



## Wigginton Parish Council

Village Hall, Chesham Road, Wigginton HP23 6EH  
E: [CLERK@WIGGINTONHERTSPC.ORG.UK](mailto:CLERK@WIGGINTONHERTSPC.ORG.UK)  
W: [WWW.WIGGINTONHERTSPC.ORG.UK](http://WWW.WIGGINTONHERTSPC.ORG.UK)

To Councillors: Trenna Axon (Vice Chair), Sharon O'Sullivan, Celia Pattison-Lora, Harriet Stillwell, Steve Walker (Chair) and Keith Western

**Notice is hereby given that a meeting of Wigginton Parish Council will be held on Tuesday 17<sup>th</sup> September at 8 pm, Village Hall, Chesham Road, Wigginton, HP23 6EH for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.**

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Members of the public and press are allowed by legislation to attend this meeting.  
Please note that meetings are recorded.

*Gosia Turczyn*

**Gosia Turczyn**

**Clerk to the Parish Council**

**11.09.2024**

Members requiring further information or clarification on items on this agenda are requested to enquire prior to the meeting.

## AGENDA

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### **24/105 Apologies**

To consider and accept apologies.

### **24/106 Interest and Dispensations**

To receive any declarations of interest for items on the agenda or requests for dispensation.

### **24/107 Public Participation (max 15 minutes)**

Members of the public can raise matters of concern or queries.

### **24/108 Minutes**

To approve and sign the minutes of Wigginton Parish Council meeting held on the 20<sup>th</sup> August 2024.

### **24/109 Vacancy for Parish Councillor**

If update.

### **24/110 Reports to Council**

a) Clerk's report and correspondence - appendix 1

Item for information only.

- b) Warden's report - appendix 2  
To note the report and approve expenditure if required.
- c) PCSO report.  
Included in the Clerk's report.

#### **24/111 Big Picnic 14<sup>th</sup> September 2024**

To receive an update.

#### **24/112 Planning Matters**

- a) Application(s):
  - 24/01926/ROC Variation of condition 2 (approved plans) attached to planning permission 24/00130/FUL (Demolition of existing stable buildings and construction of a residential dwelling). Tal-y-llyn Crawleys Lane Wigginton Tring Hertfordshire HP23 6FF
- b) To consider and approve any Parish Council responses to any planning applications received during the period after which the agenda was published. List of planning applications relevant to Wigginton Parish can be found at [www.dacorum.gov.uk](http://www.dacorum.gov.uk)
- c) Decision(s) issued by Dacorum Borough Council:  
None.

#### **24/113 Wigginton Community Shop**

To discuss and review the relationship between the Parish Council and the village shop committee.

#### **24/114 Internal Controls – Governance, Policies and Procedures – appendix 3**

**To review and approve the following documents:**

- a) Grant and Donation policy.
- b) Review of Effectiveness of Internal Audit and Auditor.
- c) Policy Statement of Internal Control and Review of Effectiveness of Internal Control.

#### **24/115 Financial Matters - appendix 4**

- a) To review and agree the accounts that were circulated prior to the meeting including bank statements and reconciliation and cashbook report.
- b) To pass resolution to authorise schedule of payments circulated prior to the meeting.
- c) To note receipt of income.
- d) To note that an invoice was raised to Berkhamsted Raiders for season 2024/25 at the amount of £1,296.
- e) To note that VAT return covering 01/04/2024 till 31/08/2024 was submitted to HMRC.
- f) To receive an update on the level of General Reserves and Earmarked Reserves.
- g) To receive an update on Unity Trust bank signatories.
- h) Preliminary discussion on 2025-26 budget.

**Meeting close.**

**Next meeting will be held on 15<sup>th</sup> October 2024 at 8 pm.**