

# Wareside Parish Council

Minutes of Wareside Parish Annual Council Meeting  
Thursday 20th June 2024 held in the Village Hall at 7.30pm

**PRESENT:** Cllr Paul Goodman (PG) (Chair), Cllr Bob Kerr (BK) Cllr Kim Nicholson (KN), Cllr Kerry Raworth (KR) and Cllr Stuart Richards (SR) and Cllr Mike Ryan (MR).

Others: Rebecca Burdick (Clerk) (RB)

Members of the public: None.

The Chair welcomed everyone and opened the meeting at 7.30pm.

## 1. To receive and accept apologies for absence

Cllr Nicola Gildersleve (NG).

## 2. Declarations of interest and dispensations

a) To receive declarations of interest from Councillors on items on the agenda (including non-pecuniary).

None.

b) To receive written requests for dispensations for declarable interests.

None.

c) To grant any requests for dispensation as appropriate.

None.

## 3. To receive petitions, comments and questions from the public

None.

## 4. To approve and sign meeting minutes

a) Thursday 21st March 2024 - approved by all Councillors present and signed by PG

b) Thursday 18th April 2024 - approved by all Councillors present and signed by PG

c) Thursday 16th May 2024 - approved by all Councillors present and signed by PG

## 5. Planning

a) To consider planning applications received by EHDC received between 16th May - 20th June 2024

**Application:** 3/24/1000/HH

**Proposal:** Erection of outbuilding with office/gym, storage, kitchenette and shower room.

**At:** Great Cozens Barn Great Cozens Fanhams Hall Road Ware Hertfordshire

**WPC comments:** None made.

**Application:** 3/24/1007/HH

**Proposal:** Erection of detached cart lodge and partial removal of Cattery to be replaced with a Summerhouse.

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments:** None made.

**Application:** 3/24/1007/HH **\*\*Amended\*\***

**Proposal:** Erection of detached cart lodge.

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments: None made.**

**Application:** 3/24/1008/LBC

**Proposal:** Erection of detached cart lodge and partial removal of Cattery to be replaced with a Summerhouse.

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments: None made.**

**Application:** 3/24/1008/LBC **\*\*Amended\*\***

**Proposal:** Erection of detached cart lodge and partial removal of Cattery to be replaced with a Summerhouse.

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments: None made.**

**Application:** 3/24/1125/FUL

**Proposal:** Part change of use of land to residential curtilage. Partial demolition of cattery and erection of summerhouse

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments: None made.**

**Application:** 3/24/1126/LBC

**Proposal:** Part change of use of land to residential curtilage. Partial demolition of cattery and erection of summerhouse

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments: None made.**

**Application:** 3/24/1076/ARPN

**Proposal:** Change of use from an agricultural outbuilding to 4 dwelling houses

**At:** Wareside Lodge Ware Road Wareside Hertfordshire SG12 7RB

**WPC comments: None made.**

b) To review planning decisions made by EHDC received between 16th May - 20th June 2024

**Application:** 3/24/0594/FUL

**Proposal:** Demolition of dwelling and construction of new dwelling.

**At:** 32 Coanwood Cottages Babbs Green Wareside Hertfordshire SG12 7RT

**EHDC decision: Granted**

## **6. To receive reports from County Councillor and District Councillor**

County Cllr Eric Buckmaster talked through his monthly report - please see appendix for full report. No District Cllr report received.

## **7. To receive updates from Councillors/Clerk on:**

a) Little Oak Heath

i. LOH Maintenance

RB to remind Chris from the grounds maintenance company to include the orchard area into the cutting schedule.

## ii. Playground maintenance

RB presented to the Council the June inspection undertaken by Broadmead Leisure. A new defect has been reported to the "Toddler Activity", "Slight damage to ½ round on guard rail, renew". The PC unanimously resolved for Broadmead Leisure to undertake the necessary repair works at a cost of £60.00. RB to action.

## b) Larkshill

KR noted that if the PC were happy for her too she would trim the nettles under the apple trees - the PC thought this would be a good idea and MR offered to also help.

## c) Other

KN reported she has been busy attending Ware Charity events and meetings. Most important updates are that the HSBC building sale is going ahead, thoughts now are on how to invest money as the Charity no longer has any assets. Work continues on how to best get money to those that need it and the idea of a "community hub" is being discussed.

## **8. To receive update on telephone box refurbishment**

RB and Councillors met at the telephone box to see what work and materials are required. A note was made of materials required and PG agreed to get estimated costs which he has updated the Council would be approximately £491. The PC believes they can undertake the work required to fix/replace the panes of glass. The box also requires sanding and painting which the PC had hoped may be undertaken as paid work by a local painting and decorating business, however KR reported she had spoken to them and they are unable to undertake the work. Further consideration will be given to this aspect of the project. KN reported that she had posted on the village Facebook group asking if anyone in the village could help. County Councillor Eric Buckmaster kindly said having listened to the PC discussions that he would give a further £200 grant towards the project - the PC thanked him. RB to action application for grant.

## **9. To discuss preliminary work undertaken on communication within the village**

BK shared the work he had undertaken on exploring better communication within the village. BK's main aim is "A spirit of community and belonging to Wareside" and although this is a big aim he believes this can be achieved in little steps:

1. A letter of welcome from the PC and an information booklet containing, *bus times and route, local group contact details (Wareside Entertainers, Allotment Society etc), Local Councillor information, Church services, information on the village hall and pub and any other similar information that would be useful*. Also a separate page of any booked events to come and possibly a map of the area.

2. For the community at large - a leaflet that gives regular updates and info.

This would include the italicised items above at least once a year. Also a page from each community group and events happening in the village. There would need to be 265 copies.

Previous reasons for the Waresider falling through in the past have been - wandering deadlines - contributors not sticking to deadlines given which then impacts on proofreading times and consequent mistakes in the finished item leading to complaints. Also people claim they have not received the magazine - this can be seen as a positive as they want to receive it!

It is therefore important that the editor sticks to deadlines. Also giving contributors a basic format will cut out proofreading requirements. Finding a group to deliver 265 leaflets will not be too hard.

Questions from BK to the PC - 1. As a concept, what are thoughts on the welcome letter from the PC? 2. As a concept would the PC support a new magazine for Wareside?

Discussions were had amongst the PC. With regards to the welcome letter the idea was thought to be a good one however there were concerns around ensuring all new residents received one (including those renting and housing association properties), if people are excluded accidentally then this could feel alienating for them. With regards to a village magazine the PC were in favour of the concept however as discussed at the last meeting this would need to be sustainable in order to achieve longevity. There were concerns that the PC will bear ultimate responsibility. KR gave the suggestion that instead of creating a new magazine Wareside could contribute to Widford's already successful monthly magazine. BK thanked the PC for their comments and said he would take these on board and proceed to explore his ideas further and report back as necessary.

**10. Finance**

a) To approve signing of orders for payment online via BACS

Payee	Work done/goods received	Amount
Rebecca Burdick	Salary (May)	£274.28

b) Annual Governance and Accountability Return (AGAR) 2023/24

i) To Resolve that the Parish Council meets the criteria and wishes to be an exempt authority

Unanimously resolved that the Parish Council meets the criteria and wishes to be an exempt authority

ii) The RFO and Chairman to agree to sign the Certificate of Exemption

Certificate of Exemption signed by RB and PG

iii) To approve the Internal Auditor’s signed Internal Audit Report

Unanimously resolved to approve the Internal Auditor’s signed Internal Audit Report

iv) To approve by Resolution Section 1: The Annual Governance Statement. The Clerk and the presiding Chairman to agree to sign.

Unanimously resolved to approve Section 1 as presented. Signed by the RB and PG.

v) To consider the Section 2 Accounting Statements as signed by the RFO and presented to the Council

Noted as signed RB and presented.

vi) To approve by Resolution Section 2 Accounting Statements. Presiding Chairman to agree to sign.

Unanimously resolved to approve Section 2 as presented. PG signed Section 2

vii) To set the 30-working day period for the Exercise of Public Rights as 1st July to 26th August

**11. Urgent matters not included on this agenda (for full discussion on the next agenda)**

None.

**Meeting finished at 9.30pm**

**Next meeting 25th July 2024 at 19.30**

**Signed: .....**

**Date: .....**

**Chair Cllr Paul Goodman**