

BAYFORD PARISH COUNCIL

Minutes

Confidential

LOCATION

Bayford Village Hall

DATE

11th May 2026

PURPOSE OF MEETING

Annual Parish Council Meeting

PRESENT

Michael Wainwright (Chair), Alan Fitzjohn, Bob Orme, Christopher Orme, and Maggie Broomer (clerk), 3 members of the public

CIRCULATION

Above listed + George Rowley, Ken Crofton, Bob Deering & Oliver Riley

ITEM	MINUTE	ACTION
1.0	Apologies	
1.1	Ken Crofton, Bob Deering & George Rowley	Noted
2.0	Nominations and Elections of Chair and Vice Chair	
2.1	Chair – Mike Wainwright Proposed by – Alan Fitzjohn Seconded by – Bob Orme Vice Chair – Bob Orme Proposed by – Chris Orme Seconded by – Jamie Shawyer These appointments were carried unanimously	Noted
3.0	Minutes of the Previous Meeting	
3.1	Minutes of the previous meeting were sent out to all Councillors beforehand, having been agreed they were signed by the Chair.	Noted
4.0	Matters Arising	
4.1	Path to station – MW emailed to ask Hope Merriman of Herts Highways HCC if they could contribute to this work and we are awaiting a response. AF spoke to Clive Nicholls farmer and owner of the field running alongside the road on the right hand side and he was ok with this path providing he still had access to his field gate. It has been proposed to put type 1 on a narrow path from the pub to round the bend initially. BPC would fund this work. Cost not known yet.	Noted
4.2	Renew white lines around the rose triangle – this has been reported to HCC but no action yet.	Noted
4.3	Robert Sheriff contacted MW re an overhanging oak tree on Bayford Lane just before Broad Green this has been reported on HCC website.	
4.4	AF has looked at the bulb reported not working at Fourways and he needs to return in the dark as here were 4 bulbs in situ.	AF
5.0	Finance	
5.1	Payments since last meeting	Noted

ITEM	MINUTE		ACTION
	Glendale Grounds – grass cutting – Jan	£212.59	
	“ - Feb / March	£425.18	
	“ - April	£212.59	
	Litter Picking – Feb	£74.01	
	Litter Picking – March / April	£148.02	
	“ -May	£74.01	
	Herts Building Preservation. Trust	£20.00	
	Clerk’s salary	£505.50	
	Balances – 30th April 2026		
	Current Account -	£11808.44	
	Business Savings Accounts -	£2914.11	
		£869.54	
	Income – Precept - £2490.50 – April 2026		
	- Bayford CC - £30.00		
5.2	The Risk Assessment and Asset Register were sent out to all councillors. They were approved and thereby passed as correct.		Noted
5.3	The end of year accounts are currently being prepared and will be sent out to all councillors on completion. The Annual Internal Audit Report and Annual Governance Statement will be signed and minuted at the next meeting. David Sitwell has agreed to be our external auditor again.		Noted
5.4	Audit The following document as required by PKF Littlejohn our external auditor was filled in and signed at the meeting:- Certificate of Exemption		MB
5.5	Our annual insurance documents have been received for £611.20 a decrease from last year of £34.00. This was agreed .		MB
6.0	Planning		
6.1	9 Broad Green Wood - Erection of first floor rear extension, demolition of existing conservatory and replacement with a single storey rear extension, infilling of garage door and erection of air source heat pump – permission granted. Bucks View – construction of a detached garage with car port and barn to support the use of the land as a family smallholding together with change of use of land to form a residential garden – status ongoing. Lodge farm - Land adj. to the Stables and Denzils Barn Epping Green – permission was refused now the applicant has appealed to the Secretary of State – status ongoing. Baker Arms – partial conversion of the public house land to a 2 bedroom house, alterations to the listed building and all other associated works – permission refused.		Noted

ITEM	MINUTE	ACTION
	54 Bayford Green – demolition of side extension and erection of single storey side extension – status ongoing. New amendment to include landscaping work. - Original application is approved	
	2 Tudor Manor Farm Cottages – permission was refused now the applicant has appealed to the Secretary of State - status ongoing.	
	Riverside Garden Centre – demolition of vacant greenhouses and offices, construction of 3 padel courts and a 18 hole adventure golf course – status ongoing.	
7.0	Clerks Notices	
7.1	Bayford School proposed invoice – It was agreed to give a donation to the school of £500 half their original estimate. It was felt parents of the school children could be encouraged to help and this would include trips to the recycling centre and BO has offered to help with some of this. AF would provide some of the materials.	BO/AF/M B
7.2	Willow Corner and School pond update – work was carried out on the village pond earlier this year by the councillors – cleaning the pond and putting the fence up. School pond to be tidied up after end of August.	Noted
7.3	Crime report sent to us by our PCSO for Bayford :- March - Possession of an offensive weapon and class A drugs April – Fly tipping in the road Bayford Lane.	Noted
7.4	An email has been received from Neil Morris – village hall chair asking for an annual donation of £1000 to support the running costs of the hall. MW is going to ask for a copy of the financial report for the hall together with details of any projects taking place in the next year. It will then be decided which is better a lump sum when required for any projects that are taking place or an annual donation.	MW
8.0	Any Other Business	
8.1	Bells Wood Following the teams meeting recently when SS and planning were perceived to be more positive and going in the right direction it was felt an update would have by now been received. BD chased this a few days ago but no response as yet. There is now new planting around the entrance in Bucks Alley.	Noted
8.2	Baker Arms – as seen under planning the application has been refused by EHDC Planning Dept. It is now a case of waiting to see what McMullens next move will be.	Noted
8.4	BO has strimmed around the triangle at the top of Bucks Alley with its junction to Ashdene Road.	Noted
9.0	Date and Time of Next Meetings at 8pm Village Hall on Mondays	
	6 th July 14 th September 16 th November	
	Meeting ended at 8.55 pm	

Signed.....

Date:.....