

Whaddon Parish Council – Annual Parish Council Meeting

Minutes of the meeting held on Monday 18th May 2026

Present: Cllr Deborah Townsend (DT) (Vice Chair), Cllr Will Elbourn (WE) (Chair), Cllr Ben Fairclough (BF)

In Attendance: No members of the public; Clerk (apologies received)

1. Election of Chair

It was proposed by DT and seconded by BF that WE to be elected Chair for the forthcoming year.

Resolved: WE was elected Chair.

2. Election of Vice-Chair

It was proposed by WE and seconded by BF that DT to be elected Vice-Chair.

Resolved: DT was duly elected Vice-Chair.

3. Apologies for Absence

Apologies were received and accepted from the Clerk, Cllr D.S. and Cllr J.H.

4. Declarations of Interest

No declarations of interest were made.

5. Approval of Minutes of Previous Meeting

The minutes of the meeting held on 13 April 2026 were approved as a true and accurate record.

WE will sign the minutes.

6. Clerk's and Councilors' Reports

Updates were received as follows:

No response regarding the land at St Mary's.

No response from the Council regarding the post for the MVAS.

No progress on the .gov email addresses.

7. Public Participation

No members of the public were present.

8. Reports from District and County Councilors

No reports were received.

9. Planning Committee

It was agreed that JH and DS will continue to serve on the Planning Committee, along with WE.

10. Review of Standing Orders

Nothing to change. NS to be removed as signatory from the banking as has left the Parish Council

11. Review of Financial Regulations

Not discussed

12. Review of Representation on External Bodies Including: a) Whaddon Village Hall & Recreation Ground Trust

This has been put on hold until the two vacancies have been filled.

13. Review and Confirmation of Insurance Cover

This has been confirmed with Zurich insurance

14. Review of Memberships of Other Bodies

Members of CAPALC and Clerks membership SLCC

15. Review of Council Assets

Assets have changed to add dog waste bins – Clerk to update website

16. Review of Council Policies and Procedures

- a) Complaints Procedure**
- b) Freedom of Information Act 2000 Requests**
- c) Data Protection Policy**
- d) Media and Press Policy**
- e) Code of Conduct**
- f) Co-option Policy**
- g) Expenditure under Section 137 of the Local Government Act 1972**

Clerk to update dates of policies and procedures on website

17. Schedule of Meetings for 2026/27 To agree dates, times, and venue for future meetings.

Meetings to continue on first Monday of the Month except August and December

18. Sustainable Whaddon – Verge Management

Agreed suggested verge management plan devised by David Grech

WE and the Clerk to discuss Biodiversity plan with a review in 18 months.

19. Whaddon Village Hall & Recreation Ground Trust Update

No update received.

20. Village Maintenance and Upkeep

Discussed the planting of bulbs in areas where verges are being driven on. WE to look at the safety of the electricity cover outside 10 Bridge street as concerns that it may pose a risk in future.

Two more No Parking signs for the grass outside Ridgeway close to be looked into

21. Finance i) To review and approve the Annual Governance Statement 2025/26 (AGAR) ii)

This was agreed and WE to sign.

To approve the following payments:

- Herts & Cambs (3x Recreation Cuts) – £306.00
- Staff Wages – £536.64