



# Wheathampstead Parish Council

The Memorial Hall  
Marford Road, Wheathampstead, Herts. AL4 8AY

23 November 2018

**To all Cllrs:** T Reason (Chairman), J Booth, G Clark, D Davies, E Habib, L Halford, S Haynes, D Johnston, O McKenzie, R O'Brien, T Ryan, P Woodhams

## Notice of Meeting

You are hereby summoned to a **Meeting of the Parish Council** to be held in the **Hewitt Room** on **Thursday 29 November 2018 at 8pm.**

**Note the later start time which is scheduled to follow the annual Light's Up event from 17:45 on the High Street**

*Julia Warren*  
**Clerk to the Council**

## Agenda

- 1 Apologies**
- 2 Public Speaking**
- 3 Specific Declarations of Interest**
- 4 Minutes of Council**  
To approve the Minutes of the Parish Council meeting held on 1 November 2018 (attached).
- 5 Minutes of Committee Meetings**  
To receive the minutes of Committees and approve notes of the following Steering Group meetings (NPSG/MHWG subject to items 8 and 9).

Wheathampstead Community Safety Forum	22 Oct
Maintenance Committee	29 Oct
Neighbourhood Plan SG	5 November
Planning Committee	12 November
Village Weekend WG	7 November
- 6 Plans referred from Planning Committee**
- 7 Neighbourhood Plan**  
To note and approve Neighbourhood Plan recommendations.



- 8 Library**  
To report receipt of the notice to quit from HCC for the library which will move to new premises at the refurbished Fire Station in 2019
- 9 Meetings timetable 2019**  
To approve the draft timetable as circulated
- 10 Finance fees and charges 2019**  
To approve fees and charges for the hire of the Memorial Hall from 1 January 2019 (or to agree charges and align all review of charges from 1 April annually) – report attached  
To approve all other fees and charges from 1 April for inclusion in the budgetary process.
- 11 Council website**  
Report attached. To consider changes to website to make it both more modern and easier to update and amend.
- 12 Project and task review**  
Update, review and prioritisation of tasks and projects. List attached for consideration and discussion
- 13 Audited Accounts 2017-18**  
To approve audited accounts. To be circulated once received. The external auditors failed to certify Wheathampstead PC's accounts in common with a large number of other parishes countrywide) by the deadline of 30 Sept. A holding response has been published on our website pending receipt of audited accounts.
- 14 Accounts and Finance Reports**  
Attached for consideration.
- 15 Consultations**  
Consideration of consultations to hand.
- 16 Reports on training and meetings**  
Reports from councillors
- 17 Exclusion of press and public**  
In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.
- 18 Office**  
To receive and respond to workplace assessment recommendations
- 19 Crinkle Crankle Garden**  
To approve the recommendations of the working group and to agree expenditure to start construction of the garden. Work to start on 10 December 2018