrates that the Open Spaces committee is mindful of the responsibility it carries for its maintenance and preservation.

Once again, I would like to extend the thanks of the Open Spaces Committee to the Ranger Team, but it would be remiss of me not to extend our thanks to the Chair of the Council, Debbie Rosario, the CEO/Clerk to the Council, Sharon Long, and our Allotments Officer, Laura Hamilton, for their continued support during the past year.

**CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE  
CLLR. FRANK MAHON-DALY**



The War Memorial Hall, the Common Room, the Royal British Legion Hall, and Hollybush Hall are owned by the Chorleywood Village Halls Charity, with Bullsland Hall being held on a long lease. The sole trustee of the Charity is Chorleywood Parish Council and a management committee of councillors administer the Charity on a day to day basis.

The Charity's main source of income is comprised of rent from leases and regular and occasional hirers. Any shortfall in income, where lettings do not cover running costs, is made up by a grant from the Parish Council to the Charity.

The Charity undertook a Schedule of Condition for the halls in summer 2022 to assess any works that were required to maintain the condition of the buildings and throughout 2023 many of the works have been started and will continue throughout 2024.

As in previous years, the War Memorial Hall in particular was the focus of many regular, and some new, village events including the RE:23 sustainable fashion show held by Chorleywood Community Initiatives, the Council's Easter Craft and Christmas Wreath Making events, Chorleywood Bookshop's author events and Chorleywood Film Club screenings to name but a few.



In preparing the Charity's budget for 2024/25 factors such as potential income from lettings and expenditure on remedial/ improvement works were considered.



**PLANNING COMMITTEE  
CLLR. JON BISHOP**



Whilst all planning applications are decided by TRDC (the Local Planning Authority), the Parish Council is a statutory consultee on such applications. As such, it has the right to review all applications in the Parish, submit comments on them or object to them. If the Committee objects to an application it will request that, unless it is refused by Planning Officers, an application is decided in public by TRDC's Planning Committee.

The Parish Council Planning Committee meets at least once a month to consider every planning application falling within the boundary of the Parish. Residents are welcome to attend meetings and may address the Committee with views for or against planning applications, and we consider all representations received via letter or e-mail in our deliberations.

The Committee has a strong focus on sustainability. As part of this, the Committee has consistently been raising concerns about the demolition of structurally sound buildings, due to concerns over the level of waste going to landfill and the amount of carbon dioxide released in the production of new building materials. In the future, the Committee would like to see relevant applications demonstrate how the reuse of buildings has been considered before demolition.

When an application is considered by TRDC's Planning Committee, two residents are allowed to speak to the Committee about the application (one for and one against). In addition, the Parish and one ward Councillor are allowed to present their views on the application. This means that, in the addition to the application details and a Planning Officer's report, the Committee has the fullest range of views to aid it in making its decision.

A member of the Parish Planning Committee always attends TRDC's Planning Committee meetings when there is an application in the Parish under consideration, presenting the Parish Council's views to the Committee. The Committee also makes representations on developments in neighbouring districts and counties when Chorleywood Parish Council is considered a statutory consultee due to their proximity to the Parish.



As of the end of March, the Committee had undertaken detailed reviews of 225 applications, objecting to 19, making comments on 70 and having no concerns with 136. The majority of the applications that the Parish objected to have subsequently either been withdrawn by the applicant or refused by TRDC.

The new Local Plan being developed by TRDC reached an important milestone during the year, being put through its last scheduled Regulation 18 Consultation. We are pleased to see that TRDC has listened to the views of the Parish Council and local residents in this latest consultation, removing all undeveloped Green Belt sites in the Parish from the Plan. As part of the consultation the Parish Council Planning

Committee submitted detailed comments on the all the sites remaining within the Plan, including detailing concerns over the proposals for the station car park.

**SUSTAINABILITY COMMITTEE  
CLLR LOUISE PRICE**



Throughout this past year, the Sustainability Committee has continued to work towards achieving more sustainable practices and operations within the Parish Council. An Environmental Sustainability Action Plan was formally adopted by the Council, following a recommendation of the Committee, which sets out our objectives to improve such things as water, resource and energy efficiency and to protect and improve the biodiversity on our open spaces.

The Council was grateful to receive a grant in March 2023 from the Chiltern Society's River Chess Smarter Water Catchment Project, which has been used to install rainwater collection equipment at the Parish Council offices. The rainwater collected is used to water the flowerbeds in Main and New Parade and the planting in the Lawn Cemetery. The Parish Council has continued to significantly reduce its use of paper and recycling bins have been installed at all the village halls and the office. As certain diesel powered tools, such as leaf blowers, used by the Rangers in their work outdoors on the Common, reach the end of their life, they have been replaced by rechargeable electric versions, to further improve sustainability and reduce the impact on the environment.

The Council now has a number of sustainability-themed initiatives up and running very successfully.

Cllrs Jon Bishop and Debbie Rosario produced a 'Sustainability Checklist' for use by the Planning Committee to measure the sustainability and environmental impacts of proposed developments in the Parish. So far, this has proved to be a valuable resource for assessing planning applications.

The Community Garden at the Dog Kennel Lane allotment site has had a highly successful first year, with a surplus of potatoes being donated to Mission EmployAble's Café on the Common. The Community Garden has proven to be immensely popular and has attracted a number of regular volunteers. The Sustainability Committee thanks all of those involved for their hard work, but particularly to Debbie Rosario, and also Mark and Tia Ward for their commitment to the project. In addition, there are now seed exchanges in operation at some of our allotments, which is great to see.

A cycling rack has been installed by the edge of the Cricket Club permissive parking area, near to the café, to encourage cycling to and from the Common, but not over the Common.

RE:23, a sustainable fashion show, was held at the end of March 2023 and the Council is incredibly grateful to Jill Visser and Chorleywood Community Initiatives for coordinating this very successful and well-attended event.

Parish Councillors and employees continue to receive training on climate change and sustainability awareness.

A number of other sustainability-themed activities are being planned, one being a public screening of the documentary "Tomorrow" which highlights alternative and creative approaches to environmental protection.

The Parish Council is also hoping to launch a 'Community Shed' for Chorleywood this year. This would function as a place for residents to meet and share practical skills such as woodworking as a way of enhancing mental wellbeing. In time it is envisaged this could evolve to support a 'repair café' where community skills could be utilised to repair items and thereby reduce waste going to landfill.

As Chair of the Sustainability Committee, I would like to thank everyone involved for their hard work in striving to make Chorleywood Parish Council a sustainable council and for bringing the vision and ideas to do this to fruition.



**POLICY & RESOURCES COMMITTEE  
 CLLR DEBBIE ROSARIO**

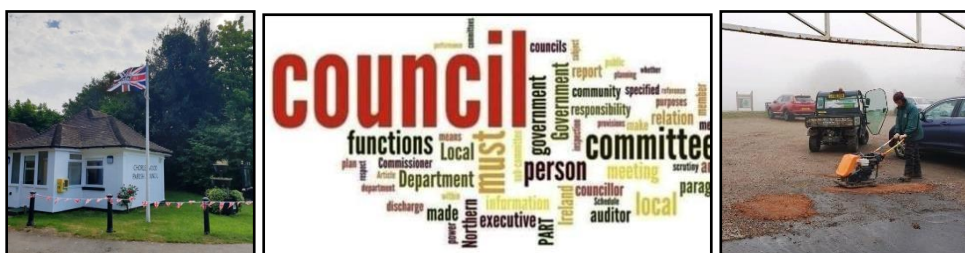


The Policy and Resources Committee met six times during the 2023-2024 Council period.

A key focus point for the Committee this past year has been on the reviewing of existing and authoring of new policies and procedures, the development and publication of the new Chorleywood Parish Council website and the close management of Council’s budget. Additionally, the committee has continued to monitor progress on the Swillett Hut feasibility study and the subsequent submission of the planning application.

The Council hosted another wonderful year of community engagements events. This included some old favourites such as Village Day, the Christmas Wreath Making Workshops and the Halloween trail. Most events were sold out and the excellent feedback from attendees was very much appreciated by the Council.

Given the pressures of the cost of living crisis and the general volatility in financial markets due to continued national and world events, much attention has been given over the past year to limiting their impact on the Council’s 2023/24 budget and opportunities to mitigate this risk in setting the 2024/25 budget. Sensitive to the cost pressures being experience by all households, the committee worked hard to ensure that the Parish Council will not be increasing the precept for the second year running, meaning that the precept stays at the same level as in 2022/23 and 2023/4.



The succession planning that the committee undertook in early 2022/23 has continued throughout this year and we were delighted to recruit a RFO to the Council last August. We also welcomed a new Deputy Clerk in December and three new councillors during the municipal year following resignations.

King Charles's Coronation provided an opportunity to deck the village in celebratory bunting and a painting competition for local schools provided some wonderful art works that were subsequently displayed in the village phone box art gallery. In place of holding a central event, the Parish Council opted instead to provide grants to support parishioners' street parties and it was fabulous to see photographs of these celebrations.

Several requests for grant funding were received and granted throughout the year including to Chorleywood Community Initiatives to hold the annual Christmas Festival, Chorleywood, Rickmansworth and Watford Community First Responders and Pumpkins Wildlife Hospital and a donation was made to help with running costs to the Chiltern Open Air Museum.

In short it has been yet another busy and varied year for the Committee and I would like to thank all Committee members for their continued attendance, diligence, enthusiasm and hard work.

**STAFFING COMMITTEE  
CLLR DEBBIE ROSARIO**



The Staffing Committee that was formally constituted in November 2022 has met several times throughout this council year. It is chaired by the Chair of the Council, currently Cllr Debbie Rosario, and is made up of five other councillors.

The key objectives of the committee include recruitment, setting appraisal dates for the Officers and Rangers, dealing with disciplinary matters and resolving any structural staffing challenges e.g. modification of current roles, new roles required etc.

## POLICE COMMUNITY SUPPORT OFFICERS

*Alan Waller 6108 & Alyssa Kite 6019 are the Police Community Support Officers for Chorleywood*

### Burglary Update

Below are some reports from 2023 where police have been successful in catching burglars who have been active in Chorleywood:

- [Two burglars were caught red handed at The Clump after a foot chase by Police on 20 June last year. Johnny Doherty, of Tramway Avenue, Edmonton, London, pleaded guilty to burglary, two counts of assaulting an emergency worker, and escape from lawful custody.](#) See also section below entitled "Commendation for Alan Walker".
- [Tomas Asmenskas, aged 24, of Geere Road in Stratford, London, has pleaded guilty to breaking into a property on Blakettes Wood Drive in March last year, where he stole alcohol, cash and silverware.](#)
- [A man has been charged and remanded in connection with a series of burglaries across Watford, Three Rivers and Hertsmere. Vasile Ganea, aged 31, of West Hendon Broadway, London, has been charged with seven counts of burglary.](#)

### Commendation for Alan Walker

PCSO Alan Waller received a commendation from Liz Green, High Sherriff of Hertfordshire, and Chief Constable Charlie Hall, when he attended a burglary at The Clump with PCSO Alyssa Kite and response colleagues from Rickmansworth Police Station. PCSO Waller was assaulted while he tackled one of the burglars and prevented him from getting away in a vehicle in June last year. PCSO Kite gave chase with a colleague and detained the other burglar at the bottom of the Clump after a short foot chase. Both men were charged and received prison sentences.



### Burglary Advice

It is still noticeable from our evening patrols that many houses are still in complete darkness during the evenings. This is a clear sign to any opportunist burglar, (and an obvious sign that nobody is home), as most people are having an evening meal, watching television etc. during the catchment time of around 6pm to 9pm. Police urge homeowners to leave a couple of room lights timed to come on when it gets dark and especially during the winter. This can create the illusion that someone is home, and you are less likely to be targeted. For more crime prevention advice visit <https://www.herts.police.uk/cp/crime-prevention/>

Tips to prevent burglary:

- Check downstairs windows and doors are securely locked before you leave or go to bed
- Use a "Fake TV" or timer switches on lamps to give the impression someone is at home
- Don't leave keys, phones or other valuables on window sills or in any other visible place
- Secure UPVC doors by lifting the handle and locking it to engage the security features
- Consider using a doorbell camera, interior camera or a monitored burglar alarm
- Securely lock rear gates, sheds and garages
- Keep tools and ladders locked away, as they could be used to break into your home
- Secure mobile devices by downloading tracking software from your app store

- Don't keep large amounts of cash at home, keep photos of your valuable items for investigation and insurance purposes

For more information on home security visit:

<https://www.herts.police.uk/cp/crime-prevention/protect-home-crime/keep-burglars-out-property/>

For more facts about residential burglary visit:

<https://www.herts.police.uk/cp/crime-prevention/protect-home-crime/residential-burglary-facts/>

### Crime figures obtained for both Chorleywood North & Sarratt Wards and Chorleywood South Wards

#### December 2022

#### December 2023

	Chorleywood	Three Rivers	Chorleywood	Three Rivers
<b>Burglary Dwelling</b>	10	28	4	26
<b>Theft of motor Vehicle</b>	0	4	1	6
<b>Theft from motor vehicle</b>	1	15	1	23

#### January 2023

#### January 2024

	Chorleywood	Three Rivers	Chorleywood	Three Rivers
<b>Burglary Dwelling</b>	11	28	8	26
<b>Theft of motor Vehicle</b>	0	15	0	11
<b>Theft from motor vehicle</b>	0	26	4	29

### Contacting the Police

- You can report information online at [herts.police.uk/report](https://herts.police.uk/report), use web chat at [herts.police.uk/contact](https://herts.police.uk/contact) or call the non-emergency number 101
- Alternatively, you can stay 100% anonymous by contacting the independent charity Crimestoppers on 0800 555 111 or via their untraceable online form at [crimestoppers-uk.org](https://crimestoppers-uk.org)
- You can use our anonymous community voice platform 'echo' to let us know what you think we should be prioritising in your area. Your feedback will help towards shaping our local policing priorities, initiatives, and campaigns. Visit [bit.ly/police-threerivers](https://bit.ly/police-threerivers) and tell us your thoughts. Our current priorities in Three Rivers are drug taking and supply, violence against women and girls and feelings of safety, and antisocial parking and speeding
- To receive police messages about a range of topics including burglaries, scams and missing people in your local area, sign up to [owl.co.uk/herts](https://owl.co.uk/herts) or download the 'OWL crime alerts' app from your app store.

### HollieGuard

This is an app that can track a person's location as they make their way home, as they are out jogging or cycling, or simply going about their day-to-day tasks. If they feel unsafe, all they need to do is shake their phone to send an alert to a group of contacts to warn them that they may be in danger. Once the phone has been shaken, it will then start recording both audio and visual footage of what's happening around them. This will be saved and sent to their contacts so they can see what is happening and call the police or ambulance service if they are required. If the phone is shook again, a flashing light and high-pitched beeping will start coming from the phone to alert people nearby that that person may be in danger.



### **Self-defence classes for Women**

PCSO Alyssa Kite has secured funding for free self-defence classes for women. These will be run in Rickmansworth and will be advertised on social media and OWL during March.

### **VAWG – Violence against Women and Girls**

Click on the link below for awareness about one of our new campaigns.

<https://www.herts.police.uk/police-forces/hertfordshire-constabulary/areas/campaigns/violence-against-women-and-girls-vawg/violence-against-women-and-girls-vawg/>

### **Community Engagement and Events**

Your local officers have attended multiple events including the Christmas Festival, Village Day, school firework displays and summer fairs.

They have hosted police surgeries within local businesses – look out for information as to when the next one is scheduled, where they will be able to address any local issues and provide crime prevention advice.

The PCSO duo delivered a mini Police programme to students in year 5 at the Russell School, where they covered topics around ASB (anti-social-behaviour), online safety, personal safety, road safety, environmental crime and finished with a community based project. The project was to stop dangerous parking at school drop off and pick up times – with their attendance and the mini Police, we are happy to report that all drivers parked considerably during this event.

### **Useful links and contact numbers:**

- PCSO Alan Waller 6108 – [alan.waller@herts.police.uk](mailto:alan.waller@herts.police.uk) or call 01923 472080
- PCSO Alyssa Kite 6019 – [alyssa.kite@herts.police.uk](mailto:alyssa.kite@herts.police.uk) or call 01923 472080
- Write to us: Safer Neighbourhood Team, Three Rivers House, Northway, Rickmansworth, WD3 1RL
- Follow your local team on Twitter@ThreeRivPolice and on Facebook - ThreeRiversPolice
- Find the latest police and crime news, crime prevention advice, vital awareness campaigns and people wanted by police at [www.herts.police.uk](http://www.herts.police.uk)

## PARISH COUNCIL COMMUNITY ENGAGEMENT

There are a number of ways that the Parish Council supports the community of Chorleywood that may not always be visible to our residents. The annual report provides an ideal opportunity to highlight these.

### Grant Funding

One of the roles of Parish Councils is to improve the quality of life and the environment for their parishioners. This can be a direct service or by supporting others to facilitate these services.

Chorleywood Parish Council operates a grant scheme enabling community organisations or services whose aim is to support the majority of members having a bona fide address within the Parish or from individuals with a permanent address within the Parish to apply for funds for events, small projects and community activities. The total amount of funds available for community grants each year is decided by the Council in January when it sets its budget for the following financial year. In financial year 2023/4 a total of £5,000 was available for allocation.

All grants are considered by Full Council and are funded on a first come first served basis.

For any further information please contact the Clerk who is responsible for the administering the grants process.

Further information is also available from the Parish Council website <https://www.chorleywood-pc.gov.uk/the-council/grants/>

Over the last year, the Parish Council has awarded the following grants:

- Chorleywood Community Initiatives received a grant of £409.40 to help with the costs associated with holding the 2023 Chorleywood Christmas Festival
- Chorleywood, Rickmansworth and Watford Community First Responders received a grant of £1,250.00 to help pay for essential medical equipment
- Pumpkins Wildlife Hospital and Rehabilitation Centre was awarded £1,000.00 towards veterinary equipment for the Charity's new wildlife hospital in Rickmansworth

A donation of £250.00 was also made to Chiltern Open Air Museum towards the museum's annual running costs.



### COMMUNITY CHAMPION AND FREEDOM OF THE PARISH AWARDS

Following the initial success of these awards they have now become an annual event. The objective of the scheme is to invite the public to nominate local people who have gone above and beyond to help the community, an individual or a group throughout the course of the year.

The criteria for these awards can be viewed on the Parish Council website <https://www.chorleywood-pc.gov.uk/our-community/civic-awards/>

### POLICE COMMUNITY SUPPORT OFFICERS

There is a separate report from the PCSOs in this annual report but what is not generally known is that the Parish Council match funds the provision of the two PSCOs covering the village.



## CHRISTMAS LIGHTS

The Parish Council provides the lamp column decorations that light up Lower Road and Main and New Parade in Chorleywood from November to January.

## CHORLEYWOOD VILLAGE DAY

The popular Chorleywood Village Day was held in July and was the biggest one yet with a fabulous selection of stalls, community stands and arena acts. Reserve the next date now in your diaries – Saturday, 13 July 2024. We are now taking bookings for stall holders from commercial and voluntary organisations. If you are interested, please contact the parish office on the following email: [info@chorleywood-pc.gov.uk](mailto:info@chorleywood-pc.gov.uk)



## TRAILS ON THE COMMON

Throughout the year several “trail” type events are held on the Common, for example the ever popular Halloween Trail, the Waymarker Trail and the Easter Trail. These events are organised by the Parish Rangers and Events Officer to encourage people to use and walk around our beautiful Common. All these events are incredibly popular and usually sell out very quickly!



## CHRISTMAS WREATH MAKING

Our Christmas wreath making events took place again in December 2023 with a mixture of week and weekend classes run during the day and evening. We had over 148 attendees with some very impressive wreaths were created. The holly, yew and laurel that was used was all from the Common and is cut as part of the Common management plan, providing not just stunning, but also sustainable, wreath making.



## COMMUNITY INFRASTRUCTURE LEVY

The Community Infrastructure Levy (CIL) is a charge which allows the District Council to raise funds from new developments for use on infrastructure to support the growth of the District.

Chorleywood Parish Council now receives 25% of CIL collected by TRDC for development carried out within the parish following the successful referendum on the Neighbourhood Plan. As the Parish Council has the General Power of Competence it can choose what the money is spent on. In the twelve months up to and including 31st March 2024 the Parish Council has received a total sum of £123,294.57 which has been used to install new stage lights in the War Memorial Hall and modifications to the watering system at the Dog Kennel Lane allotments. The Council is currently formulating the list of projects that the 2024/25 CIL monies will be spent on.

# DRAFT FINANCIAL SUMMARY

## Chorleywood Parish Council

1 April 2023 to 31 March 2024

### Current Assets

Debtors	4,075
VAT Control Account	10,953
Allotment Debtors	90
Current Account	46,363
Bank Instant Access Account	227,015
CCLA Deposit Fund	564,540
CCLA Property Fund	99,485
Petty Cash	<u>400</u>

**Total Current Assets** **952,920**

### Current Liabilities

Creditors	762
WMH Recharge	(7,346)
Receipts in Advance	886
Accruals	5,052
Easement Income	7,346
Village Day Advance Receipts	<u>705</u>

**Total Current Liabilities** **7,406**

**Net Current Assets** **945,515**

**Total Assets Less Current Liabilities** **945,515**

### Represented By

General Reserve	491,412
Earmarked Reserves	454,103

The above statement is subject to final review by the Council's accountants and the external auditor

**War Memorial Hall Registered Charity 302354**

**1 April 2023 to 31 March 2024**

**Current Assets**

Debtors	730
VAT Control Account	4,666
Current Account	63,084
Deposit Fund COIF	5,489
Petty Cash	38
Dummy Cashbook Y/E Only	<u>91</u>

**Total Current Assets** **74,097**

**Current Liabilities**

Creditors	18
Damage Deposits	8,240
Hollybush Deposit	<u>3,000</u>

**Total Current Liabilities** **11,258**

**Net Current Assets** **62,839**

**Total Assets Less Current Liabilities** **62,839**

The above statement is subject to final review by the Council's accountants and the external auditor

**PARISH COUNCIL ATTENDANCE**  
**MUNICIPAL YEAR 2023/24**  
(as of 2 April 2024)

<b>Councillor Name</b>	<b>Number of meetings due to attend</b>	<b>Number of meetings attended</b>	<b>Percentage attendance rate</b>
<b>Anna Al-Damluji</b>	14	6	43%
<b>Salem Al-Damluji</b>	21	9	43%
<b>Vimo Arumuhan</b>	27	2	7%
<b>Jon Bishop</b>	38	35	92%
<b>Harry Davies</b>	22	13	59%
<b>Janet Davies</b>	19	12	63%
<b>Zenab Hearn</b>	27	11	41%
<b>Pat Howell</b>	21	8	38%
<b>Raj Khiroya</b>	25	18 <i>(and 1 as a non-Committee member)</i>	72%
<b>Frank Mahon-Daly</b>	22	18 <i>(and 1 as a non-Committee member)</i>	82%
<b>Munira Oza</b>	19	3	16%
<b>Alison Preedy</b>	32	21	66%
<b>Louise Price</b>	22	17	77%
<b>Debbie Rosario</b>	47	38	81%
<b>Sandra Silva</b>	17	5	29%
<b>Steve Watkins</b>	47	38	81%
<b>Jennifer Whinnett</b>	8	6	75%

*Note: Meetings that are attended "virtually" are not included in the figures above as under the Local Government Act 1972 this does not count as actual attendance at a Council meeting*

## Chorleywood Parish Council Precept Report 2024/25

### Introduction

Each January, local councils must set a budget for the financial year ahead and decide on the amount of money needed to fund services through council tax, known as the Precept. As Councillors and residents ourselves, we are committed to delivering services and facilities that are affordable and valued by the people of Chorleywood. As your elected representatives, we remain deeply concerned about the broader state of the economy and the significant impact the cost-of-living crisis continues to have on everyone in our community.

This brief report for residents explains the work and financial position of your Parish Council.

### About the work of the Council

#### *Preservation of Chorleywood and high-quality events for the community*

We've continued to review, revise and refine the services and events we provide for the community, ensuring we deliver value for money and sustainability.

Our Ranger Team has worked hard to maintain the Common, the allotment sites and the other open spaces we look after, including mowing, minor tree surgery and dealing with litter, with a keen focus on nature conservation and increasing biodiversity.



Our Planning Committee scrutinises planning applications in accordance with the adopted Neighbourhood Plan and a new Sustainability Checklist to ensure Chorleywood is protected from inappropriate development, insofar as a Parish Council can.

Our Village Halls Committee looks after the Parish's five village halls on behalf of a charity<sup>4</sup>, ensuring they are maintained to a high standard and available to the many local community organisations that hire or lease them and for individual hire to provide leisure and social opportunities for residents.

Projects, including delivering the new grant funded planting scheme in the village centre, installing new way markers and signage on the Common and the launch of the Community Garden, have been well-received.

We're proud of our well-established events and activities programme. Our flagship event, the free Chorleywood Village Day, continues to unite our community, and our range of school holiday activities for children and Christmas Wreath Making workshops for all ages receive excellent feedback.

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<sup>4</sup> Of which the Council is the sole trustee under a charitable scheme.



### *Addressing the cost-of-living-crisis*

Our biggest focus for 2023/2024 has been tight budgetary control and this will remain a focus in the next financial year.

### *A thriving community*

In addition to the things we deliver directly, we have continued to support many local and community organisations that support and provide facilities and services to parishioners, financially and practically. These include Chorleywood Community Initiatives, Chiltern Open Air Museum, Pumpkins Wildlife House and Chorleywood, Rickmansworth and Watford Community First Responders.

### *A voice for the community*

As the closest level of government to the community, the Council is here to ensure that the needs and aspirations of our community are communicated to decision-makers.

## **Financial Planning for the year ahead**

### *Managing the impacts of inflation*

Elected by residents to make decisions on behalf of the residents of Chorleywood, Councillors are required each year to set a budget that balances the needs of the community and the financial impact of any increase to council tax against our responsibilities to ensure that the Council remains on a sound financial footing.

The impact of inflation running at over 12% for long periods in 2023 has again significantly impacted our staff costs and day-to-day operational costs. Delivery costs for capital projects have also increased, as have insurance costs. Furthermore, we're budgeting for a 5% national union-negotiated pay settlement in 2024, which is outside our control.

Councillors and senior officers have continued to take proactive financial decisions to modernise the organisation, maintain income streams, including from events and the Lawn Cemetery and, in the case of the charity, village halls, and control costs, by looking to increase efficiency to prevent costs rising. In some cases, where supported by analysis of actual costs, budgets have been set lower than that set for 2023/24.

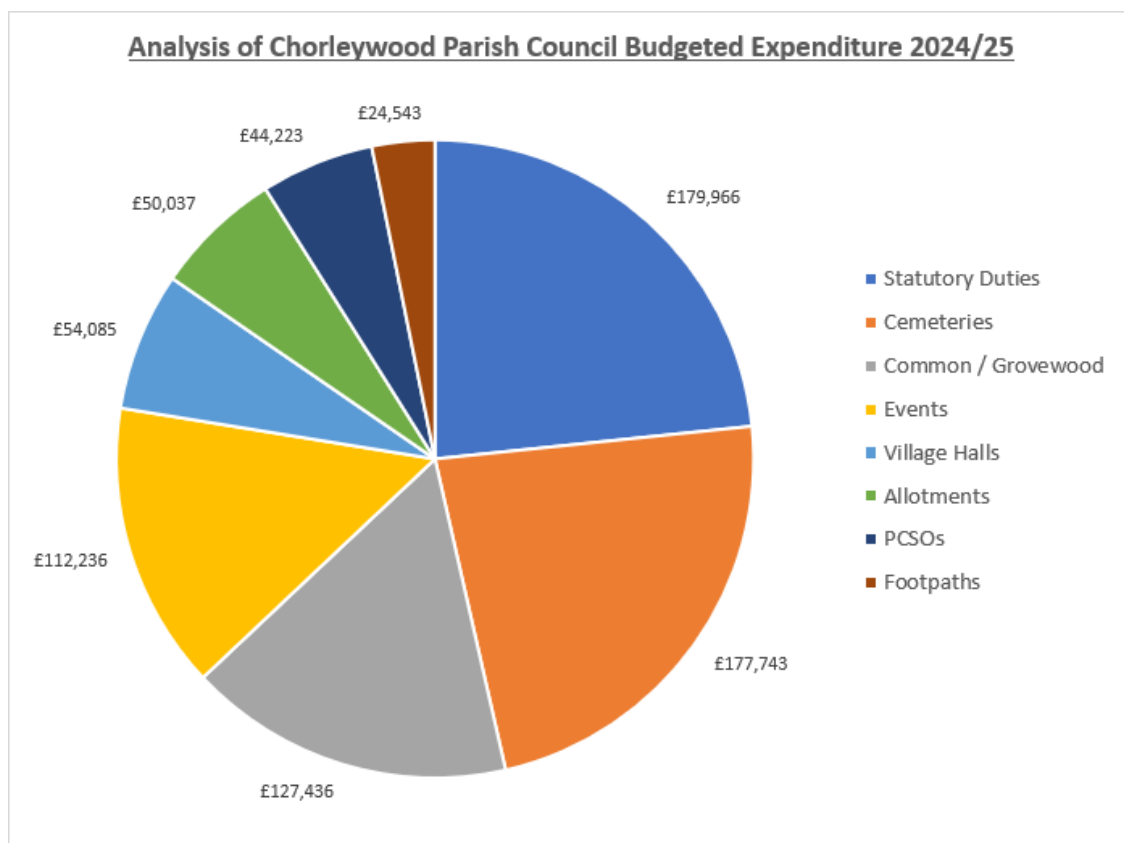
## **Precept for 2024/2025**

Councillors have set the Chorleywood Parish Council precept for 2024/2025 at £541,506, which because of a small increase in the tax base, will result in a 0% increase.

This means the current council tax charge of £85.59 for each Band D household will be the same in 2024/5.

### *2024/2025 service delivery costs*

We are committed to transparency, and our full budget summary is published on our website alongside this report. We are budgeting a net expenditure (excluding capital funding) of £801,456 on service delivery predominantly funded from the precept. The pie chart below shows how this will be spent.



*Funding new projects and services*

This year, the contribution to our Ear Marked Reserves, which we use to fund investments in new projects and services, will be a modest £10,000. This will be to replenish our Elections reserve which is depleted because of the need to hold Parish elections following two Parish Councillor resignations last year. We have though benefitted from the receipt of over £120,000 in Community Infrastructure Levy collected by Three Rivers District Council in 2023/4, and it is this will we use to fund the delivery of infrastructure projects. Council staff will also continue to look to capitalise on grant funding opportunities.

*We are fortunate to have a strong community spirit in Chorleywood, and we look forward to working with residents to help build on this further.*

*Cllr Debbie Rosario*

*\*End of Report\**