

# 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

**Tuesday 7<sup>th</sup> March 2023**

**in Widford Village Hall at 7.30pm**

Public and press are welcome to join the meeting, subject to the prevailing Covid-19 regulations, which may include limiting the number permitted to attend. All prevailing Covid-19 legislation will be strictly observed.

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: 1<sup>st</sup> March 2023

## 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.

### 23.017 Apologies for absence

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

### 23.018 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. Cllr Mike Allen has a dispensation re Playing Field matters, being a trustee.
2. To receive and consider written requests for dispensations

### 23.019 To approve Minutes of 10<sup>th</sup> January Parish Council Meeting

### 23.020 Police Report: 1. To receive the Safer Neighbourhood Team report

### 23.021 Chairman's Announcements

### 23.022 To receive reports from County and District Councillor

### 23.023 Planning

#### 1. New Planning Applications

3/23/0327/FUL	Hadham Mill Pumping Station: Installation of kiosk	By 20/3
---------------	--	---------

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

3/22/1501/HH	28 Benningfield Rd: Remove garage; build side extension	GRANTED
3/22/1196/HH	Gilston, 42 Bell Lane: Installation of solar panels	GRANTED
3/23/0098/HH 3/23/0098/LBC	Westbury 46 Bell Lane: Demolish detached garage, build extension	Awaited
3/21/2668/FUL	Ash View Stables: Additional capacity on existing gypsy site	Awaited
3/19/1045/OUT	Land North of the Stort Valley and the A414, Gilston: outline planning	Awaited
E/21/0288/ENF	30 Benningfield Road: Enforcement investigation	CLOSED - NO ACTION

#### 3. Other planning matters

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

**23.024 Finance**

1. To receive report on the Council's finances and Accounts
2. To approve bank reconciliation
3. To receive 2021/22 actual financial position vs budget
4. To approve list of orders for payment
5. To agree appointment of the internal auditor for AGAR 2022/23

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

**23.026 Village Reports**

1. **Village Hall**
  1. Update: Poll for Village Hall proposal and impact of any decision.
2. **Playing Field**
  1. To receive report
  2. Update on refurb plans, grant possibilities and consider play area equipment, including S106 funding
3. **Allotments report**
4. **Closed churchyard report**

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

1. **Footpaths and Public Rights of Way**
  1. FP1: Update on replacement of stile with alternative barrier to main road
2. **Highways and footways**
  1. Update: programme for general clean-up of verges, gutters and overgrown footways
  2. Update: Enforcement issues at Greenacres, Ware Road, including blocking of storm drain.
3. **Other parish matters and concerns:** to consider any matters raised
  1. Update: Platinum Jubilee/Coronation memorial bench
  2. Coronation events update
  3. To consider signing the Armed Forces Covenant

**23.028 Benningfield Green:** Update on parking issues

**23.029 Village archive update**

**23.030 Parish Council election, 4<sup>th</sup> May 2023:** To note timetable, criteria and voter ID requirement

**23.031 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***

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

- Review and approve Financial Risk Assessment (May Annual Council Meeting)

**23.033 Date of next Meetings – all in the Village Hall:**

**Tuesday 4<sup>th</sup> April: 7.30pm Annual Meeting of the Parish Electorate (this is NOT a Parish Council Meeting)**

***If there is an uncontested election:***

**Tuesday 9<sup>th</sup> May, 7pm Annual Parish Council Meeting, followed by  
Approx 7.30pm May Ordinary Parish Council Meeting**

***In the event of a contested election, the May meetings will be one week later on 16<sup>th</sup> May  
(to be confirmed w/ending 6<sup>th</sup> April)***

Correspondence list for Agenda item 23.025 - for information only (refer to specific agenda items for action)

- Citizens Advice Service: Thank you for donation
- EHC: Pre-Election Period of Sensitivity
- HAPTC: Armed Forces Covenant

## 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)*