

# BAYFORD PARISH COUNCIL

## Minutes

Confidential

LOCATION

Bayford Village Hall

DATE

29th April 2024

PURPOSE OF MEETING

Annual Parish Council Meeting

PRESENT

Michael Wainwright (Chair), Alan Fitzjohn, Bob Orme, George Rowley, Oliver Riley, Christopher Orme, Ken Crofton HCC councillor and Maggie Broomer (clerk), 18 members of the public

CIRCULATION

Above listed

ITEM	MINUTE	ACTION
<b>1.0</b>	<b>Apologies</b>	
1.1	Bob Deering	Noted
<b>2.0</b>	<b>Nominations and Elections of Chair and Vice Chair</b>	
2.1	Chair – Mike Wainwright Proposed by – Alan Fitzjohn Seconded by – George Rowley Vice Chair – Alan Fitzjohn Proposed by – Mike Wainwright Seconded by – Chris Orme This was carried unanimously	Noted
<b>3.0</b>	<b>Minutes of the Previous Meeting</b>	
3.1	Minutes of the previous meeting were sent out to all Councillors beforehand, having been agreed they were signed by the Chair.	Noted
<b>4.0</b>	<b>Matters Arising</b>	
4.1	BHNCC – new lease now drawn up and awaiting signature from the Chair of BHNCC J. Slater. Term of lease changed to 25 years. The plan is to advertise and run more events to encourage new younger members. The new lease will be posted on our website when signed.	Noted
<b>5.0</b>	<b>Finance</b>	
5.1	Payments since last meeting	Noted
	Everard Cole – Valuation of Baker Arms	£1800.00
	Glendale Grounds – grass cutting – January	£198.00
	Glendale Grounds – grass cutting – February	£198.00
	Glendale Grounds – grass cutting – March	£198.00
	Litter picking – Jan – Feb	£148.02
	HCC Traffic Survey	£665.00
	Essex and Herts Air Ambulance Donation	£100.00
	Clerks Salary	£450.00
	Litter Picking – March	£74.01
	Glasses and Wine for Parish Assembly – M.Broomer	£48.00

ITEM	MINUTE		ACTION
	Balances – 28 <sup>th</sup> March 2024		
	Current Account -	£17,396.70	
	Business Savings Accounts -	£2837.04	
		£846.55	
5.2	Precept may need to be increased in the next financial year if prices continue to rise.		Noted
5.3	The Risk Assessment and Asset Register were sent out to all councillors. They were approved and thereby passed as correct.		Noted
5.4	The end of year accounts were sent out to all councillors prior to this meeting and were approved and signed by the chair at this meeting.		Noted
5.5	<b>Audit</b> The following documents as required by our external auditor were filled in and signed at the meeting:- Certificate of Exemption Section 1 of the Annual Governance Statement Section 2 Accounting Statement These will now be passed to David Sitwell our Internal Auditor.		MB
5.6	The Asset Register for 2023/4 – new items added in this financial year - a memorial bench and plaque and a coronation tree and plaque.		Noted
5.7	Our annual insurance documents have been received for £509.89 an increase of £89.54. This was agreed .		MB
<b>6.0</b>	<b>Planning</b>		
6.1	Bayford Hall Farm - Partial change of use from B&B class C1 to a commercial use – beauty salon class E business. Alterations to fenestration – permission granted.  Holly Cottage, Lower Hatfield Road – Change of use and conversion of garage and stable buildings to form 2 new dwellings, , laying out of access and turning areas, car and cycle parking, bin storage and gardens, landscape planting and ancillary development – status ongoing.  28 Ashdene Road – conversion of garage to habitable space with replacement door. Thermal wall upgrade to existing workshop and storage buildings. .Insertion of UVPC windows into existing boarded openings. Replacement doors – permission granted.  1A Broad Green Wood – Demolishing a conservatory and erecting a single storey rear extension – status ongoing.  Place Farm – removal of condition 11 from original planning approval to allow the insertion of internal steps necessary for the difference in site levels – status ongoing.  The Riverside Garden Centre – new vehicle access and crossover – status ongoing.  The Lodge Stocking Lane – part demolition and replacement barn structures, extensions to the north west and east elevations. Creation of patio and landscaping – status ongoing.  The Vicarage – Removal of conservatory conversion and reconfiguration of existing garage with additional link to house. Existing annexe converted into carport and existing garage section retained – status ongoing.		Noted

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<b>7.0</b>	<b>Clerks Notices</b>	
7.1	A letter of thanks has been received from Essex and Herts Air Ambulance for our donation of a £100.	Noted
<b>8.0</b>	<b>Any Other Business</b>	
8.1	Rose triangle Alterations to the edging – KC reported that finance for this may come under the Police and Crime Commissions Safety Fund with no charge to BPC. A costing is awaited from Hope Merriman Herts Highways.	Noted
8.2	Bells Wood EHDC Enforcement team are internally seeking advice. Work has stopped. Planning permission not found yet, the site has a licence but needs planning application. Right Move had offered the homes as freehold although there is some question mark over this. Forestry Commission not very helpful only quoting figures for the size area of trees that can be felled each year – 5cu/m per ¼ of year. Entrance gates need planning consent. EHDC TPO turned down our concerns.MW to pursue this again. House is derelict and there are plans to rebuild it subject to a planning application/approval. Letter to be sent to Head of Planning by MW together with one from Little Berkhamsted PC.	Noted/M W
8.3	Friends of Baker Arms Model Rules for Community Benefit society to be on website for public viewing. It was suggested a drawing for public to view of plans re the future of the site – this will become available when negotiations are in the final stages with McMullens. Flyers re Community Share Offer now distributed to all residents in the village. The new footpath will have sympathetic lighting appropriate to neighbouring residents. There is now an urgency for Expression of Interest forms to be filled in re the shares.  Right of Way It is not practical now to apply legally for a public ROW, which can take several years and would have to be on the current line. Once the process is started it can't be stopped. A permitted ROW would be easier to set up. It will be 2m wide. McMullen would oppose the legal route.	Noted
8.4	Ashdene Road Road closure from Bucks Alley to White Stubbs Lane from 7 <sup>th</sup> – 10 <sup>th</sup> May for main water pipe replacement.	Noted
8.5	Willow Corner Residents Car Park Is flooding every time there is a lot of rain due to blocked drains.	Noted
8.6	Bayford Station Car Park There are concerns now over the difficulty getting a parking space after 9am on a weekday. Some cars are parking on the verge of the main road. The police are monitoring the situation as oncoming traffic does not have clear vision of parked vehicles.	Noted

ITEM

MINUTE

ACTION

**9.0**

**Date and Time of Next Meetings at 8pm Village Hall on Mondays**

29<sup>th</sup> July  
23<sup>rd</sup> September  
25<sup>th</sup> November

**Meeting ended at 9.40 pm**

**Signed**.....

**Date:**.....