

BAYFORD PARISH COUNCIL

Minutes

Confidential

LOCATION

Bayford Village Hall

DATE

26th April 2023

PURPOSE OF MEETING

Annual Parish Council Meeting

PRESENT

Michael Wainwright (Chairman), Alan Fitzjohn, Bob Orme, and Maggie Broomer (clerk), 4 members of the public

CIRCULATION

Above listed + George Rowley, Jane Honeyman, Ken Crofton, Linda Haysey

ITEM	MINUTE	ACTION
1.0	Apologies	
1.1	George Rowley, Jane Honeyman and Linda Haysey	
2.0	Nominations and Election of Chairman and Vice Chairman	
2.1	Chair – Mike Wainwright Proposed by – Alan Fitzjohn Seconded by – Bob Orme Vice Chair – Alan Fitzjohn Proposed by – Mike Wainwright Seconded by – Bob Orme Both positions carried unanimously. Jane Honeyman has notified the Chair that she is stepping down as councillor at the May elections. Thanks to her from the Chair for her time as a councillor and for all her hard work on road safety that is still ongoing with no conclusions as yet.	Noted
3.0	Minutes of 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
	Matters Arising	
	Coronation tree and memorial bench now at AF's. Plaque for the bench due next week. Positions of both items yet to be decided. It was thought a good idea to have both items in place for the Village Coronation Lunch on May 7 th May.	Noted
4.0	Finance	
4.1	Payments made since last meeting:	
	Glendale Grounds – grass cutting – January	£180.00
	Glendale Grounds – grass cutting – February	£180.00
	Glendale Grounds – grass cutting – March	£180.00
	Litter Picking – October – March	£444.06
	Clerks Salary	£450.00

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	Balances – 31ST March 2023	
	Current Account -	£20.876.66
	Business Savings Accounts -	£2803.29
		£836.48
	Payments in since last meeting	
	EHDC Precept	£2490.50
4.2	The Risk assessment and Asset Register were given to all councillors. They were approved and thereby passed as correct.	Noted
4.3	The end of year accounts were sent out to all the Councillors prior to this meeting and were approved and signed by the chair at the meeting.	Noted
4.4	Audit The following documents as required by our External Auditor were filled in and signed at this meeting:- Certificate of Exemption Section 1 of the Annual Governance Statement and Section 2 Accounting Statement These will now be passed to David Sitwell our Responsible Financial Officer for completion.	Noted
4.5	The asset register for 2023/4 will have the new additions of the bench, tree and plaque.	
4.5	Our annual insurance renewal documents have been received at an increase of £70 from last year. All councillors agreed to the renewal of this insurance with BHIB.	MB
5.0	Planning	
	Old Playground – erection of 1 detached dwelling house – permission granted.	
	Bayford Hall Farm – change of use of agricultural land to archery range, 25 parking spaces, wooden clad storage shed, toilets and solar panels – status ongoing	
	14 Ashdene Road – installation of rear UPVC conservatory – permission granted.	
	Ashdene Farm - Demolition of single storey side /rear projection. Construction of 2 storey and part single storey side extension, new single storey side orangery extension – permission refused.	
	Bucks Farm - Change of use of an agricultural building to use class C3 for 1 small dwellinghouse and 1 large dwellinghouse, provision for 3 parking spaces with an outdoor amenity space – prior approval is required and granted subject to conditions.	
	9 Broad Green – single storey rear extension – status ongoing.	
	The Snowdrops – Erection of single storey front extension. Single and 2 storey rear extensions – status ongoing.	
	The Snowdrops – proposed replacement front walls, gates and railings – status ongoing.	
	18 Well Row – 2 proposed outbuildings to provide a gym and office. Demolition of	

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	garage – status ongoing.	
6.0	Clerks Notices	
6.1	14 Well Row – the change of use of stables to an Airbnb property has been referred to EHDC Enforcement Team as to whether change of use permission is required. An update has also been requested re the large wooden structure that was erected a few years ago.	Noted
6.2	BPC has received a notification from Alex Swanston of HCC Countryside and Rights of Way Service re the verges in Ashdene Road. He has been requested to make some of the verges common land. This has not been resolved yet as there are various possible owners of some of this land.	Noted
6.3	Baker Arms – an email has been received from Tom McMullen who has noted in our last minutes there were extensive discussions re making the pub a community asset. No decision has as yet been decided by BPC - MW to notify him of this.	MW
7.0	Any Other Business	
7.1	The Stables – the major excavations have been referred to the Enforcement team. A site visit was due. Awaiting further feedback.	
7.2	The new opening on to B158 from a plot of land in Bayfordbury – referred to enforcement team – awaiting update.	
8.0	Date and Time of Next Meetings at 8pm Village Hall on Wednesdays	
	19 th July 20 th September 29 th November	
	Meeting ended at 9.20 pm	

Signed.....

Date:.....