



Buckland & Chipping Parish Council

Clerk: Sarah Kubica

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MEETING No 346 of BUCKLAND & CHIPPING PARISH COUNCIL Monday 7 September 2026, 7.30pm, St Andrew's Church, Buckland

To: Cllrs Helen Dauris, Jeff Kenyon (chair), Caroline Scott, Mark Seymour (vice chair)

You are summoned to attend the Meeting to transact the business on this agenda

Public and press are welcome to attend, but may be excluded for the discussion of confidential business under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960. Please note that Public participation is permitted during the time designated for public comments

1 September 2026

S Kubica

Clerk to the Council

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.

AGENDA

346.1 Apologies

To receive or accept apologies for absence

346.2 Interests 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

346.3 Minutes

To confirm the minutes of [345](#) Meeting of Buckland and Chipping Parish Council, 21 July 2026 as an accurate record of proceedings

346.4 Reports to the Council

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

1. Crime Report July, August
2. Councillor reports

346.5 Public Comments: Limited to 15 minutes

Members of the public and councillors can raise matters of concern

346.6 Finance

1. To note receipt of income and authorise [payments](#) in accordance with the budget
2. To sign bank [reconciliation](#) and bank statements
3. To provide an update on bank instructions
4. To review half year [budget](#) position
5. To review quotes for 2026-27 Internal Audit
6. To approve payment for defibrillator electricity supply
7. To approve a donation of £50 to Citizens Advice East Herts

346.7

Planning

1. To review [planning](#) applications and decisions
2. To review East Herts planning guidance for a churchyard shed

346.8

Council Documents

To locate signed minutes prior to 2009 and for May 2012-November 2014

346.9

Reports from Working Parties and Committees, Parish Matters

1. To note PCC requirements for September 'Browse and Collect' Event
2. To suggest storage options for council assets
3. To confirm 8/9/26 for walking assessment of highways and parish assets
4. To source funding for Autumn fireworks Event
5. To review volunteer numbers for [Community DriveSafe](#) scheme
6. To discuss concerns over waste team's treatment of empty food waste caddies
7. To receive an update on enforcement action regarding hedgerows
8. To consider locations prone to flooding and any mitigation measures
9. To remove previous clerk email address which is forwarding junk email to the clerk
10. September-October Newsletter:
 1. to discuss content
 2. to agree an editor
 3. to agree delivery date

346.10

To note items for future agendas: and to receive any other items for information only

346.11

Dates of next meetings

Date proposed	Meeting	Venue
Monday 2 November 2026	Parish Council Meeting 7.30pm	Manor House, Buntingford
Tuesday 12 January 2027	Parish Council Meeting 7.30pm	Manor House, Buntingford
Monday 1 March 2027	Parish Council Meeting 7.30pm	Manor House, Buntingford
Monday 10 May 2027	Annual Parish (Community) Meeting 7pm followed by Annual Parish Council Meeting 7.30pm	St Andrew's Church, Buckland

346.12

Resolution to exclude the public for item 346.12 as per Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, Schedule 12A, Part 2

[LOCAL GOVERNMENT SERVICES PAY AGREEMENT 26-27](#)

To confirm the new hourly rate for the clerk and backdate to start date of 1 May 2026