

Notice is hereby given that the  
**HORMEAD**  
**ANNUAL MEETING of the**  
**PARISH**

Will be held on  
**Thursday 6<sup>th</sup> May 2021 at 7pm**

**Via ZOOM**  
**Meeting Number: 874 8449 0358**  
**Password: 143037**

## **Agenda**

1. Welcome
2. Apologies for absence
3. To receive and sign as correct the minutes of the Annual Meeting of the Parish held on Thursday 23<sup>rd</sup> May 2019 (no meeting took place in 2020 due to Covid - 19 pandemic)
4. To receive a review of the year 2019 to 2021 from the Chairman of the Parish Council
5. To receive reports from Parish groups and Hertfordshire Police
6. To receive the Parish Council Financial Report for the year ended 31st March 2021
7. Open Forum – Open session to receive questions and motions

Meeting called by

Cllr Jayne Denham, Chairman, Hormead Parish Council

19<sup>th</sup> April 2021

**NB: This is a meeting of the electorate and NOT a Parish Council meeting.**  
**All Local Government Electors within the Parish of Hormead are entitled to speak and vote on any motion accepted by the Chairman. All members of the public, whether voter or not, are welcome to attend the meeting, but only Hormead electors may participate.**

# Hormead Parish Council

Members are hereby summoned to attend the  
Hormead Annual Parish Council Meeting on

**Thursday 6<sup>th</sup> May 2021 at 7.15pm, Via ZOOM , Meeting Number: 874 8449 0358  
Password: 143037**

to transact the following business

*Public and press are welcome to attend, although under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, they may be excluded for the discussion of confidential business. Please note that Public participation is not permitted, except during the time designated for public comments.*

*Clerk's signature*

Signed: Jayne Denham, Chairman to Hormead Parish Council  
19<sup>th</sup> April 2021

Date: Monday

## AGENDA

*In accordance with the openness of local government bodies regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human rights Act, Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.*

*All elected councillors present must have signed their Declarations of Acceptance of office before the commencement of the meeting*

*The business for this agenda is dictated by statute and as set out in the current standing orders.*

### **Election of Chairman for the ensuing year**

### **Chairman to sign the Declaration of Acceptance of Office**

#### **Apologies for absence:**

- Councillors
- Other apologies

### **To consider the appointment of a Vice-Chairman for the ensuing year**

Note: Consideration of, or amendments to, any of the following may be deferred to a later meeting.

### **To review and consider the members and terms of reference for committees**

1. Staffing committee: Appointment of Committee Members and affirmation of Terms of Reference
2. To consider appointing a VHMC Representative

### **To review as appropriate the Financial Regulations**

### **To review Council's FOI Policy and Procedure, GDPR Policy and SAR Procedure**

1. (i) FOI Policy (ii) FOI Procedure
2. Publications scheme (ICO approved)
3. (i) GDPR Policy(ii) SAR Procedure
4. General Privacy Policy (GDPR)
5. Retention of documents and Records Policy (GDPR)

### **To review the Standing Orders**

These are to be rewritten to incorporate recent legislation and will be based on the New NALC Model

### **To review as appropriate the equality and Diversity Policy (statement of intent)**

### **Dates, times and place of meetings for the coming year**

Meetings to be held on the third Thursday of each month except August (s/O 14.2) December to be agreed.

**General Power of Competence (GPC)**

To consider that the Parish Council meets the qualifying conditions to be awarded the GPC and to RESOLVE that it be granted the General Power of Competence under the Localism Act 2011, ss 1-8. To be reaffirmed by a resolution at each subsequent Annual Parish Council Meeting during this term that the conditions were met at the time this resolution was passed on 6th May 2021

# Hormead Parish Council

Members are hereby summoned to attend the  
Hormead Parish Council Meeting on  
**Thursday 6<sup>th</sup> May 2021 at approx 7.30pm**  
**Via ZOOM**  
**Meeting Number: 874 8449 0358**  
**Password: 143037**

Following the Annual Council Meeting which commences at 7.15pm  
to transact the following business

*Public and press are welcome to attend, although under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, they may be excluded for the discussion of confidential business. Please note that Public participation is not permitted, except during the time designated for public comments.*

*Clerk's signature*

Signed: Jayne Denham, Chairman to Hormead Parish Council  
May 2021

Date: Thursday 20<sup>th</sup>

## AGENDA

In accordance with The Openness of Local Government Bodies Regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human Rights Act, the Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.

- **To receive and accept apologies for absence**
- **Declarations of Interest and dispensations**
  1. To receive declarations of interest from councilors on items on the agenda (including non-pecuniary, with the nature of the interest). Members should give due regard to the Disclosable Councillor Conflicting Interests notice at the end of this agenda). *To note Cllr Kevin Glogner's DPI in respect of payments to Landscape Concept Ltd, of which he is a director.*
  2. To receive members' written requests for dispensations for declarable interests (if any); and
  3. To discuss and vote on any requests for dispensation as appropriate.
- **To approve and sign Minutes of the Parish Council Meeting held on Thursday 15<sup>th</sup> April 2021**
- **Chairman's Announcements**
- **To consider appointment of new Clerk**
- **Vacancies:** To consider any co-option applications
- **Police Report** – Kevin has requested crime figures from Buntingford Police
- **Report by County and District Councillors:** To receive reports if they are present
- **Planning**

**New Planning Applications**

<b>3/20/2139/FUL</b> Gypsy and travellers resident application Plot 64 land opposite Mill View, Hare Street, Buntingford, Herts SG9 0DX	Awaiting Decision
<b>3/21/0017/FUL</b> Land Rear of 1 Stores Cottages, Hare Street, Buntingford, Herts. SG90EQ. Retrospective change of use to garden land.	Awaiting Decision
<b>3/21/0790/LBC</b> Hare Street House, Hare Street, Buntingford, Herts. SG9 0DY. Upgrading of internal first floor door openings by removal of existing and installation of new fire rated doors and linings. Removal of electric fire and imitation brick surround within lounge.	Awaiting Decision
<b>3/21/0780/CLXU</b> Land To South Of Howe Engineering Hare Street Buntingford Hertfordshire SG9 0DY. Use of a building as a separate self-contained residential dwelling house.	Awaiting Decision
<b>3/21/0459/ARPN</b> North End Farm, Hare Street, Buntingford. Herts SG90DY. Change of use of agricultural building C3 (residential), to create 1 dwelling	Awaiting Decision
<b>3/20/2630/FUL</b> Bulls Farm, Duck Street, Little Hornead, Buntingford, Hertfordshire SG90LZ Conversion of existing barn into dwelling	Awaiting Decision
<b>3/21/0338/FUL</b> Land to the west of Hare Street (Former Steelcraft Works) Hare Street Hertfordshire. SG9 0FA. Construction of 1 dwelling with detached garage.	Awaiting Decision
<b>3/21/0561/FUL</b> The Hollows. Land Adjacent to Horseshoe Lane Great Hornead, Hertfordshire. Erection of an L Shaped stable block and feed store with associated concrete base.	Awaiting Decision
<b>LPA Planning Appeal Ref: 21/00007/REFUSE</b> Land AdJ The Cottage, The Street, Little Hornead Hertfordshire. Erection of a 3 bedroom dwelling, relocation of garage, landscaping, parking and associated works.	Awaiting Decision of Planning Appeal
<b>3/21/0338/FUL</b> Land to the west of Hare Street (Former Steelcraft Works) Hare Street Hertfordshire. SG9 0FA. Construction of 1 dwelling with detached garage.	Awaiting Decision
<b>3/21/0661/HH</b> The Warren, Hare Street, Buntingford, Hertfordshire, Sg90DZ. Refurbishment and repair of original cottage, replacement of existing two storey extension, replacement of formally attached buildings, to form single storey with glazed link, erection of porch and formation of external steps and retaining wall.	Awaiting Decision
<b>3/21/0662/LBC</b> The Warren, Hare Street, Buntingford, Hertfordshire, SG90DZ. Refurbishment and repair of original cottage, replacement of existing two storey extension, replacement of formally attached buildings, to form single storey with glazed link, erection of porch and formation of external steps and retaining wall.	Awaiting Decision
<b>3/21/0902/VAR</b> The Granary Hare Street Buntingford Hertfordshire SG9 0DX. Variation of condition 2 (approved plans) of planning permission: 3/20/1351/HH - Erection of two storey rear and side extensions with 2 side dormers, garage conversion, carport and all associated works.	Awaiting Decision
<b>3/21/0701/FUL</b> Kemps Close Hare Street Buntingford Hertfordshire SG9 0DZ. Erection of 5 three-bed terraced dwellings with access, parking, and pedestrian pathway and associated works.	Awaiting Decision

<b>3/21/0962/FUL</b> Bury Farm House Great Hornead Buntingford Hertfordshire SG9 0NS Change of use of farm buildings to 10 residential units with external alterations, provision of outbuildings and garages, upgrade of existing access. Partial demolition of grain store and further ancillary buildings and structure	Awaiting Decision
<b>3/21/0963/LBC</b> Bury Farm House Great Hornead Buntingford Hertfordshire SG9 0NS Conversion of farm buildings to create 10 residential units with internal and external alterations, provision of outbuildings and garages, upgrade of existing access. Partial demolition of grain store and further ancillary buildings and structures.	Awaiting Decision

**Decision Notices (for information only)**

<b>3/21/0140/FUL</b> land Adj Bradbury, Hare Street, Buntingford, Hertfordshire, SG9 0DX. Detached 4 bedroom house dwelling with new garage, associated parking and new access	<b>Refused</b>

- 1. Other planning matters:** To consider any late planning applications and other matters

**Finance**

- To receive report on the Council's finances and Accounts (Appendix A)
- A non-signatory member to sign reconciliation of Accounts and Bank Statement
- To receive performance vs budget report
- To approve signing of orders for payment at the end of the meeting
- Electronic banking: update

**Annual Governance and Accountability Return (AGAR) 2020-2021**

- To formally approve the Internal Auditor's Report
- To formally approve the Annual Governance Statement and sign by the Chairman
- To formally approve the Summary Accounting Statements and sign by the Chairman
- To formally approve the Dates of the Period for the Exercise of Public Rights from Monday 10<sup>th</sup> May to Wednesday 30<sup>th</sup> June.

**Correspondence:** To receive correspondence list (*below, for information unless indicated*)

- Letter regarding local authority meetings, when do we want to resume meetings in the pavilion?

**Special Interest Matters:** To receive reports for:

- Highways
- BT phone box – Maintenance of paintwork for all three phone boxes - to be carried out in spring
- Rights of Way - To receive update from Parish PROW Officer, Nicholas Maddox

**Parishioners' concerns and other matters**

1. Fly tipping on and next to building site developments, awaiting response from enforcement
2. Motorbikes being used on footpaths

**Meads fields and buildings:**

1. Maintenance and ongoing improvement work - Update from Kevin

Repairs to grass areas at the Meads on the entrances and play area.

Disabled access – work to start in May 2021

**Other matters for consideration:**

- To note items received too late for inclusion on this agenda
- To receive other possible items for future agendas
- Protocol Information sent by Sue at HAPTC to discuss

***To consider suspending the Meeting for Public Comments:***

Limited to 15 minutes and one question only per person.

**Date of next Parish Council Meeting **TO BE CONFIRMED** Thursday 17<sup>th</sup> June 2021, 7.30pm via  
**Zoom****