

**Agenda**  
**Ashwell Parish Council AGM and Parish Council Meeting**  
**in the Parish Room on**  
**Wednesday 6<sup>th</sup> May 2026, at 7.00pm**

**To Councillors:** Graham Lee (Chair), Norton Mahy (Vice Chair), Chris Button, Ian Duffy, Martin Hoffman, Joan Yates, David Sims.

Councillors are summoned to attend this meeting for the transaction of business in the agenda.

The meeting is open to members of the public and press unless a resolution for a particular agenda item decides otherwise.

District Councillor Tom Tyson and County Councillor Steve Jarvis routinely attend meetings.

Copies of the agenda and other items on the website are available by request or by clicking on this link. [PC Agendas and Minutes](#)

- 1 **Election of Chair** To receive a proposal for the council year 2026/27 and signature of the Declaration of Acceptance of Office.
- 2 **Election of Vice Chair** To receive a proposal for the council year 2026/27 and signature of the Declaration of Acceptance of Office.
- 3 **Apologies for absence** To receive and accept apologies for absence. To agree any long-term absence from meetings to comply with the 'six month rule' (Local Government Act 1972).
- 4 **Interests** a) To receive declarations of interest from councillors on items on the agenda, b) To receive written requests for dispensations for declarable interests, and c) To grant any requests for dispensation as appropriate. Where any declaration of interest involves the chair, the meeting to agree an alternative individual to take the chair for that item(s).
- 5 **Meeting dates for 2026-27** - To agree dates and venues.
- 6 **Parish councillor responsibilities and representatives** - To note the current responsibilities of councillors, membership of committees and working parties, and representatives for other organisations, and agree any changes.
- 7 **Moss Cottage Homes** - See the trustees report in the [2026 Yearbook](#). To note the Parish Council has the right to nominate four trustees to this charity and request from [Moss Cottages](#) for approval of two trustees for a 4 year period.

8 **Council Documents** - To note those current, review as required, and propose and agree any changes.

8.1 **Financial Regulations** (NALC model version). Proposal to adopt and approve amendment to **Section 6 Banking and Payments**. (*fund transfers within the councils banking arrangements up to the value of the precept received, transfers between Parish Council accounts are allowed up to the value of the annual precept, in order to take advantage of bank interest rates*).

8.2 **Standing Orders** Proposal to adopt Standing Orders based on NALC model version (updated May 2025)

**The following items are routine Parish Council business**

9 **Minutes Proposal** to approve the draft minutes of the Parish Council meeting on 1st April 2026 as an accurate record of proceedings. **[Draft Minutes from 1<sup>st</sup> April 2026 Meeting](#)**

10 **Parish Issues and Public Participation** **[Protocols for Public Participation in Council Meetings](#)**

***Standing Orders to be suspended***

10.1 To hear any new matters raised (members of the public and councillors can raise any Parish related matters).

10.1.1 To receive correspondence from parishioners regarding **[concerns relating to Village Stores](#)**.

10.1.2 Dog poo waste bins, **[Churchyard](#)** and **[Station Road](#)** (to be discussed under item 19.4)

10.2 To receive reports from representatives from outside bodies, local authorities and agencies.

10.2.1 To receive a report from HCC Leader, Cllr Steve Jarvis.

10.2.2 To receive a report from District Councillor, Tom Tyson.

***Standing Orders to be reinstated***

11 **Reports from Working Groups**. To receive oral updates from relevant leaders/members and agree any actions that require Parish Council input/approval.

11.1 Planning Advisory Working Group. To note any updates – **[Justification for S106 application](#)** after clarification sought from the Developer.

11.2 Access to Ashwell station includes the cycle/footway route and car parking. To note any updates.

11.3 Zero Carbon Ashwell (ZCA) Group. (Cllrs Lee & Duffy). To note any updates.

12 **Planning matters: to include new and existing applications**. To see full details of applications on the **[NHC website](#)** enter the reference number into the planning search box.

12.1 **26/00676/FP** : Land South of 35 Ashwell Street : Erection of single self-build dwelling house with detached garage and swimming pool.

12.2 **26/00760/FP** : Land At Former Merchant Taylors School, Mill Street: Erection of two detached residential dwellings .

12.3 **26/00815/FPH** : Field House, Newnham Way : Single story rear extension, first floor rear extension and replace existing rear rooflight with rear dormer window.

### 13 **Current Applications: any updates:**

- 13.1 **24/01444/FP:** Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings (including affordable housing).
- 13.2 **25/02571/OP** Growing Baldock. To note planning amendments have been submitted.
- 13.3 **25/02547/FP :** Land off Station Road, South & West of Senuna Park

### 14 **Planning Summary**

15 **Footpath at Townsend Meadow** - To note any updates.

16 **Tree consultations** (Conservation Area and TPO) received from NHC. To agree responses to any received.

### 17 **Tree Planning Summary**

### 18 **Reports from Committees**

18.1 HR Committee. To receive an oral reports and agree any actions.

### 19 **Reports from parish councillors on premises and other responsibilities. To receive oral reports and agree any actions needed.**

- 19.1 The Springs. Report from Cllr Hoffman. **To note correspondence received by the PC.**
- 19.2 St Mary's Churchyard Grounds Maintenance. Report from Cllr Hoffman.
- 19.3 Recreation Ground including the playground, pavilion and public toilets. To receive any updates from Pavilion Working Party
- 19.4 Small Gains and Track – To note any updates.
- 19.5 The Ruddery - To consider relocation of underused **dog poo waste bin**
- 19.6 Cemetery – To note any updates from Cllr Mahy. Update on disposal of accumulated soil heap.
- 19.7 Street furniture - To note any updates Cllr Mahy.

### 20 **Finance and Governance**

20.1 **Budget tracking and the monthly summary of accounts and bank reconciliation.** To note the information up to month end to be circulated to parish councillors after the end of the month. Proposal that the summary of receipts and payments be issued with the draft minutes and the two nominated parish councillors sign off the accounts in accordance with internal control procedures. To note any variances of actual expenditure compared to budget.

20.2 **Budget 2025/26 Update** – To note any updates.

20.2.1 To receive a verbal update on proposed licence agreement for ACCIES.

20.3 **Annual Audit 2023/24 & 2024/25** – To note any updates.

20.3.1 Annual Audit for the 2023/24 financial year.

20.3.2 Audit for the 2024/25 financial year – Internal Auditor has authorised the 2024-25 audit and all documents have been sent to the External Auditor.

**20.4 Annual Audit 2025/26** – To note the following:

20.4.1 (i) **The documents supplied to the Internal Auditor** (*updated Financial Regulations to be sent after approval by Council see 7.1*)

20.4.2 (ii) **The documents supplied to the Internal Auditor** - Allotments for Exercise & Recreation Charity.

20.4.3 (iii) Arrangements and **dates for the exercise of public rights**.

20.4.4 (iv) Arrangements and dates for the **submission to the External Auditor**.

**20.5 CFR Car Team** – to consider request for **grant to fund a chair raiser, to benefit parishioners**.

**20.6** To consider an application for co-option to fill the vacancy on the Parish Council and to agree any appointments.

Date of next Parish Council meeting: 3<sup>rd</sup> June 2026 at 7pm in the Parish Room.