

Wareside Parish Council

Minutes of Wareside Parish Council Meeting
Monday 28th May 2026 held in Wareside Village Hall at 7.30pm

PRESENT: Cllr Nicola Gildersleve (NG) (agenda items 1,2 and 10vii), Cllr Kim Nicholson (KN), Cllr Mike Ryan (MR) and Cllr Paul Goodman (PG) (chair).

Others: Rebecca Burdick (Clerk) (RB)

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

1. Election of Chairman

The PC thanked PG for undertaking the role of chairman for the last year. KN asked if he would like to be chairman for the ensuing year. PG agreed to be chairman for the ensuing year.

2. To consider the appointment of a Vice-Chairman for the ensuing year

The PC agreed as with previous years a vice-chairman would not be appointed.

3. To receive and accept apologies for absence

Cllr Emma Edgar (EE), Cllr Kerry Raworth (KR) and Cllr Stuart Richards (SR).

4. To agree roles of Councillors within the Parish Council

Due to there only being 3 councillors present it was agreed to defer this until the next meeting.

5. Declarations of interest and dispensations

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

MR - agenda item 9 - due to living in close proximity to the old school site being discussed.

PG - agenda item 10vii - due to being a member of the Friends of Wareside Church.

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

None.

c) To grant any requests for dispensation as appropriate.

None.

6. To approve and sign meeting minutes

March meeting minutes - approved by the PC and signed by PG

April meeting minutes - approved by the PC and signed by KN

7. To receive petitions, comments and questions from the public

None.

8. Planning

a) To consider planning applications received by EHDC received between 20th April - 28th May 2026

None.

b) To review planning decisions made by EHDC received between 20th April - 28th May 2026

Application: 3/26/0188/HH

Proposal: Single storey side and front extension

At: 11 Coanwood Cottages Babbs Green Wareside Hertfordshire SG12 7RT

EHDC decision: Refused

Application: 3/26/0222/FUL

Proposal: Widening of access road

At: Appletons Farm Classified Road C41 North From Tatlingtown To Junc
With Fanhams Hall Road Babbs Green Wareside Hertfordshire

EHDC decision: Approved

7. To receive reports from County Councillor and District Councillor

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

9. To receive updates from Councillors/Clerk on:

a) Little Oak Heath

i. LOH Maintenance

KN noted that ground work has been completed this month but suggested the contractor be asked to trim under the playground equipment and goal posts and be reminded to cut the orchard area. RB to email Chris.

ii. Playground maintenance

RB noted that after the last meeting it had been mentioned by KR who had visited the playground that the highlighted, "Clamber Stack - Medium risk, bolt thread protruding timber" defect may be able to be fixed by the PC. The PC unanimously agreed that as the bolt needs to be shortened this should be done by Broadmead Leisure and that the decision for them to undertake this repair made at the last meeting should remain.

iii. Rubbish/den

KN shared pictures before the meeting of pieces of wood that had been placed all over some of the playground equipment making it difficult and dangerous to be used. RB also noted she had seen the rubbish that evening and had placed it all in piles to the side of the equipment. She also updated the council that this had likely come from the "den" area noted (previously in meeting) As agreed at the last meeting she had put signs on giving notice of its removal, so it could now be removed. It was agreed that RB, PG and MR would meet at the playground tomorrow (29th May) to remove the rubbish. MR kindly offered for it to be put into the allotment area for it then to be burnt/disposed of.

RB updated the council that whilst walking on LOH she has spoken to the resident in the bungalow that had rubbish outside of it and asked if they would be able to move it, explaining it was land the PC managed and leased from EHDC. The parishioner was unaware of this and said they would move it. RB reported that it has now all been moved. The parishioner said that it was Sovereign Homes that manages the land and RB has been in contact. She now has details of the Housing Officer that manages the homes in Wareside should the PC need them in the future.

iiii. Statutory access request/bore hole

RB has been given a date of the 19th June at 10.30am for councillors to meet with the land agent, Environment Agency and contractors at LOH.

v. The memorial bench donated by a parishioner is back on LOH thanks to NG for fixing the broken legs so they can now be secured down. RB noted that new fixings would need to be purchased in order to secure the bench to prevent it from being taken. RB has measured the holes which are 2cm in diameter and present the PC with some options. The PC unanimously agreed for the fixings to be purchased at a cost of £13.99.

vi. Parking on LOH

The Friends of Wareside Church have asked the PC if parking could be allowed on the front area of LOH for attendees of the Jazz concert held in the Church on the 5th June 2026. The PC agreed they wished to support this event which raises vital funds to maintain the church building and graveyard. RB suggested that signs be made to explain that permission has been granted for parking for the event and remains prohibited at all other times. The PC agreed. RB and PG to undertake risk assessment of the area as per conditions of the PC insurance. It was unanimously agreed to allow parking on a designated area of LOH on the evening of the 5th June.

b) Larkshill

It was not clear at the last meeting if Larkshill had been cut in April. RB updated the PC that it was done on the 3rd April, however £60 can be deducted if the PC wish. The PC agreed to pay the full invoice. RB noted she has asked for dates on which maintenance will be undertaken to be provided by the contractor in advance of each month.

11. Assertion 10 - to discuss .gov website and email requirements

RB sent an email before the meeting to explain the PC requirements for assertion 10 and the work that she is undertaking to ensure the PC's ongoing compliance. She explained that it is a mandatory requirement for the PC clerk email to move to a .gov email and a recommendation for councillors each to have a .gov email. RB presented the PC with three quotes from companies approved by the government to provide this service. She also explained although it is not mandatory for councillors to have a .gov email it is difficult to adopt a required IT policy without them. MR raised concerns regarding a new email address and how to manage the movement from his current email to a .gov email and also ensuring he remains GDPR compliant. RB acknowledged these concerns and suggested she could get advice on how best to do this and then produce instructions for councillors to follow. The option of a .gov website domain was also discussed, which is also not mandatory but does offer increased security. RB explained that this can be added at a later date if required. It was unanimously agreed for the PC to use "Parish Online" services for a clerk and councillor .gov email accounts. A .gov website would be considered once this migration had taken place.

10. Finance

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

Payee	Work done/goods received	Amount
Rebecca Burdick	Salary (May)	£419.75
HMRC	National Insurance Contributions - April	£0.41
HMRC	National Insurance Contributions - April	£0.41
E-Scapes Landscapes	Grounds Maintenance - April	£372.00
E-Scapes Landscapes	Grounds Maintenance - May	£372.00

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

None.

Meeting finished at 9.30pm

Next meeting 25th June 2026 at 7.30pm

Signed:

Date:

Chair Cllr Paul Goodman