



Wigginton Parish Council

Annual Meeting Agenda

Date: Tuesday 17th May 2022

Time: 8pm

Location: Wigginton Village Hall

Notice of the Annual Meeting of Wigginton Parish Council

Notice is hereby given that an annual meeting of Wigginton Parish Council will be held on Tuesday 17th May 2022 at 8 pm for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Gosia Turczyn, Clerk to the Parish Council
11.05.2022

AGENDA

- 1. Election of Chairman and signing of Declaration of Acceptance of Office.**
- 2. Election of Vice Chair.**
- 3. Apologies for absence to be considered and approved by the Council.**
- 4. Declarations of Interest and Dispensations.**
- 5. Public Participation (max 15 minutes).**
- 6. Hertfordshire Police – report from PCSO.**
- 7. Approval and signing of minutes from Wigginton Parish Council meeting held on 19th April 2022.**
- 8. Council to approve Code of Conduct.**
- 9. Council to approve Standing Orders.**
- 10. Council to approve Financial Regulations.**
- 11. Council to approve Financial Management and Risk Assessment.**
- 12. Council to approve Asset Register.**

13. Roles and Responsibilities.

Council to review and approve.

14. Wigginton Community Projects.

14.1 Planting Trees project – if update.

14.2 Big Picnic – if update.

14.3 Wigginton Ultrafast Broadband – if update.

15. Warden's Report.

Council to discuss matters arising.

16. Council to approve recommendations put forward by the Chairman and Vice Chair following Clerk's appraisal.

17. Clerk's Report and Correspondence.

17.1 BHIB Councils Insurance. Council to approve renewal at the cost of £507.23

17.2 Council to consider replacing the noticeboard outside of the Village Hall and agree arrangements for disposal of the old noticeboard.

17.3 McAfee Anti-Virus Subscription. Council to approve 2-year subscription at a cost of £64.99

18. Play Area, Recreation Ground and Sports Filed.

18.1 Update on the gate from the car park to the sports field.

18.2 To discuss lock on the Recreation Ground gate.

18.3 Council to appoint working party for the Play Area resurface and fence project.

19. Finance.

19.1 To review the accounts that were circulated prior to the meeting including bank statements, bank reconciliation and monthly budget report.

19.2 To pass resolution to authorise payments that were circulated prior to the meeting.

19.3 Council to approve final accounts for Year End 31st March 2022.

19.4 Internal Audit arrangement.

20. Internal Controls.

20.1 Council to adopt Safeguarding Policy.

20.2 Council to adopt Equal Opportunity Policy.

20.3 Council to adopt IT administration Policy.

20.4 Council to adopt Terms of Reference for working parties.

21. EV Charging points.

Update from Cllr Maisiey.

22. Planning.

DECISIONS:

- 22/01010/TPO T1 - Modification to tree T2 - Modification to tree T3 and T4 - Modification to tree T5 - Fell tree All of the above work is for safety reasons (see attached Report). 1 Beech Park Wigginton Tring Hertfordshire HP23 6JF Granted

- 22/00664/FHA Garage Loft Conversion and Carport Extension Dunedin Chesham Road Wigginton Tring Hertfordshire HP23 6JE Granted Wigginton Parish Council
- 22/00761/FHA Martin Stickley Construction of gazebo and log store Hunters Quay Hemp Lane Wigginton Tring Hertfordshire HP23 6HF Granted

APPLICATIONS:

- 22/01154/FUL Conversion of existing barn into 2 no. residential dwellings with associated parking. Newground Barn Newground Road Tring Hertfordshire HP23 5FR
- 21/01095/FUL Proposed conversion of existing farmhouse to provide four number dwellinghouses with associated parking. Newground Farm House Tring Road Tring Hertfordshire HP23 5FR
- 22/01359/FHA Conversion of garage and construction of single storey rear extension to form annexe and roof alterations. 14 Osborne Way Wigginton Tring Hertfordshire HP23 6EN

23. Any Other Business.

Meeting closed.

Next meeting is on the 21st June 2022 at 8 pm in Village Hall

Website: www.wiggintonhertspc.org.uk