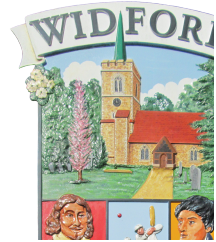


# Widford Parish Council

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



## Ordinary Parish Council Meeting

**Tuesday 6<sup>th</sup> May 2025**

**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: 29<sup>th</sup> April 2025

## 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.

### 25.045 Apologies for absence

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

### 25.046 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. Dispensations: Cllr Mike Allen re Playing Field matters, being a trustee. Cllr Ian Collins re Closed Churchyard matters, his wife having the maintenance contract.

### 25.047 Approval of Minutes:

1. March 4<sup>th</sup> 2025 Parish Council Meeting

### 25.048 Police Report:

1. To receive the Safer Neighbourhood Team report

### 25.049 Chairman's Announcements

### 25.050 To receive reports from County and District Councillors

### 25.051 Planning

#### 1. New Planning Applications

3/25/0466/FUL	9 Benningfield Road: Removal of childcare business use from dwelling.	By 1 <sup>st</sup> May
3/25/0460/FUL 3/25/0461/LBC	Priory Farm Barns: Conversion and partial re-building of agricultural buildings into two residential dwellings; alterations to fenestration and openings; landscaping and carparking.	By 8 <sup>th</sup> May
3/25/0534/HH	Gilston 42 Bell Lane: Repair roof and construct attached covered car port/cart lodge, covered bin store and covered car charging point.	By 7 <sup>th</sup> May

#### 2. Decision Notices *(for information only)*

3/24/2335/FUL	The Old Forge RECONSULTATION: Removal and replacement of the roof to commercial unit with 4 new rooflight windows. Insert 1 loft floor front window, 1 new side door and infill the rear door linking to the attached barn/outbuilding.	GRANTED
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<b>3/24/1920/HH</b> <b>3/24/1924/LBC</b>	<b>Ashbourne Manor:</b> Retrospective for demolition of collapsing masonry retaining wall around the garage and reconstruction to match existing, with reinforced concrete structure all concealed behind facing brickwork to match the brickwork removed. Alterations to garage side windows.	<b>REFUSED</b>
<b>3/24/1356/LBC</b>	<b>Ashbourne Manor:</b> Alterations to property	<b>GRANTED</b>
<b>3/25/0480/OUT</b>	<b>Land South of Levenage Lane:</b> Outline planning for 8 houses	Awaited
<b>3/25/0231/FUL</b>	<b>Wilmoor:</b> Demolition of outbuilding. Erection of dwelling incorporating air source heat pump, landscaping and creation of access	Awaited
<b>3/25/0182/FUL</b>	<b>Youngs Little Acre:</b> Retention of a welfare unit and a turkey preparation and storage building	Awaited
<b>3/24/1031/HH</b>	<b>Ashbourne Manor:</b> Extension to single storey garage	Awaited

### 3. Other planning matters

1. To consider any late planning applications received after the agenda was published

#### 25.052 Finance

1. To receive report on the Council's finances at year-end 31<sup>st</sup> March 2025
2. To approve bank reconciliation at year-end 31<sup>st</sup> March 2025
3. To receive 2023/24 financial performance against budget to year-end 31<sup>st</sup> March 2025
4. To approve list of orders for payment
5. **Annual Governance and Accountability Return (AGAR) 2024/25**
  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 14 July**
  8. To note the AGAR submission deadline is **Monday 1<sup>st</sup> July**

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

#### 25.054 Village Reports

1. **Village Hall**
  1. To receive report and update on plans
2. **Playing Field**
  1. To receive report
3. **Allotments**
  1. To receive report
4. **Closed Churchyard:**
  1. To receive report

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

1. **Footpaths and Public Rights of Way**
  1. FP1: Update on stile replacement
  2. Nether Street kissing gates: Update on repairs to rotted post and step
  3. Work required at the ditch and gate at the bottom of the path by the allotments
2. **Highways and footways**
  1. Update: Enforcement issues at Greenacres
  2. Bourne Lane highways and planning issues
3. **Other parish matters and concerns:** to consider any matters raised
  1. Defibrillator management
  2. To note RAAC Remedial Works at Widford School – approx. 9 months duration

#### 25.056 Benningfield Green: Update on any issues

#### 25.057 Village archive update

#### 25.058 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**

**25.059 To note items for addition to future agendas**

**25.060 Date of next Parish Council Meeting: Tuesday 1st July, 7.30pm in the Village Hall**

Correspondence list for Agenda item 25.053 - for information only (refer to specific agenda items for action)

- EHC: PC copied into correspondence re Bourne Lane planning and highways issues (25.055.2.2)
- Parishioner: To EHC re Bourne Lane planning and highways issues (25.055.2.2)
- Parishioner; Poor condition of FP18 Benningfield Road to the river (25.055.1.3)

**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)*