

Pirton Parish Council



Parish Clerk:
Dr Janine Budd
Pirton Pavilion, Walnut Tree Road, Pirton SG5 3PX
Tel: 07503155747
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To Councillors: Burleigh, Rogers, Rowe, Maple, Topliff

7 May 2026

You are summoned to attend the following Meeting:

Pirton Parish Council Annual Meeting to be held at 7.45 pm on **Thursday 14 May 2026 at Pirton Village Hall**

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

Janine Budd
Clerk to Pirton Parish Council

AGENDA

- 26-01** To elect the Chairman.
- 26-02** To elect the Vice-Chairman
- 26-03** To receive and accept apologies for absence.
- 26-04** Public participation.
- 26-05** To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation.
- 26-06** To confirm and sign the Minutes of the Parish Council Meeting held on Thursday 09 April 2026 as a true and accurate record.
- 26-07** To receive the Net Position Statement, Bank Reconciliation and Financial Summary, and to approve accounts for payment.
- 26-08** To receive the Clerk's report.
- 26-09** To receive the New Pavilion Working Group report and Cash Flow projection.
- 26-10** Planning
 - a) To receive an update on the Gladman development.
 - b) To receive an update on the Blakeney development.
- 26-11** To consider Planning Applications (as in Appendix A).
- 26-12** To consider Planning Applications received since publication of the Agenda.

- 26-13** To confirm the arrangements for insurance cover.
- 26-14** To confirm bank signatories for the Pirton Parish Council Unity Trust bank account as listed below, and to confirm one additional councillor as a bank signatory:
Cllr Simon Maple
Cllr Jill Rogers
Cllr Nick Rowe
- 26-15** To review and approve the following procedures of the council:
- a. Standing Orders (doc001).
 - b. Financial Regulations (doc003).
 - c. Freedom of Information Act 2000 Publication Scheme (doc007).
 - d. Risk Management Policy (doc011). (Updated to reflect building of new pavilion)
 - 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)
- 26-16** To confirm Direct Debit as the method of payment to Castle Water, Nest Pensions and the Information Commissioner (Financial Regulations 6.7).
- 26-17** To confirm BACS as the preferred method of payment of invoices received by the council. (Financial Regulations 6.9).
- 26-18** To confirm that the Pirton Parish Council Unity Trust bank account details can be provided as the payment method for the annual £15.99 Google One subscription for email storage.
- 26-19** 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
- 26-20** To agree the co-option of Amanda Goodman to the Communications Working Group and to the Environmental Committee.
- 26-21** To discuss Parish Councillor vacancies and consider the co-option of additional Councillors.
- 26-22** To agree the asset register total for inclusion in the AGAR.
- 26-23** To agree a donation of £30.00 to Pirton School PTA for providing refreshments at Spring Clean Day.
- 26-24** To receive the Bury Trust report and agree to allocate c£3,000.00 of the Bury Trust project pot to costs associated with the modernisation of the Trust Deed.
- 26-25** To discuss arrangements for the Annual Parish Meeting and Pirton Neighbourhood Plan discussion to be held on Thursday 21 May at 7:30 pm at PSSC.
- 26-26** To discuss the creation of a wild area for children to play.

- 26-27** 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:
- | | | |
|-------------------|-----------------|------------------|
| 11 June 2026 | 9 July 2026 | 13 August 2026 |
| 10 September 2026 | 8 October 2026 | 12 November 2026 |
| 10 December 2026 | 14 January 2027 | 11 February 2027 |
| 11 March 2027 | 8 April 2027 | |

with the Annual Meeting to take place on 13 May 2027.

- 26-28** To agree a date for the Annual Parish Meeting in 2027.

- 26-29** To suggest items for the next Meeting of the Parish Council to be held on

Date of Next Meeting: **Thursday 11 June 2026 at Pirton Village Hall at 7.45 pm.**

Appendix A – Planning Applications

	Reference	Detail
i	26/00316/FPH	Walnut Tree Farm, 21 Walnut Tree Road, Pirton, Hitchin, Hertfordshire, SG5 3PX Full Permission Householder : Erection of green house/shed. Comments to William Thompson by 25 April 2026
ii	26/00740/FPH	28 Royal Oak Lane, Pirton, Hitchin, Hertfordshire, SG5 3QT Full Permission Householder : Single storey rear extension to link existing detached garage to main dwelling following demolition of the existing kitchen conservatory and side carport. Alterations to garage fenestration to facilitate garage conversion. Front extension with side dormer window and habitable accommodation in roof space and front entrance porch. Installation of front hardstanding and provision of two parking spaces. Comments to Harriet Sanders by 8 May 2026
iii	26/00590/LBC	Burge End Farmhouse , 4 Burge End Lane, Pirton, Hertfordshire, SG5 3QN Listed Building Consent : Replace existing timber 6-panel rear door with timber 5-panel door Comments to Tricia Craggs by 3 May 2026
iv	25/02064/OP	Land Adjacent To 10, Hambridge Way, Pirton, Hertfordshire, Outline Application : Erection of up to 50 dwellings including affordable housing, together with amenity space, landscaping and all associated infrastructure and works (all matters reserved except means of access) (amended and additional plans received 10.04.2026). Comments to Ben Glover by 12 May 2026
v	26/00901/FP	West Lane Farm , West Lane, Pirton, Hertfordshire, SG5 3QP Full Planning Permission : Change of use from Cart Lodge to car storage (garage) for personal use in association with Prairie Barn including installation of rollershutter doors and insertion of side door.

		Comments to Harriet Sanders by 15 May 2026
vi	26/00993/FPH	20 Cromwell Way, Pirton, Hitchin, Hertfordshire, SG5 3RD Full Permission Householder : Single storey rear extension. Comments to Thomas Howe by 21 May 2026
vii	26/00839/FPH	Burge End Farmhouse , 4 Burge End Lane, Pirton, Hertfordshire, SG5 3QN Full Permission Householder : Installation of solar panels to the south east roofslope of existing detached garage Comments to William Thompson by 21 May 2026

Planning Decisions *(for information only)*

	Reference	Detail
i	26/00802/TCA	4 Royal Oak Lane, Pirton, Hitchin, Hertfordshire, SG5 3QT Cherry, Hawthorn - Up to a 1m reduction Permission granted
ii.		
iii.		
