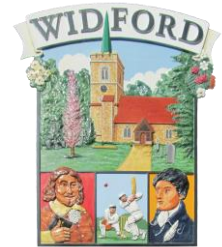


Widford Parish Council



To: Cllrs Mike Allen, Ian Collins, Babs Edwards, Michael Ripsher, Mark Rome

You are summoned to attend the following meeting to transact this business agenda:

Widford Ordinary Parish Council Meeting

to be held on **Tuesday 4th May 2021**

via **Zoom video conferencing at approximately 8.00pm**

immediately following the Annual Meeting of the Parish and the Annual Parish Council Meetings that commence at 7pm

Public and press wishing to join the meeting should send their contact email address to Parish Chairman Mike Allen at mike.widfordpc@gmail.com and you will receive an email with the associated connection details.

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: 27 April 2021

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.

21.047 Apologies for absence

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

21.048 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). To note that Cllr Babs Edwards has a non-pecuniary interest in the Playing Field, her husband being the PFMC Treasurer.
2. To receive and consider written requests for dispensations

21.049 To approve the Minutes of the 2nd March Parish Council Meeting

21.050 Police Report

1. To receive Safer Neighbourhood Team report
2. To note that officers covering the parish are PC Rob Wenham, PC Jack Culverhouse, PCSO Leon De Bruyn
3. To note Parish What's App Group and DriveSafe Scheme

21.051 Chairman's Announcements

21.052 To receive reports from County and District Councillors

21.053 Planning

1. New Planning Applications

3/21/0858/HH	3A Benningfield Road: Side, rear, and front extensions	By 5 th May
3/21/0982/HH	Linwood, Hunsdon Road: Front and rear extensions	By 14 th May

2. Decision Notices (for information only)

3/20/2128/HH	Ashbourne Manor: Garage extension	GRANTED
3/21/0325/HH	Phoenix Farm, Howletts Rd: Single storey rear orangery extension	GRANTED
3/21/0354/VAR	Land off Ware Rd, Abbots Lane: Variation to 3/18/1957/FUL	Awaited
3/21/0040/FUL	Land adj to Wayside	Awaited
3/20/2616/HH	The Old Rectory: Demolish outbuildings; replace with extension.	Awaited

3/20/2617/LBC	The Old Rectory: Demolish outbuildings; replace with extension.	Awaited
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3. Other planning matters

1. To consider any late planning applications received after the agenda was published
2. To consider Automatic Planning Tracker feature for website

21.054 Finance

1. To receive report on the Council's finances and Accounts to year-end, 31 March 2021
2. To approve bank reconciliation as at 31 March 2021
3. To receive 2020/21 budget vs actual financial position at year-end, 31 March 2021
4. To approve list of orders for payment
5. **Annual Governance and Accountability Return (AGAR) 2020/21**
 1. To note that for 2020/21 the Parish Council does not meet the criteria for an exempt authority
 2. To receive the Internal Auditor's report and note that the **Internal Audit Report** (p.3) has been signed
 3. **To approve by Resolution Section 1: The Annual Governance Statement** (p.4).
 4. **The Clerk and the presiding Chairman to agree to sign Section 1** (p.4).
 5. **To consider Section 2 Accounting Statements** (p.5) as signed by the RFO and presented to the Council
 6. **To approve by Resolution Section 2 Accounting Statements** (p.5) as signed by the RFO.
 7. **Presiding Chairman to then agree to sign Section 2** (p.5).
 8. **To Resolve** to set the 30-working day period for the **Exercise of Public Rights** as **Monday 14 June – Friday 23 July 2021.**

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

21.056 Village Reports

1. **Village Hall and Archive:** To receive update and VH report
2. **Playing Field:**
 1. To receive report and to note payment of £1,000 grant.
3. **Allotments:** To receive report and consider action on invasive Mare's Tail weed
4. **Closed churchyard:** To receive report

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

1. **Footpaths and Public Rights of Way:**
To note that the handrail on FP17 exiting the closed churchyard northwards is being attended to by PRoW
2. **Highways and footways:**
 1. Bus shelter: to receive repair update
 2. Update: on clean-up of verges, gutters and overgrown footways
 3. To note P&CC 2021/22 Road Safety Fund Expression of Interest application submission 31/03/21
 4. To note Ware Road Works Information bulletin
 5. Police request for speeding reports
3. **Other parish matters and concerns:** and to consider any matters raised
 1. Update: Virtual meetings under Coronavirus Act 2020

21.058 Benningfield Green

1. New notice board: update report
2. Grass cutting contract 2021: To sign

21.059 **Neighbourhood Plan:** Update on any progress

21.060 **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

21.061 **To note items raised for addition to future agendas**

21.062 **Date of next Meeting: Tuesday 2nd July.** Venue/or virtual via Zoom to be confirmed

Correspondence list for Agenda item 20.044 - for information only (see specific agenda items for consideration and action)

Cllr Eric Buckmaster: Ware Road Works Information Bulletin (21.057.2.4)
PCSO Leon De Bruyn: Parish What's App group and DriveSafe scheme (21.050.3)
PCSO Leon De Bruyn: Appeal for speeding report in the village (21.057.5)
HGGT: Harlow & Gilston Garden Town – notice of Stakeholder Webinar Events
TEEC: Automatic Planning Tracker feature for website (21.053.3.2)

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)