

# **Bengeo Rural Parish Council Meeting 14<sup>th</sup> May 2025**

Email: [bengeoruralparishcouncil@outlook.com](mailto:bengeoruralparishcouncil@outlook.com) Website: [www.bengeoruralparishcouncil.co.uk](http://www.bengeoruralparishcouncil.co.uk)

## **MINUTES**

<b><u>Present:</u></b>		<b><u>In Attendance:</u></b>
Cllr Tony Ellis (Chair)	Cllr Matthew Clutterbuck	Victoria Preuss – Clerk
Cllr Jayne Abery	Cllr Neil Blackaller	

25/26 – 001	Election of the Chairman Cllr Matthew Clutterbuck proposed Cllr Tony Ellis for Chairman. Cllr Jayne Abery seconded Cllr Tony Ellis for Chairman. Cllr Tony Ellis elected as Chairman.
25/26 - 002	Election of the Vice Chairman Cllr Jayne Abery proposed Cllr Matthew Clutterbuck for Vice Chairman. Cllr Neil Blackaller seconded Cllr Matthew Clutterbuck for Vice Chairman. Cllr Matthew Clutterbuck for Vice Chairman.
25/26– 003	Apologies None
25/26 – 004	Declarations of Councillors’ interests pertaining to agenda items. None
25/26 - 005	Minutes Minutes from the meeting held 17 <sup>th</sup> March 2025.
25/26 - 006	Public Participation None
25/26 - 007	Internal Audit Report a - The Parish Clerk provided an overview of the Internal Audit report. The Parish Council accepted the HAPTC Internal Audit Report and actions for the financial year 2024/2025. The action tracker will be a standing item on future agendas to monitor progress.
25/26 - 008	Audit requirements for the year ending 2024/2025. The Parish Council reviewed the sections of the AGAR for 2024/2025. a – The Parish Council approved the Annual Accounts 2024/2025 b – The Parish Council approved the Annual Internal Audit Report for 2024/2025 c – The Parish Council approved Section 1, the Annual Governance Statement 2024/2025 d – The Parish Council approved Section 2, Accounting Statements 2024/2025 e – The Parish Council approved the public rights period to be 3 June 2025 – 14 July 2025.

	As each section was approved, the Chair and Parish Clerk / RFO signed each section as required.
25/26 - 009	Planning Applications Outcome of planning application
25/26 - 010	<p>Finance</p> <p>a – The Parish Clerk requested approval from the Parish Council to pay all future invoices relating to items provided by the below suppliers in line with the approved budget for 2025/26 –</p> <p>TWN Contracting – ground maintenance  Dacorum Council – payroll and processing  Morello Lite (Shy Studios) – Website maintenance  HAPTC – Internal Audit and subscription  Tonwell Village Hall – Hire of venue  East Herts – bin emptying  Insurance Renewal</p> <p>b - The latest finance sheet including invoice details, powers to spend and reconciliation to the cash book was presented to the Parish Council for review and their approval. The Parish Council approved the finance sheet as presented as well as noting the invoices that had been paid since the last meeting.</p> <p>c – The spend to date against budget was reviewed and noted.</p> <p>d – In accordance with the Standing Orders, the current asset register for the Parish Council was presented. This was reviewed and noted. This included the new play equipment.</p> <p>e – Acceptance of quotes – The insurance renewal quote had been received from Zurich, including the new play equipment. The renewal quote was approved and accepted.</p>
25/26 - 011	<p>Parish Updated</p> <p><u>Chapmore End</u></p> <p>Following engagement with East Herts and with support of Cllr Aubrey Holt the litter bin is due to be reinstated on the condition that the Parish Council are responsible for maintenance and emptying. This will be arranged as soon as confirmation has been received that the bin has been returned.</p> <p>Further discussion took place concerning the BOAT in Chapmore End and the on-going fly tipping and anti-social behaviour. Cllr Aubrey Holt and Cllr Ken Crofton are continuing to follow this up with the East Herts environmental team on behalf of the Parish Council.</p> <p><u>Tonwell</u></p> <p>The new play area is completed, and it is being used by the village. The Parish Council considering holding a formal opening event later in the year. The tree guards in the play area have been replaced following them being eaten and damaged.</p> <p><u>Crouchfields</u></p> <p>No issue raised</p>

25/26 – 012	<p>Items to Note</p> <p>a – It was noted that the quote from Setter for the playground sign has been approve prior to the meeting.</p> <p>b – It is recommended that quarterly operational inspections are carried out on the play equipment. The Parish Clerk is contacting 3 providers for quotes. These will be presented at the next meeting for review and approval.</p>
<p>Date of Next Meeting</p> <p>14 July 2025</p>	