

BAYFORD PARISH COUNCIL

Minutes

Confidential

LOCATION

Bayford Village Hall

DATE

28th April 2025

PURPOSE OF MEETING

Annual Parish Council Meeting

PRESENT

Michael Wainwright (Chair), Alan Fitzjohn, Bob Orme, George Rowley, Christopher Orme, Ken Crofton HCC councillor, Bob Deering EHDC Councillor and Maggie Broomer (clerk), 3 members of the public

CIRCULATION

Above listed + Oliver Riley

ITEM	MINUTE	ACTION
1.0	Apologies	
1.1	None	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 – Alan Fitzjohn Seconded by – George Rowley This was carried unanimously	Noted
3.0	Minutes of the Previous Meeting	
3.1	Minutes of the previous meeting were sent out to all Councillors beforehand, item 4.2 should read BD. Having been agreed they were signed by the Chair.	Noted
4.0	Matters Arising	
4.1	Path to station - grass verge has now been flattened and brambles cut out from hedge enabling villagers walking to station having an area off road to walk. It was proposed to put Type 1 on verge. Thanks to AF who will also oversee this.	AF/Noted
4.2	Possible projects this year – war memorial needs cleaning – MW to find out more details. Phone box needs maintenance – BO to look into this	MW/BO
5.0	Finance	
5.1	Payments since last meeting	Noted
	Glendale Grounds – grass cutting – January	£206.40
	Glendale Grounds – grass cutting – February	£206.40
	Glendale Grounds – grass cutting – March	£206.40
	Litter picking – February & March	£148.02

ITEM	MINUTE		ACTION
	Direct Debit to Zen Internet - February	£7.79	
	“ March	£7.79	
	Les Swain – rose triangle	£375.00	
	HCC Playfield	£2.00	
	EHDC Returning Officer	£54.15	
	Clerk Salary	£500.00	
	Balances – 31st March 2025		
	Current Account -	£17546.96	
	Business Savings Accounts -	£2879.14	
		£856.12	
5.2	The Risk Assessment and Asset Register were sent out to all councillors. They were approved and thereby passed as correct. ! item was added as new to the Risk Assessment – re safety when litter picking.		Noted
5.3	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
5.4	Audit 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
5.5	Our annual insurance documents have been received for £645.07 an increase from last year of £135.18. This was agreed .		MB
5.6	Grass cutting contract is now for this coming year £212.49 an increase of £6.09. This was agreed.		MB
6.0	Planning		
6.1	1A Broad Green Wood – Demolition of gazebo and erection of single storey rear extension with roof light. Bi-fold doors to rear elevation – permission granted 11 Broad Green Wood - .insertion of dormer window and creation of Juliet balcony at rear – status ongoing. Bucksbury Farm – enforcement appeal to Secretary of State re unauthorised demolition of barn and subsequent construction. Currently under judicial review. Lodge Farm – removal of condition 5 and changed to change of use and conversion to 3 holiday dwellings and removal of condition restricting occupation – permission refused 6A Broad Green Wood – demolition of rear conservatory, single storey side extension, first floor front extension – status ongoing.		Noted

ITEM	MINUTE	ACTION
7.0	Clerks Notices	
7.1	Rubbish Bin – EHDC are unable to provide us with a larger bin as there is a shortage. When one becomes available we will receive it. BD to chase this..	BD
7.2	Email Account – new PC email addresses are now available for all councillors and clerk. MW to send out details to all on how to set this up.	MW
7.3	New trees in Playing field – BPC does not fit within the grant schemes currently offered by HCC so we are unable to get any trees. It was suggested that we buy our own in the Autumn from Panshanger Nursery using BD's contact.	Noted
7.3	Land behind 4 & 4A Ashdene Road – the response has now been received from the EHDC's estates surveyor re extending car park on to this land for the school – they stated that the council wish the land to remain licensed as per its current use and do not consent to it being used as a car park.	Noted
7.4	MB asked that any planning applications sent out to councillors for their comments- please could they send a response even if there is no objection.	ALL
8.0	Any Other Business	
8.1	Bells Wood A Teams meeting has been scheduled between EHDC Planning, Bayford PC and Little Berkhamsted PC via Teams on Thursday 15 th May at 2pm. An agenda and written statement in advance of the meeting has been requested. All councillors except OR have confirmed attendance. GR and CO to prepare comments and a possible presentation. Possible meeting beforehand between to 2 PC's.	ALL
8.3	The Stables – it was reported that there appear now to be over 20 static caravans on the site.	Noted
8.4	Land on B158 MW to compose an email to EHDC Enforcement as the site now appears to be used more regularly and has increased in size, MB to forward the email to the relevant person at EHDC.	MW/MB
8.5	Sara Walduk – publicity - re the village hall celebration of VE Day on Monday 5 th May from 4-8pm.	Noted
8.6	Litter Picking – thanks to all who attended. Thanks also to Paul Curson and Bob Deering's wife who collect litter during the year from the grass verges. During the litter picking this year there was one unusual item collected and this required the local police to collect it. There is a litter picking stick left in the bus shelter.	Noted
8.7	GR has suggested that there is a map drawn of all the ponds in the village area and maybe as a project 1 a year is restored.	ALL
9.0	Date and Time of Next Meetings at 8pm Village Hall on Mondays 21st July 15th September 24 th November Meeting ended at 9.35 pm	

Signed.....

Date:.....