



Datchworth
PARISH COUNCIL
SERVING THE COMMUNITIES OF DATCHWORTH, BULLS GREEN, BURNHAM GREEN & HOOKS CROSS

To: Cllrs. Sara Miller, Andrew Wood, Julia Florence, Dean Goodman, Charles Groves, Mark Light, Viv Marshall, Emma Norman, Pat Perry and Michael Sims.

Councillors are invited to attend this meeting for the transaction of business in the agenda below. The meeting is open to members of the public and press. Please note that all relevant information is available on the Datchworth Parish Council Website: www.datchworth-pc.gov.uk

Datchworth Parish Annual Council Meeting

To be held on

Tuesday 26th May 2026

Andy Short

Clerk - Datchworth Parish Council

AGENDA

PCM26-05/01 To nominate the Chair to the Parish Council

To receive the signed Declaration of Acceptance of Office to also be signed by the Proper Officer

PCM26-05/02 To nominate the Vice-Chair to the Parish Council

To receive the signed Declaration of Acceptance of Office to also be signed by the Proper Officer.

PCM26-05/03 Disclosable Pecuniary Interests

All Councillors to complete review.

PCM26-05/04 Apologies

To receive and accept apologies for absence.

PCM26-05/05 Interests

- 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.

PCM26-05/06 Minutes

[To confirm the minutes of PCM held on 28th Apr 2026 are a true and accurate record of proceedings and duly signed by the chairman.](#)

PCM26-05/07 Public Issues

Members of the Public and Councillors can raise matters of concern (15 minutes).

PCM26-05/08 Governance

- Standing orders
- Scheme of Delegation
- Financial Regulations
- Asset registers
- Car Park Update

PCM26-05/09 Administrative

- Insurance
- Subscriptions -Rural, HAPTC, SLCC

PCM26-05/10 To appoint Councillors to Committees, and Working Groups

- a. Delegated Committee review
 - Finance Committee
 - HR Committee
 - Planning Committee
- b. Working Groups review

PCM26-05/11 To appoint representatives to Outside Bodies

- a. BGJMC

PCM26-05/12 Finance (Cllr Light)

- a. Monthly finance report – approve May's payments
- b. Internal audit report
- c. AGAR:
 - i) Complete and approve AGAR Section 1 'Annual Governance Statement'
 - ii) Approve AGAR Section 2 'Accounting Statements'
 - iii) Set date for Exercise of Public Rights
- d. Annual review of Financial Regulations

PCM26-05/13 Planning (Cllr Goodman)

- a. New applications
35 Burnham Green Road - extensions and alterations - under consideration
- b. Decisions
None.
- c. Other
Shipping containers at Pound Farm, Hollybush Lane - update

PCM26-05/14 Misc

- a. Bulls Green Parking
- b. Village Hall Christmas decoration donation request
- c. School Fete posters

PCM26-05/15 Clerk Report and Correspondence

- a. Exercise band class Burnham Green