

# WHADDON PARISH COUNCIL

## PARISH COUNCIL MEETING

Draft minutes of the Whaddon Parish Council Meeting  
at Whaddon Village Hall, Church Street, Whaddon, SG8 5RY.  
on 22<sup>nd</sup> May 2023 at 7.30pm

Present: Chairman L Ginger  
Councillors N Strudwick, W Elbourn, A Birch,  
J Hart.  
Parish Clerk A Bridges  
Members of the Public Three.

1. **Election of the Chair of the Parish Council**  
It was proposed by Cllr Hart and seconded by Cllr Elbourn that Cllr Ginger should be Chairman of the Parish Council. All agreed.
2. **Election of the Vice-Chair of the Parish Council**  
It was proposed by Cllr Birch and seconded by Cllr Elbourn that Cllr Strudwick should be Vice Chairman of the Parish Council. All agreed.
3. **Apologies for Absence** – Cllr Townsend and Cllr Hales all gave their apologies. County Councillor S van de Ven gave her apologies as she was attending another meeting.
4. **Receiving Declarations of Interest from Councillors on items on the agenda** – none.
5. **Approval of Minutes** – to resolve that the minutes from the Parish Council Meeting of 17<sup>th</sup> April 2023 are a correct record.  
This were agreed by all and signed by the Chairman.
6. **Reports from Clerk and Councillors – to receive updates about progress on resolutions and actions from previous Parish Council meetings.** The Chairman confirmed that the new dog waste bins have now been installed by the handyman in the recreation ground and on the verge on Church Street.  
The Annual Parish Meeting was well attended and those who presented at the meeting were thanked.  
The Coronation event was also enjoyed by many, and the Committee were thanked for their work.  
The bus timetable has been replaced in the bus shelter after this was previously stolen.
7. **Public participation** – A resident confirmed that the Dyers Green verge had been fully cut back last week by the contractor, and this should be only cut back by 1m to allow for wildflowers.
8. **Reports from District and County Councillors** – None.
9. **Delegation Arrangements to Standing Committees (Planning Committee)**
  - 9.1 Review of Terms of Reference for Planning Committee – agreed with no changes.  
Receipt of nominations to the Planning Committee – this was confirmed to remain as consisting of: Cllr Birch, Cllr Elbourn, Cllr Hart and Cllr Ginger with D Grech as a non-Parish Councillor committee member.
10. **Review of Parish Council Standing Orders** – agreed with no changes.
11. **Review of Financial Regulations** - agreed with no changes.
12. **Review of Parish Council representation or work with external bodies and arrangements for reporting back:** (a) Whaddon Village Hall & Recreation Ground Trust.

Cllr Birch confirmed that she would continue with this role until July. The Chairman asked if this item could be discussed again in the July Parish Council meeting. The Chairman asked the Parish Council if they would like to continue with two Parish Council nominations to the Village Hall Trust and this was agreed by all.

**13. Review and confirmation of insurance cover**

The Clerk confirmed the Parish Council is insured with Zurich insurance.

**14. Review of Parish Council's and/or Clerks memberships of other bodies.**

The Clerk confirmed that the Parish Council are members of the SLCC and CAPALC.

**15. Review of assets – this has been updated.**

**16. Review of Parish Council's Procedures:**

**16.1 Complaints Procedure** - These were reviewed with no changes.

**16.2 Requests under Freedom of Information Act 2000** – These were reviewed with no changes. Clerk to send an up-to-date version to Cllr Strudwick for the website.

**16.3 Data Protection Policy** – These were reviewed with no changes.

**16.4 Dealing with the Press/Media** - These were reviewed with no changes.

**16.5 Code of Conduct** - These were reviewed with no changes. Clerk to send an up-to-date version to Cllr Strudwick for the website.

**16.6 Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972**

The Parish Council spent £130 in the last financial year.

Cllr Strudwick asked if the Tree Policy would be reviewed, and the Tree Officer agreed to do this. Cllr Strudwick also requested that the Equal Opportunity policy be reviewed at a later date.

**17. Setting dates, times, and place of ordinary meetings of the full Parish Council for 2023/24**

The Parish Council agreed to meet on the second Monday of each month at 7.30pm in the Village Hall, except August and December.

**18. Planning update:**

ii) **23/01526/HFUL**. Two storey side extension, single storey rear extension and internal alterations to existing dwelling following the demolition of existing outbuildings; demolition of existing outbuilding and erection of a new garage outbuilding. 132 Bridge Street, Whaddon. This was approved by the Planning Committee.

ii) **23/01502/PIP**. Erection of up to 4 No. dwellinghouses. Land On the Southeast Side Of Church Street, Whaddon. This was rejected by the Planning Committee.

iii) **23/01458/PRIOR**. Change of use of the existing commercial buildings at College Farm, Whaddon from a use falling within Class E (commercial, business and service) to Class C3 (dwellinghouse) to deliver 4 No. residential dwellings comprising 1 No. 1 bed, 2 No. 3 bed and 1 No. 4 bed dwellings. College Farm, Church Street, Whaddon. This was approved by the Parish Committee.

To consider an application for a Mobile Street Trading Consent for A Slice of Price to trade monthly at Whaddon Golf Club. No objections from the Parish Council.

**19. Finance and Annual Return:**

**19.1** Approval of payments to be signed today:

- Zurich insurance - £351.11
- SLCC membership - £111
- Staff wages and expenses - £492.61
- Herts and Cambs Ground Maintenance (3 rec cuts and roll and silt of rec) - £906
- Coronation DJ hire contribution (shared with the WVH&RGT) - £250. Clerk to deduct £125 for the next VH&RGT grant application.

- Glasdon (2 dog waste bins) - £367.64
- Printworks – printing of Parish Plan £399
- Whaddon News - £258
- Whaddon Village Hall & Recreation Ground Trust - £1,171.43
- Items added to the meeting to avoid late payment:
- Herts and Cambs Grounds Maintenance – grass and verge cut – £294

**19.2 To review and approve Section 1 ‘Annual Governance Statement 2022/23’ of the Annual Governance and Accountability Return.**

These were discussed and agreed by all.

**To review and approve Section 2 ‘Accounting Statements 2022/23’ of the Annual Governance and Accountability Return.**

These were discussed and agreed by all. The Chairman signed the AGAR form.

- 21. Whaddon Village Hall & Recreation Ground Trust update.** Cllr Birch confirmed that they were waiting for a date from Online Playgrounds to start the playground repairs. Cllr Birch also stated that the film nights will resume in September and the village fete will be on July 8<sup>th</sup>.
- 22. Village Upkeep and Maintenance** - Reporting of upkeep or maintenance issues and agreement of actions. None.
- 23. End of meeting**  
The meeting ended at 8.40pm

The next meeting will be held on June 12<sup>th</sup>.