

Widford Parish Council

Minutes of the Widford Parish Council Ordinary Meeting
Tuesday 16th May 2023 at 7.30pm in Widford Village Hall

DRAFT 1



PRESENT: Cllr Mike Allen (MA) -Chair; Cllr Ian Collins (IC), Cllr Michael Ripsher (MPR),
Cllr Mark Rome (MR)

Two members of the public

Clerk: Colin Marks, Clerk to the Parish Council

The Chairman welcomed everyone and opened the meeting at 7.35pm

ACTION

23.045 To receive and approve apologies for absence

1. Councillors: None (all present)
2. Others: County Cllr Eric Buckmaster, District Cllr David Andrews

23.046 Declarations of Interest and requests for dispensations

1. Interests

Cllr Mike Allen: An interest in Playing Field matters, being a trustee. Cllr Ian Collins: a DPI in regard to his wife having the Closed Churchyard maintenance contract.

2. Dispensation requests:

RESOLVED: Cllr Mike Allen granted a dispensation in re Playing Field matters, being a trustee. Cllr Ian Collins granted a dispensation for the remainder of the electoral term in respect of his wife having the Closed Churchyard maintenance contract.

23.047 Approval of Minutes

RESOLVED: *that the Minutes of the Parish Council Meeting held on 7th March were a true and accurate record.* The Chairman signed the Minutes.

Clerk/MA

23.048 Vacancy due to insufficient candidates standing at the May 4th election

It was noted that Josh Warren has expressed in interest in being co-opted. The Chairman will send him an application form.

MA

23.049 Police report

PCSO Leon De Bruyn sent the following report with an apology for being unable to attend:

Crime Report APRIL 2023

ANSTEY: No reported crimes

HORMEAD: No reported crimes

BRENT PELHAM & MEESDEN: No reported crimes

STOCKING PELHAM: THEFT OF MOTOR VEHICLE – a vehicle has been stolen from a residential driveway in STOCKING PELHAM

FURNEUX PELHAM: No reported crimes

ALBURY: No reported crimes

LITTLE HAHDAM: No reported crimes

MUCH HADHAM

THEFT FROM MOTOR VEHICLE (Number plates) – Unknown persons have removed number plates from a vehicle parked in CHURCH LANE, MUCH HADHAM.

CRIMINAL DAMAGE – Unknown persons have caused damage to cropped fields at a farm premises in BROMLEY LANE, MUCH HADHAM.

THEFT OF MOTOR VEHICLE - Unknown persons have stolen a sit-on lawn mower from a business premises in HIGH STREET, MUCH HADHAM.

ATTEMPTED THEFT OF MOTOR VEHICLE – Unknown persons have attempted to take a tractor from a farm premises in BLACK BRIDGE LANE, MUCH HADHAM.

BUSINESS BURGLARY – Unknown persons have broken into a business premises in KETTLE GREEN LANE, MUCH HADHAM and have stolen a quad bike and tractor GPS, whilst causing damage to the tractor and locks to gain entry to the property.

HUNSDON

THEFT FROM MOTOR VEHICLE – A catalytic converter was stolen from a vehicle parked on WIDFORD ROAD, WIDFORD.

WIDFORD

BURGLARY - Unknown persons have broken into 3 sheds at a residential property on WIDFORD ROAD, WIDFORD. Damage was caused to padlocks to gain entry, no items were taken from within.

WARESIDE

ATEMPTED BURGLARY – Unknown persons have attempted to gain entry to a barn at a farm premises in WARESIDE. Offenders have left the area before police arrival.

CRIMINAL DAMAGE – damage has been caused to crops at a farm premises in WARESIDE

EASTWICK & GILSTON

INTERFERENCE WITH MOTOR VEHICLE – a window of a vehicle parked in the village hall car park in GILSTON has been smashed by unknown persons.

BRAUGHING

THEFT OF MOTOR VEHICLE – a vehicle has been stolen whilst parked outside a residential property in GREEN LANE, BRAUGHING.

CRIMINAL DAMAGE – a vehicle has had the rear window smashed whilst parked on the public highway and outside the residential property in GREEN END, BRAUGHING.

STANDON & PUCKERIDGE

DOGS WORRYING LIVESTOCK – An unknown number have dogs have entered a field in BROMLEY LANE, WELLPOND GREEN, STANDON and proceeded to worry and kill numerous sheep at the location.

ATEMPTED THEFT OF MOTOR VEHICLE – An unknown person has tried the door handles of a vehicle parked in BATCHELORS, PUCKERIDGE.

Other news and updates:

- VEHICLES TARGETED – There appears to have been a reduction in vehicle crimes and burglaries over the past month.
- LOCAL POLICING PRIORITY set objective - To address threats to livestock and pets in and around the WESTLAND GREEN area.

Please encourage the members in the community to use the police non-emergency number 101 to report incidents directly. This is the most effective and efficient way to contact police.
PCSO Leon De Bruyn

23.050 Chairman’s announcements

The Chairman reported that the Coronation events had been an amazing success. He thanked All those who had worked really hard to make the weekend enjoyable for the many parishioners that had attended the various activities.

MA

23.051 Reports by County and District Councillors

None presented

23.052 Planning

1. New Applications:

None

2. Decision Notices. For information only, the following were noted:

3/23/0327/FUL Hadham Mill Pumping Station: Installation of kiosk. **GRANTED**

3/23/0098/HH & 0099/LBC Westbury, 46 Bell Lane: *Awaited*

3/21/2668/FUL: Ash View Stables: Additional capacity on existing site. *Awaited*

3/19/1045/OUT Land North of the Stort Valley & A414, Gilston: Outline planning *Awaited*

3. Other planning matters, including items received too late for the agenda

1. Late planning applications: None

23.053 Finance

1.1 Report of the Council's accounts 31st March 2023

Finance Summary to year-end, 31st March 2023	£
Opening cashbook balance 1st March 2023	38,272.33
Plus: income to 31 st March	0.00
Minus: expenditure to 31 st March	<u>2,166.51</u>
Balance available to Council at 31st March (cashbook balance)	36,105.82
Plus unrepresented cheques/payments	<u>0.00</u>
Bank balance: reconciled with bank statement at 31st March	<u>36,105.82</u>

RESOLVED: that the Accounts Statement to 31st March 2023 be approved.

1.2 Bank reconciliation 31st March 2023

RESOLVED: to agree the bank reconciliation as presented

1.3 Performance vs budget at year-end, 31st March 2023

The Clerk's detailed report on the financial performance vs budget to 31st March was received. There were no untoward transactions to note. Income for the year to date totalled £17,441 against a budget of £17,155. Expenditure for the year to date totalled £16,862 against a budget of £26,093.

It was noted that £7,500 is held in reserves for the Playing Field play area equipment grant, to be paid when the play area funding is resolved.

RESOLVED: The performance report to 31st March be accepted as presented.

2.1 Report of the Council's accounts 30th April 2023

Finance Summary to 30th April 2023	£
Opening cashbook balance 1st April 2023	36,105.82
Plus: income to 30 th April	8,000.00
Minus: expenditure to 30 th April	<u>3,441.29</u>
Balance available to Council at 30th April (cashbook balance)	40,664.53
Plus unrepresented cheques/payments	<u>0.00</u>
Bank balance: reconciled with bank statement at 30th April	<u>40,664.53</u>

RESOLVED: that the Accounts Statement to 30th April 2023 be approved.

1.2 Bank reconciliation 30th April 2023

RESOLVED: to agree the bank reconciliation as presented

3. Playing Field maintenance grant request

RESOLVED: To agree the £1,000 grant as requested by the Playing Field Committee.

Clerk

4. List of payments.

RESOLVED: to approve the list of payments as presented by the Clerk

Clerk

All expenditure made under the General Power of Competence.

		Gross	VAT incl
Sharon Collins	Closed Churchyard 1 of 4	310.00	0
Widford Village Hall	Hall hire – allotments meeting 18/5/23	24.00	0
Clerk	Expenses April/May	25.40	0
Mrs J English	Litterpicking May 2 of 12	125.00	0
Clerk	Salary May	434.95	0
HMRC	PAYE May	108.80	0
Widford Playing Field	Maintenance grant 2023	1,000.00	0
Mrs B Edwards	Reimburse Defibrillator notices	25.74	0
Accountancy Services	Internal audit for AGAR	100.00	0
Kerry Holt	Reimburse Coronation expenses	1,021.83	0
Daniel Volschenk	Allotments grass cutting annual	250.00	0
Recoverable VAT included			£0.0

5. Additional bank signatory

RESOLVED: That Cllr Mark Rome be added as a Unity Bank signatory

Clerk

6. Annual Governance and Accountability Return (AGAR) 2022/23

	1. RESOLVED: <i>That the Parish Council meets the criteria and wishes to be an exempt authority.</i>	Clerk
	2. Certificate of Exemption: signed by the RFO and the Chairman	RFO/MA
	3. Internal Audit Report RESOLVED: <i>to approve the Internal Auditor's signed Internal Audit Report.</i>	Clerk
	4. Section 1: The Annual Governance Statement RESOLVED: <i>To approve Section 1 as presented.</i> Signed by the Clerk and the Chairman.	Clerk/MA
	5. Section 2: Accounting Statements Noted as signed by the RFO and presented.	
	6. Section 2: Accounting Statements RESOLVED: <i>To approve Section 2 as presented.</i> The Chairmen signed Section 2.	MA
	7. Exercise of Public Rights RESOLVED: <i>To set the 30-working day period as 5 June to 14 July.</i>	Clerk
23.054	Correspondence: The list of correspondence was noted as it appeared on the Agenda: <ul style="list-style-type: none">Parishioner: Complaint of dogs running loose on the cricket field (23.056.3.4)	
23.055	Village Reports	
	1. Village Hall	
	1. Village Hall poll update and impact of any decision: No report:	
	2. Playing Field	
	Update reports: Tom Edwards is stepping down after a long stint as Treasurer. His work has been greatly appreciated. There are now several trustee vacancies that new people are being sought to fill. The financing of new children's play equipment I still being sought.	MA
	3. Allotments	
	Everything going well. The new water system is up and running again. The collection tank is to be strengthened.	IC
	4. Closed Churchyard.	
	A tree safety inspection is required - Cllr Ian Collins to check prospective arborists. The trimming of the yew hedge is to be arranged later in the year – the Clerk to check with David Jarrett again.	IC Clerk
23.056	Highways, Public Rights of Way, and other Parish matters	
	1. Footpaths and PROW.	
	Nothing to report	MA
	2. Highways and footways	
	1. Update on general clean-up of verges, gutters and overgrown footways: Cllr Mike Allen agreed to check with those undertaking the work.	MA
	2. Update on road safety concerns and Enforcement issues by Greenacres, Ware Road: Cllr Ian Collins has contacted the Enforcement Officer to move things forward.	IC
	3. Other parish matters and concerns	
	1. Platinum Jubilee/Coronation bench: This has now been installed by the bus stop.	MA
	2. Coronation events report: Given by the Chairman in his agenda 23.050 report.	MA
	3. The Armed Forces Covenant: RESOLVED to sign.	Clerk
	4. Concerns about dogs running loose on the cricket field: The concern was acknowledged and agreed that Cllr Mark Rome follow it up with the dogs' owner.	MR

23.057 Benningfield Green

- 1. Ongoing parking issues: No current issues reported.

MA

23.058 Village Archive

It was noted that Helen Giles created an interesting presentation for the Coronation weekend events.

23.059 Urgent matters received too late for inclusion on this agenda:

None received.

8.35pm: The meeting was suspended for public comments

It was noted that the Village Hall bar made a very useful profit over the Coronation events. Thanks were again extended to all who contributed to making the Coronation weekend such a success.

8.38pm: The meeting was restored to order

23.060 Items for future agendas

None recorded

23.061 Date of next Parish Council Meeting

Tuesday 4th July, 7.30pm in the Village Hall

Clerk/MA

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8.45pm.

Signed.....Dated.....

