

Hatfield & District group Parish Council

Minutes of the of the APCM THE hundredth and ninety sixth Meeting of Hatfield & District Group Parish Council meeting held on Wednesday 6TH May 2026 at 7.12pm at Pudleston Village Hall.

Present:	Chairman	Robert Hanson
	Clare Hadley	Mary Morris
	Ryan Price	

Also present SD Hanson (Clerk)

1. 1. Election of Chairman

Robert Hanson was proposed as Chairman by CH, seconded RP all in favour **Resolved**.

The Chair signed his Acceptance of Office witnessed by the Clerk/RFO.

2. Election of Vice Chairman Mary Morris proposed by RH, seconded by RP all members were in favour **Resolved**.

3. Apologies Mike Bufton (work commitments) Adam Lewis (work commitments) Bruce Baker (Ward Member) meeting clash

4. Declaration of interest and written applications for dispensation. Clare Hadley ref 8. Planning 260958. CH signed the Dofl& Waford book

5. Minutes. A motion to adopt the minutes of the Ordinary meeting held on 11th March 2026 was proposed. The minutes were confirmed as a true record and signed by the Chairman. Resolved

6. Open Session To receive a brief verbal report from

6.1 Ward councillor BB *Not present*

6.2 To Note: Matters raised by members of public *none present*

7.1 Finance

7.1.1 Clerk reappointed as RFO.

7.1.2 PAYE Clerk enters monthly.

7.1.3 Delegated Power

Under section 101, LGA the council can arrange for the discharge of any of its functions by an officer of that Authority. Standing Orders or council resolutions to be delegated to the Clerk. Specifically, the clerk will act in accordance with the Chairman and one other. The Clerk making decisions under delegated Powers needs to keep a public record of decisions under LA7a Act 2014 s 40 (3) and any consequent regulations not in force.

7.1.4 Cheques passed for payment: **DD** Information Commissioners Office ICO £47.00 Clerk's Wages £**** (685) Clerk's Expenses £46.19 (686) PVH Hire £10.00 (687) Cheques paid in accordance with the budget Internal Auditor £50.00 Mrs C Griffiths (688) Gallagher Insurance £394.64 insurance premium (689) (3 year fixed contract)

7.1.5 Precept received £3250.00 17/04/26

7.1.6 VAT had been applied for

7.2 Audit

7.2.1 Exemption certificate (where higher gross income or gross expenditure did not exceed £25,000) The Parish Council passed a **resolution** confirming they meet the criteria and wish to claim exemption for AGAR 2025/26 *Completed and Signed by RFO and Chairman*

7.2.2 To consider Internal Auditors Report *Considered and Approved by RFO & Chairman* **Resolved**
Accounts were also checked over by the Internal Auditor on 31/07/25; 30/11/25

Chairman.....Dated 8th July 2026

7/26

7.2.3 To consider Adopting Annual Accounts *Considered, completed and Approved by RFO & Chairman* **Resolved**

7.2.4 To approve Section 1 – Annual Governance statement 2025/26 *Considered, completed and approved by RFO & Chairman* **Resolved**

7.2.5 To approve Section 2 Accounting Statement 2025/26 *Considered, completed and approved by RFO & Chairman* certificate **Resolved**

The Exemption Certificate had to be returned to the External Auditors PKF Littlejohn. The other documents along with the Notice of Public Rights and publication of Annual Governance & Accountability Return would be placed on website.

7.2.6 Treasurer's Account Balance (Bank Reconciliation) at 31/03/26 £10,959.

7.27 The Transparency code was reviewed and it was confirmed that all requirements of Transparency Code for the higher gross income or gross expenditure of £25,000 or less were completed.

8.Planning

8.1 Consider comments on the following planning applications for determination by Herefordshire Council

251884 Land at Buckland Farm, Buckland **Docklow** *Reconsultation* The PC have no additional comments to make on this application as their original comments and support is up to date.

Clare Hadley left the room

260958 Land North East of Curates Cottage **Hatfield** comment *"The Parish Council do not feel able to comment on this application as despite 99% of Hatfield residents/parishioners objecting to the original planning application, it was still passed by the Planning Office. The Parish Council fully support their parishioners in this issue.*

Clare Hadley was invited to rejoin the meeting.

8.2 To Note Planning Applications Approval/Refusal by Herefordshire Council: None received

9. Highways No outstanding issues at the moment. The members did agree that the road in the dip past Hatfield Court was in need of serious attention.

10. To Note Information Sheet

10.1 Your next Steps to Tourism Conference HC

10.2 £ 4.1million investment to better support care leavers and families through innovative new housing solutions

10.3 Poetry readings available to South West and Wiltshire based organisations Andrew Rae will speak to community groups

10.4 Herefordshire Bid roadshow Next meeting Leominster – 14 May 2026

Daytime Roadshow, 10am to 2pm, The Lion Ballroom Leominster Business Group, 5.30pm to 6.30pm

10.5 The Boundary Commission Alterations to Boundaries. At this present time there appears to be no changes to the Hampton Ward.

Any additional information on adjoining sheet

12. To consider matters as Agenda items for next meeting (No Discussion)

13. Date of Next Meeting Wednesday July 8th (proposed) at Pudleston Village Hall at 7pm.

There being no further business the meeting closed at 7.59 pm

Chairman.....Dated 8th July 2026