

Pirton Parish Council

Parish Clerk:
Mr Edward Roberts
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To Councillors:  
Burleigh, Goodman, Maple, Parkin, Rogers, Rowe. Topliff

1 May 2025

You are summoned to attend the following Meeting:

## **Pirton Parish Council Annual Meeting** to be held at 7.45 pm on **Thursday 8 May 2025 at Pirton Village Hall**

Members of the public and press are invited to attend the meeting.

Jill Rogers  
Chairman to Pirton Parish Council

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### **A G E N D A**

- 25-01** To elect the Chairman.
- 25-02** To elect the Vice-Chairman.
- 25-03** To receive and accept apologies for absence.
- 25-04** Public participation.
- 25-05** To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation.
- 25-06** To confirm and sign the Minutes of the Parish Council Meeting held on Thursday 10 April 2025 as a true and accurate record.
- 25-07** To receive Bank Reconciliation and Financial Summary and to approve accounts for payment.
- 25-08** To receive the Clerk's report.
- 25-09** To receive the Annual Internal Audit Report and discuss the recommendations.
- 25-10** To sign the Annual Governance Statement.
- 25-11** To approve the accounts for the financial year 2024-25 and sign the Accounting Statements.

- 25-12** To agree the dates for the Public Rights period as suggested by the external auditor, Tuesday 3 June – Monday 14 July 2025.
- 25-13** To receive the New Pavilion Working Group report.
- 25-14** Planning
- a. To consider Planning Applications (as in Appendix A).
  - b. To receive an update on West Lane Farm.
- 25-15** To confirm the arrangements for insurance cover.
- 25-16** To confirm bank signatories for the Pirton Parish Council Unity Trust bank account as listed below:  
Cllr Amanda Goodman  
Cllr Simon Maple  
Cllr Jill Rogers  
Cllr Nick Rowe
- 25-17** To review and approve the following procedures of the council:
- a. Standing Orders (doc001). As revised following changes to procurement legislation.
  - b. Financial Regulations (doc003). Reviewed April 2025.
  - c. Freedom of Information Act 2000 Publication Scheme (doc007).
  - d. Risk Management Policy (doc011)
  - e. Internal Financial Controls Policy (doc 025)
  - f. Financial Reserves Policy (doc 026)
  - g. Complaints Procedure (doc 009)
  - h. Grants policy (doc 018)
  - i. Grant Application Form (doc 019)
- 25-18** To confirm Direct Debit as the method of payment to Castle Water and the Information Commissioner (Financial Regulations 6.7)
- 25-19** To confirm BACS as the preferred method of payment of invoices received by the council. (Financial Regulations 6.9)
- 25-20** To appoint Council representatives to organisations (doc014a):
- a. Tree warden
  - b. HR Committee
  - c. Environmental Committee
  - d. Communications Working Group
  - e. Planning Working Group
  - f. New Pavilion Working Group
  - g. Village Hall Committee
  - h. Bury Trust
  - i. Rands Trust
  - j. Hammonds Committee
- 25-21** To receive an update on Pirton road safety issues, including speed limits.
- 25-22** To discuss the pruning of trees on Great Green and formulate an action plan.
- 25-23** To determine the time and place of ordinary meetings of the full council up to and including the next Annual Meeting of the full council. Meetings to be held at 7.45pm on the second Thursday of each month in the Village Hall on the following dates:
- |                   |                |                  |
|-------------------|----------------|------------------|
| 12 June 2025      | 10 July 2025   | 14 August 2025   |
| 11 September 2025 | 9 October 2025 | 13 November 2025 |

11 December 2025  
12 March 2026

8 January 2026  
9 April 2026

12 February 2026

with the Annual Meeting to take place on 14 May 2026.

- 25-24** To suggest items for the next Meeting of the Parish Council to be held on  
**Thursday, 12 June 2025 at Pirton Village Hall at 7.45 pm.**

**Appendix A – Planning Applications**

| Reference               | Detail                                                                                                                                                                                                                                                         |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i <b>25/00682/LBC</b>   | <p>4 Bury End, Pirton</p> <p><i>Replacement of grey aluminium double-glazed windows at rear ground floor and first floor to white UVPC double-glazed windows with black windowsills</i></p> <p>Comments to Tricia Craggs by 4 May 2025 (extended to 9 May)</p> |
| ii <b>25/00868/FPH</b>  | <p>6 Bury End, Pirotn</p> <p><i>Single storey rear extension and insertion of front door and window to existing side elevation</i></p> <p>Comments to William Thompson by 8 May 2025</p>                                                                       |
| iii <b>25/00869/LBC</b> | <p>6 Bury End, Pirotn</p> <p><i>Single storey rear extension and insertion of front door and window to existing side elevation</i></p> <p>Comments to William Thompson by 8 May 2025</p>                                                                       |

**Planning Decisions** *(for information only)*

| Reference             | Detail                                                                                                                                          |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| i <b>25/00316/FPH</b> | <p>4 Apostles Close, Pirton</p> <p><i>Single storey side extension and repositioning of AC unit</i></p> <p>Permission granted 17 April 2025</p> |