

Widford Parish Council



To: Cllrs Mike Allen, Ian Collins, Michael Ripsher, Mark Rome, Josh Warren
You are summoned to attend the following meeting to transact this business agenda:

Widford Ordinary Parish Council Meeting Tuesday 7th May 2024

in Widford Village Hall at 7.30pm approximately

(following the Annual Parish Council Meeting that starts at 7pm)

Public and press are welcome to join the meeting, although under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, public and press may be excluded for the discussion of confidential business. Please note that public participation is not permitted except during the time designated for public comments.

Signed: Colin Marks, Proper Officer and Clerk to Widford Parish Council

Date: 30th April 2024

AGENDA

In accordance with The Openness of Local Government Bodies Regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human Rights Act, the Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.

24.045 Apologies for absence

1. Councillors: to receive and approve acceptance of councillor apologies
2. Other apologies

24.046 Declarations of Interest and requests for dispensations

1. To receive members' Declarations of Interest for items on the agenda (including non-pecuniary, with the nature of the interest. Members should give due regard to the Disclosable Pecuniary Interests notice at the end of this agenda).
2. To receive and consider requests for dispensations: Cllr Mike Allen re Playing Field matters, being a trustee. Cllr Ian Collins re Closed Churchyard matters, his wife having the maintenance contract.

24.047 Approval of Minutes:

26th March Ordinary Parish Council Meeting

24.048 **Police Report:** To receive the Safer Neighbourhood Team report

24.049 **Chairman's Announcements**

24.050 **To receive reports from County and District Councillors**

24.051 Planning

1. New Planning Applications

3/24/0632/FUL	Priory Farm: Erect agricultural building with lean-to boiler extension (amendment of approved 3/23/1699/FUL)	13 th May
3/24/0773/LBC	2 Hillside: Demolish 1.2m wide single storey projection; fenestration alterations at rear	14 th May

2. Decision Notices *(for information only)*

3/21/2668/FUL	Ash View Stables: Additional capacity on existing gypsy site	GRANTED
3/23/2283/OUT	Land south of Levenage Lane: Outline for 4 dwellings REFUSAL APPEALED	Awaited
3/19/1045/OUT	Land North of the Stort Valley and the A414, Gilston: outline planning	Awaited

3. Other planning matters

1. To consider any late planning applications received after the agenda was published
2. To note that East Herts has assessed its 5-year land supply to be 5.95 years.

24.052 Finance

1. To receive report on the Council's finances at year-end, 31st March 2024
2. To approve bank reconciliation 29th 31st March 2024
3. To receive 2023/24 financial performance against budget at year-end, 31st March 2024
4. To approve list of orders for payment
5. **Annual Governance and Accountability Return (AGAR) 2023/24**
 1. **To Resolve that the Parish Council meets the criteria and wishes to be an exempt authority**
 2. The RFO and Chairman to agree to sign the **Certificate of Exemption**
 3. To approve the Internal Auditor's signed **Internal Audit Report**
 4. **To approve by Resolution Section 1: The Annual Governance Statement.** The Clerk and the presiding Chairman to agree to sign.
 5. **To consider the Section 2 Accounting Statements** as signed by the RFO and presented to the Council
 6. **To approve by Resolution Section 2 Accounting Statements.** Presiding Chairman to agree to sign.
 7. To **Resolve** to set the 30-working day period for the **Exercise of Public Rights as 3 June to 12 July**
 8. To note the AGAR submission deadline is **Monday 1st July**

24.053 Correspondence: To note list of correspondence (*list below, for information only*)

24.054 Village Reports

1. **Village Hall**
 1. To receive report
2. **Playing Field**
 1. To receive report
3. **Allotments**
 1. To receive report
4. **Closed Churchyard:**
 1. To receive report
 2. To consider the PCC's formal request for help in maintaining the footpath through the churchyard

24.055 Highways, footpaths and byways: to receive reports and consider any action

1. **Footpaths and Public Rights of Way**
2. **Highways and footways**
 1. Update: programme for general clean-up of verges, gutters and overgrown footways
 2. Update: Enforcement issues at Greenacres
3. **Other parish matters and concerns:** to consider any matters raised

24.056 Benningfield Green: Update on issues

24.057 Village archive update

24.058 Urgent matters: To note matters received too late for this agenda (for full discussion on the next agenda)

To consider suspending the Meeting for Public Comments:

Limited to a total of 15 minutes. One question/statement only of no more 3 minutes maximum per person.

Meeting to be resumed

24.059 To note items for addition to future agendas

24.060 Date of next Meetings (*all in the Village Hall*)

Tuesday July 2nd 7.30pm: July Ordinary Parish Council Meeting

Correspondence list for Agenda item 24.053 - *for information only (refer to specific agenda items for action)*

HCC: Bell Lane concerns

Benningfield Green parking issues

DISCLOSABLE PECUNIARY INTERESTS

Widford Parish Council

1. A Member, present at a meeting of the Parish Council, or any committee, or sub-committee of the Parish Council, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting (Localism Act 2011 s31):
 - must not participate in any discussion of the matter at the meeting;
 - must not participate in any vote taken on the matter at the meeting;
 - must disclose the nature of the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011 (sensitive interests);
 - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
 - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Parish Council may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI (Localism Act 2011 s33).
4. **It is a criminal offence to:**
 - fail to disclose a Disclosable Pecuniary Interest at a meeting if it is not on the register;
 - fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
 - participate in any discussion or vote on a matter in which a Member has a DPI;
 - knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale (£5,000 maximum) and disqualification from being a councillor for up to 5 years. (Localism Act 2011 s34)