



**Dear Councillors:** Miller (Chair), Dodson, Florence, Goodman, Groves, Light, Norman, Perry, Wood and Wringe; You are requested to attend the

**Parish Council Meeting to be held on  
Tuesday 25th July 2023 at 7:00pm at Datchworth Church Hall**

for the purpose of transacting the following business:- This meeting is open to press and public. The agenda may be split into two parts. Part I will deal with most of the business which is open to the press and public and Part II (if applicable) includes items which may be discussed in the absence of press and public due to the personal or sensitive (or some other reason) nature of the information, The press and public will be asked to leave before these items are discussed. Please email our clerk to advise of your attendance: [clerk@datchworth-pc.gov.uk](mailto:clerk@datchworth-pc.gov.uk)

*Andy Short*

Clerk 19 July 2023

**AGENDA**

Item #	Item Description
PCM07-1	<b>To receive and accept apologies for absence</b>
PCM07-2	<b>Interests</b> a. To receive declarations of interests from Councillors on items on the agenda b. To receive written requests for dispensations for declarable interests c. To grant any requests for dispensations as appropriate
PCM07-3	<b>Minutes - To approve the Minutes of:-</b> Full Council Meeting on 22 <sup>nd</sup> May Full Council Meeting on 27 <sup>th</sup> June  Please note:- from Parish Council Toolkit 'Clerk to provide a draft of the minutes to the chair of the meeting. This is an opportunity for picking up any mistakes in the content of the minutes and is not to be used by the chair as a means of re-writing the minutes'.
PCM07-4	<b>Outstanding Actions Update</b>  Action status (Clerk)

<b>PCM07-5</b>	<b>Public open session – up to 15 minutes where the public can ask questions of the Council.</b>
<b>PCM07-7</b>	<b>Finance</b> (Cllrs. Wringe (C), Miller, Perry, Groves and Light) a. To approve monthly June Finance Report and July payments b. Unity Bank update (Cllr Wringe) c. Quarterly review of budget (Cllr Wringe) d. Quarterly review and approval of bank reconciliation (Cllr Wringe) e. Set dates for Finance meeting (proposed 16 <sup>th</sup> November, DCH) f. Committees to set budget requirements for 2024
<b>PCM07-8</b>	<b>Planning</b> (Cllrs. Goodman, Groves and Wringe) a. To consider planning applications received (available to view online)
<b>PCM07-9</b>	<b>Burnham Green</b> (Cllrs Perry and Florence) a. BGJMC Update- Meeting Date 6 <sup>th</sup> September. Welwyn PC room booked. b. Propose there are 3 Committee members for BGJMC, any 2 of 3 to attend JMC meetings. c. Funding for Parish 3 pane noticeboard £750.
<b>PCM07-10</b>	<b>Communication</b> (Cllrs Light (C), Wood and Wringe) a. Facebook (Cllr Light) b. Village Diary (Cllr Light) c. Office 365, hard drive request, Cllr. shared drive (Cllr Light) d. Noticeboard Comms proposal e. PCM Meeting dates at Burnham Green:- Thursdays September 28th and March 28th(2024) provisionally booked. Proposal; keep dates at BGVH or move the venue. f. Parish Council logo update. (Cllr Wringe)
<b>PCM07-11</b>	<b>Governance &amp; Legal</b> (Cllrs. Perry (C), Florence, Light and Miller) a. Plough Car Park Working group (Cllr. Florence) I. To update on the Plough Car Park Working Group activities. II. Resolve That the WG looks afresh at all aspects of the Car Park Improvement project, by impartially reviewing all available information to set before Council the options for action. III. To approve a budget for legal enquiries. b. Land at Coltsfoot update (Cllr Goodman) c. Datchworth Village Hall update (Cllr Miller) d. Policy Gap Analysis and renewal (Cllr Perry) e. Use of Bull's Green (Cllr Miller) f. Land registry status (Cllr Miller) g. Tudor Lodge, 63 The Green re right of way (Cllr Miller) h. Committee structure (Cllr Perry) i. 2-10 Bury Lane access road potholes

<b>PCM07-12</b>	<b>Health &amp; Wellbeing</b> (Cllrs.Norman (C), Florence and Miller) a. Special motion (Standing order 7a). To pause and enable more discussion on the resolution referred to in agenda item 2462 -Turkey Farm Trail. PCM April 2023. b.Grant for Extra Defib to be applied for (Cllr Groves) c.Grant for D-Day to be applied for (Cllr Miller)
<b>PCM07-13</b>	<b>AOS</b> (Cllrs.Groves (C) Wood and Norman) a. Datchworth Green Flagpole (Cllr Miller) b. Burnham Green Play Park Stumps (Cllr Groves) c. Dog waste bins update (Cllr Wringe) d. Planters update (Cllr Groves)
<b>PCM07-14</b>	<b>Trees</b> (Cllrs Wood (C), Goodman and Groves) a. Draft Tree Policy review and approval.
<b>PCM07-15</b>	<b>Clerks Report</b> a.Communication/correspondence <ul style="list-style-type: none"> <li>• Bowls club drain cover repair completed; sign requested opposite Turkey farm entrance.</li> <li>• Overgrown bushes Raffin Close.</li> <li>• Dead May trees Datchworth Green. (Cllr Wood)</li> <li>• Various enquiries for Gazebo hire, DI, S&amp;B enrolment.</li> </ul>