

# 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 18<sup>th</sup> November 2025 (New date) in Widford Village Hall at 7.30pm

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: 11<sup>th</sup> November 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.

### 25.093 Apologies for absence

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

### 25.094 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.

### 25.095 Approval of Minutes:

2<sup>nd</sup> September Parish Council Meeting

### 25.096 Police Report: To receive the Safer Neighbourhood Team report

### 25.097 Chairman's Announcements

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

### 25.099 Planning

#### 1. New Planning Applications

3/25/1455/HH	15 Benningfield Road: Two storey side and single storey rear extension, front porch extension, removal of existing chimney and installation of permeable driveway	
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#### 2. Decision Notices (for information only)

3/25/1032/HH	1 Lilley Wood Lane: Erection of outbuilding to replace original	GRANTED
3/25/1012/HH	The Croft, Nether Street: Close boarded boundary fence.	GRANTED
3/25/0182/FUL	Youngs Little Acre: APPEALED Reference: 25/00060/REFUSE	Awaited
3/24/1495/FUL	Land at Bourne Lane: APPEALED Reference: 25/00043/REFUSE	Awaited
3/25/1414/HH	The Croft, Nether Street: Demolish rear extension and conservatory. Construct single-storey front, side, and rear extensions. Roof and chimney removal, replace with gable roof with front and rear dormers.	REFUSED
3/25/0815/FUL	Access off Medcalf Hill: Improvements and temporary upgrades to an existing agricultural access off Medcalf Hill (B1004).	WITHDRAWN
3/25/0901/OUT	Priory Farm: Outline with all matters reserved except access for the demolition of the Doe Shed and erection of single self-build dwelling.	Awaited

<b>3/25/0460/FUL</b>	<b>Priory Farm Barns:</b> Conversion and partial re-building of agricultural buildings into two residential dwellings; landscaping and carparking.	<b>GRANTED</b>
<b>3/25/0461/LBC</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

### 3. Other planning matters

1. To consider any late planning applications received after the agenda was published
2. Land for sale and Bourne Lane access.

#### 25.100 Finance

1. To receive report on the Council's finances at 30<sup>th</sup> September 2025
2. To approve bank reconciliation at 30<sup>th</sup> September 2025
3. To receive 2023/24 financial performance against budget at 30<sup>th</sup> September 2025
4. To approve list of orders for payment
5. To consider draft budget and precept for 2026/27 (for archive, refer to 25.104.1 below)

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

#### 25.102 Village Reports

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

#### 25.103 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 upper kissing gate: Update
  3. Work required at the ditch and gate at the bottom of the path by the allotments: Update
2. **Highways and footways**
  1. Update: Enforcement issues at Greenacres
  2. To note TRO 28745 Wareside road closure
3. **Other parish matters and concerns:** to consider any matters raised
  1. Defibrillator management: Update

#### 25.104 Village archive:

1. Rackline archive quote (refer to Budget 25.100.5 above)
2. To consider the revised Archive Policy wording with suggested amendments
3. To consider draft Archive loan agreement PCC/WPC

#### 25.105 Benningfield Green: To consider quote for grass maintenance

#### 25.106 Change to .gov.uk domain and email: update

#### 25.107 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**

#### 25.108 To note items for addition to future agendas

- 25.109 1. Date of next Parish Council Meeting: Tuesday 6<sup>th</sup> January 7.30pm in the Village Hall
2. Draft Calendar of meetings 2026 – to be agreed

#### Correspondence list for Agenda item 25.101 - for information only (refer to specific agenda items for action)

- Citizens Advice: Volunteer flyers
- Gilston Community Forum

**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)*