

WOOLMER GREEN PARISH COUNCIL

To Members of the Council

**You are summoned to attend the Annual Meeting of the Council on
Tuesday 14 May 2024 at 7.30 pm in the Village Hall, Hall Lane.**

AGENDA

- 1.1 To elect a Chairman for 2024/25.
- 1.2 To receive the Chairman's Declaration of Acceptance of Office.
- 1.3 To elect a Vice-Chairman for 2024/25.
- 1.4 To receive the Vice-Chairman's Declaration of Acceptance of Office.
- 1.5 To receive apologies of absence.
- 1.6 To review Registers of Interest.
- 1.7 To appoint councillors to the following specific responsibilities:
Village Hall, Hall Grounds, Finance, Planning, Environment, Transport,
Allotment Liaison, Young People Liaison, Staffing Committee, Community
- 1.8 To review Council's Standing Orders, Financial Regulations, policies & risk assessments.
- 1.9 To appoint an internal auditor for 2023/24.
- 1.10 To consider requests for dispensation and pecuniary & other interests on items on the agenda.
- 1.11 To receive petitions, comments and questions from the public.
- 1.12 To approve minutes of the Council Meeting on 12 March.
- 1.13 To note minutes of Annual Parish Meeting 16 April.
- 1.14 To receive reports on meetings & events attended by Councillors.
- 1.15 To receive correspondence.
- 1.16 **Planning** (*Cllr Dix & Horton*)
 - a) 6/2024/0980 46 New Road, Erection of single storey front extension, extension and alterations to front/side dormers, part single storey and part two storey rear extension, alterations to window and door openings following demolition of verandah.
 - b) 6/2024/0371/LAWP 6 Bridge Road, Certificate of lawfulness for hip to gable roof alteration, rear dormer window and front facing roof lights to facilitate a loft conversion.
 - c) 6/2024/0288/TPO 3 Woodlands Evergreen Close, Fell 2 x Ash Tree covered by TPO 105
 - d) 6/2023/2552/OUTLINE Land off London Road.
 - e) 6/2023/2433/FULL The Chequers 16 London Road.
- 1.17 **Hall** (*Cllrs Corke & Pinney*) & Grounds: (*Cllr Dix*)
 - a) To discuss Barleyfields Lease.
 - b) To approve Hall Hire Pricing Policy.
 - c) To receive a report on the weekly playground inspection.
 - d) To consider adding work to grounds contract.
 - e) To consider quote to reattach stop net.
- 1.18 **Finance** (*Cllr Hall*)
 - a) To receive and approve the payments for March/April - circulated.
 - b) To receive and approve the accounts & bank reconciliation for March/April – circulated
 - c) To receive internal audit report.
 - d) To approve the Annual Governance Statement 2023/24
 - e) To approve the Accounting Statement 2023/24
 - f) To approve the date of the Period of for the Exercise of Public Rights.
 - g) To Approve the date the Notice is to be published on the Councils website
 - h) To approve payments by BACS & CHAPS for 2024/25.
 - i) To report bad debts for 2024/25.
- 1.19 **Environment** (*Cllr Dix & Horton*) & Transport: (*Cllr Gribble*)
 - a) To receive update on puffin crossing.
 - b) To discuss Knebworth PC proposal for a Knebworth ring road.
 - b) To discuss other highways matters.
 - c) To consider a request to site bee hives on Parish Council land.
- 1.20 **Community** (*Cllrs Corke & Pinney*)
 - a) To receive a report on Wheels on Woolmer Green.
 - b) To receive update on Village Day.
 - c) To consider purchasing a PC mobile to participate in the crime reporting WhatsApp group.

- 1.21 To receive announcements. *(for information only)*.
- 1.22 To agree date of next meeting – Parish Meeting Tuesday 11 June at 7.30pm.
- 1.23 To exclude the press and public in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be discussed under item 1.24.
- 1.24 To discuss confidential issue.

Signed Clerk

Date: 9 May 2024

A handwritten signature in black ink, appearing to be 'J. P. P. P.', written in a cursive style.