

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 5th May 2026

in Widford Village Hall at approx. 7.30pm immediately following the Annual
Parish Council Meeting that commences 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: 29th April 2026

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.

26.045 Apologies for absence

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

26.046 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.

26.047 Approval of Minutes:

3rd March Parish Council Meeting

26.048 Police Report: To receive the Safer Neighbourhood Team report

26.049 Chairman's Announcements

26.050 To receive reports from County and District Councillors

26.051 Planning

1. New Planning Applications

NONE		
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2. Decision Notices (for information only)

3/26/0196/HH	3 The Willows: Single storey extension	GRANTED
3/26/0095/HH	9 Benningfield Road: First floor side extension, conversion of existing garage into habitable space, replacement of garage door with window and dining room window with patio doors	GRANTED
3/25/0182/FUL	Youngs Little Acre: Retention of a welfare unit and a turkey preparation and storage building APPEALED Reference: 25/00060/REFUSE <i>Awaiting information on the enforcement action being implemented.</i>	APPEAL DISMISSED
3/26/0398/HH	3/26/0398/HH The Croft Nether Street: Roof alterations and extensions; replacement gable roof with 2 x dormers to front and 3 x dormers to rear. Construct storm porch and single storey front, side and rear extensions. Demolish existing rear extension and conservatory.	Awaited
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
3/25/0480/OUT	Land South of Levenage Lane: Outline planning for 8 houses	Awaited

3/24/1495/FUL	Land at Bourne Lane: Change of use of land to a glamping site APPEALED Reference: 25/00043/REFUSE	Appeal Awaited
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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: Update on ongoing concerns and action regarding the land and access in question.

26.052 Finance

1. To receive report on the Council's finances at year-end, 31st March 2026
2. To approve bank reconciliation at year-end, 31st March 2026
3. To receive 2025/26 financial performance against budget at year-end, 31st March 2026
4. To approve list of orders for payment
5. **Annual Governance and Accountability Return (AGAR) 2025/26**
 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 **Wednesday 1st July**

26.053 **Village archive:** Update on Rackline order and other work

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

26.055 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
 3. Grasscutting payment for 2025/26: clarify whether to be paid
4. **Closed Churchyard:** 1. To receive report

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

1. **Footpaths and Public Rights of Way**
 1. Update: 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. Railway Bridge wall update
3. **Other parish matters and concerns:** to consider any matters raised
 1. **Nether Street railings repair:** update, including possible repair costs
 2. **Defibrillator management:**
 1. Reported damage to cabinet: update on affixing new door
 3. **Any other issues**

26.057 **Benningfield Green:** To consider any issues, including damage caused by vehicles

26.058 **Change to .gov.uk domain and email:** update on councillors' email addresses being operational

26.059 **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

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

26.061 **1. Date of next Meetings: all in the Village Hall at 7.30pm**
7th July; 8th September; 3rd November; 5th January 2027

Correspondence list for Agenda item 26.054 - for information only (refer to specific agenda items for action)

- Cllr E Buckmaster: Arrangements for River Crossing Roadworks at Gilston/Eastwick Lodge
- National Allotment Society request to complete national local authority survey
- Kevin Steptoe EHC: Gilston Area Community Forum - Tues 12 May
- Parishioner: information re E/24/0211/ENF Youngs Little Acre
- HCC: Road closure notices

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)