



# **Buckland & Chipping Parish Council**

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**MEETING No 343 of BUCKLAND & CHIPPING PARISH COUNCIL**  
**Annual Meeting of the Parish Council**  
**Monday 11<sup>th</sup> May 2026, 7.30pm in St Andrew's Church, Buckland**

**Present: Cllrs Jeff Kenyon, Penny Baxter-Newman (Vice), Mark Seymour**

## **Minutes**

**343.1 Election of Chairman**

To elect a Chairman for the year 2026/27 and sign Declaration of Acceptance of Office

**Cllr J Kenyon was Proposed by Cllr M Seymour, seconded by Cllr P Baxter-Newman  
Cllr J Kenyon signed the declaration of acceptance**

**343.2 Co-option**

To review applications for vacancy of Buckland and Chipping Parish Councillor **None**

**343.3 Election of Vice-Chairman**

To elect a Vice-Chairman for the year 2026/27 and sign Declaration of Acceptance of Office

**Cllr M Seymour was Proposed by Cllr J Kenyon, seconded Cllr P Baxter-Newman  
Cllr M Seymour signed the declaration of acceptance**

**343.4 Apologies for absence**

To receive and accept apologies for absence. **Cllr H Dauris**

**343.5 Declarations of Interest and dispensations**

1. To receive declarations of interest from councillors on items on the agenda
2. To receive and consider members' written requests for dispensations for declarable interests; and
3. To grant any requests for dispensation as appropriate **None**

**343.6 Minutes**

To confirm the minutes of Buckland and Chipping Ordinary Parish Council Meeting 342, 2<sup>nd</sup> March 2026 as an accurate record of proceedings - **resolved** - proposed Cllr J Kenyon, seconded Cllr P Baxter-Newman

**343.7 Appointment of Representatives**

To appoint representatives to serve on Committees, outside bodies and working Parties. **To be confirmed at next meeting**

**343.8 Reports to the Council**

To receive reports from representatives on outside bodies, local authorities and agencies

1. Crime Report February, March & April 2026 - **Noted**
2. DCllr V Burt reported that the planning application that was refused for 600 houses west of the A10 at Buntingford has been taken to appeal to the Secretary of State. It was also reported on the plans for Land north of Hare Street Road that permission is given for a community building

**343.9 Public Comments: Limited to 15 minutes**

Members of the public and councillors can raise matters of concern.

A parishioner commented on the substantial flytipping episodes in 2025 and that these are still to be concluded

**343.10 Finance**

1. To note receipt of income - **Noted**
2. To receive summary report of receipts and payments against budget – **noted**
3. To receive bank reconciliation & year end bank reconciliation – **taking to next meeting**
4. To approve insurance renewal by Zurich Municipal for 2026-27 £566.60 (we are in a 4 year agreement until 2029) – **resolved proposed Cllr J Kenyon, seconded Cllr P Baxter-Newman**
5. To note that the VAT return for 31st March 2026 has been submitted **noted**
6. To authorise payments made in accordance with the budget – **resolved proposed Cllr P Baxter-Newman, seconded Cllr M Seymour to agree payments except Scribe**
7. Bank Mandate – **resolved** remove previous Clerk from Unity bank, add new Clerk. Proposed Cllr J Kenyon, seconded Cllr P Baxter-Newman
8. Annual Governance and Accountability Return (AGAR) 2025-26  
Audit requirements for the year ending 2025/26
  1. To approve the Annual Accounts 2025/26
  2. To approve the Certificate of Exemption 2025/26 **resolved proposed Cllr P Baxter-Newman, seconded Cllr M Seymour**
  3. To receive the Annual Internal Auditor Report for the year 2025/26 **received**
  4. To approve Section 1, the Annual Governance Statement 2025/26 **resolved proposed Cllr P Baxter-Newman, seconded Cllr M Seymour**
  5. To approve Section 2, Accounting Statements 2025/26 **resolved proposed Cllr P Baxter-Newman, seconded Cllr M Seymour**
  6. To agree the dates for the public rights period, 3<sup>rd</sup> June – 14<sup>th</sup> July 2026 **resolved proposed Cllr P Baxter-Newman, seconded Cllr M Seymour**

**343.11 Planning**

To receive a planning report on applications and decisions - **None**

**343.12 Council Documents**

To consider, review and agree council policies and documents

1. To review Code of Conduct
2. To review Complaints Procedure
3. To review Data Protection Policy
4. To review Disciplinary Policy
5. To review Financial Regulations
6. To review Freedom of Information Policy
7. To review Grievance Policy
8. To review General Reserves Policy
9. To review Retention of Documents
10. To review Scheme of Delegation and Records Policy  
All above policies **resolved** Proposed Cllr M Seymour, seconded P Baxter-Newman
11. To review Standing Orders **resolved** Proposed Cllr M Seymour, seconded P Baxter-Newman
12. To adopt IT Policy – **To be brought to the next meeting**

13. Agree Accessibility Statement **resolved** Proposed Cllr M Seymour, seconded P Baxter-Newman

**343.13 Reports from Working Parties and Committees, Parish Matters**

1. Bench in the church, confirming location – reports were circulated to Cllrs and no need to be moved from the present site. **Noted**
2. Feedback from April public meeting on A10 – minutes available on the website including the below proposal.

**PROPOSAL**

This Community believes that to create a safer environment in Buckland and Chipping, the following items should be given thorough investigation by both Highways and Hertfordshire County Council:

1. The installation of "Speed Cameras" in both villages.
2. Lower the speed limit to 50mph from the southern end of the Buntingford Bypass to the lower speed limit sign south of Chipping.
3. Lower the speed limits in Buckland and Chipping to 30mph.
4. Extend the speed limit at the southern end of Chipping by 300m.
5. Introduce "Average Speed Limit" monitors in both villages.
6. Introduce a "Pelican Crossing" in both villages.
7. Extend the speed limit in Barkway Road from the A10 to the track to the church.
8. Regularly maintain the A10 footpath between the villages
9. Attached is a portfolio of accidents in both villages, as compiled by residents.

It was further agreed that MP Chris Hinchliff be requested to investigate the dangerous habit of the Metropolitan Police using the A10 as a practice route through our villages with high speed driving totally ignoring the mandatory speed limits.

It was further agreed that the above proposal would be voted upon at the next PC Meeting and, if agreed, forwarded to our MP and local Council representatives for action, with a copy to be placed in the next issue of our Newsletter.

**Resolved** to accept the above proposals and circulate proposed Cllr P Baxter-Newman, seconded Cllr M Seymour

3. Chipping Litter Picker – A parishioner from Chipping has taken on this opportunity, **resolved** Proposed Cllr J Kenyon, seconded M Seymour
4. June Newsletter:
  1. to discuss content – reports from A10 meeting, new Clerk, new litter pickers
  2. to agree an editor – Cllr J Kenyon
  3. to agree delivery date – 6<sup>th</sup> June
5. Autumn celebrations – B&C Browse and Collect, new concept of an event that involves the community bringing items they would like to give away, the Parish Council will supply tables but parishioners are expected to man their own table. Weekend of 12<sup>th</sup> September 2026

**343.14 To note items for future agendas:** and to receive any other items for future consideration

**343.15 Date of next Parish Council Meeting: 7.30pm, Monday 6<sup>th</sup> July 2026, St Andrew's Church, Buckland**