

Minutes of Westmill Parish Council Meeting
held on **Wednesday 2 September 2026**
at **7.30pm** in **Westmill Village Hall**

Present: Cllrs Jim Beaven, Steve Cowler, Tom McMullen (Chairman)
In attendance: Sarah Kubica (Parish Clerk), District Cllr Aubrey Holt, 2 members of the public

26.41 APOLOGIES

To receive and approve apologies for absence
Cllr Clifton for reasons that are accepted
Cllr Debono for reasons that are accepted

26.42 INTERESTS

- a) To receive declarations of interest from councillors on items on the agenda
Cllr Beaven for T&M Greg Trust in his capacity as Trustee **Noted**
b) To receive written requests for dispensations for declarable interests; and **None**
c) To grant any requests for dispensation as appropriate **None**

26.43 PUBLIC PARTICIPATION

To allow members of the public and councillors to raise matters of concern
Some discussion of recent flooding to properties at the bottom of Cherry Green Lane due to recent heavy rain and discussion on natural course of the flow of water

26.44 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

To approve the Minutes of the Meeting of Westmill Parish Council held on [Wednesday 13 May 2026](#) as an accurate record of proceedings

Resolved, that the minutes be accepted as a true and accurate record of proceedings and duly signed. Agreed unanimously

26.45 RURAL POLICING

To receive update from officers if present, or the clerk
Clerk attended Local Policing Priorities Setting online meeting on 27 August, the last of this type of engagement. Police urge everyone to sign up to hertsconnected.co.uk to report the ongoing priorities for the parish. Police focus on flytipping, hare coursing and poaching, anti-social behaviour in Buntingford. Police advice to approach local businesses to resolve parking issues in the village

26.46 COUNCILLORS' REPORTS

To receive reports from parish, district and county councillors on activities undertaken in the parish
Cllr Holt thanked the parish for good attendance at his surgery at St Mary's in June and would like to attend the First Aid awareness on 24 September. Cllr Holt to advise on sources of funding for repairs to village green pump and will raise recent issue of nitrous oxide canister flytipping with the police
Cllr Beaven continues to inspect the defibrillator weekly

26.47 FINANCE

- a) To authorise payments made in accordance with the budget
b) To note receipts

PAYMENTS SINCE THE LAST MEETING					
			02/07/2026	100 Parishes	£10.00
29/05/2026	Ionos Cloud	£10.80	02/07/2026	Litter pick (3)	£55.50
29/06/2026	Grass cuts	£120.00	29/07/2026	Ionos Cloud	£13.20
29/06/2026	Litter pick (2)	£55.50	03/08/2026	Litter pick (4)	£55.50
29/06/2026	PC Insurance	£542.73	03/08/2026	TMGT bin	£30.00
29/06/2026	dog bin fee	£203.80	06/08/2026	ICO	£47.00
01/07/2026	Ionos Cloud	£25.20	11/08/2026	vg signs	£4,495.32
02/07/2026	clerk salary	£451.80	11/08/2026	Grass cuts	£60.00

EXPECTED PAYMENTS TO NOV
 WEBSITE EMAIL AUG-OCT 3 x £4.80
 ST MARYS DONATION £200.00
 LITTER PICK AUG-OCT 3 x £55.50
 CLERK SALARY JUL-SEP EST £451.80
 PAYROLL ANNUAL FEE £90.00

BENCH REPAIR £75.00
 SIGN PLAQUE £50.00
 GRASS CUT AUG-NOV 5 x £60
 CHRISTMAS TREE EST £150.00
 SANDBAGS £60.00
 MEETING ROOM HIRE EST £104.00

RECEIPTS SINCE THE LAST MEETING

02/03/26 BANK INTEREST £29.34
 10/03/26 BANK APOLOGY £50.00

Resolved, to approve a-b. Agreed unanimously

c) Bank statement verification

Bank statements and reconciliation verified at the meeting by Cllr Cowler

d) To note The Hundred Parishes Society confirmation of grant for up to £2240

e) To consider donation request from Citizens Advice East Herts

Noted

Noted

Not approved

26.48 PLANNING

To receive Planning Report and current Planning Applications

Planning Application Ref	Location	Deadline/ Decision Date	Consultation Description	Comments	LPA Appeal Ref
3/26/0286/HH	2 Townsend Cherry Green Lane SG9 9LE	26/03/26	Single storey porch extension and single storey rear extension	Granted	N/A
3/26/0701/HH	4 Townsend Cherry Green Lane SG9 9LE	29/06/26	Single storey front and rear extensions, first floor side extension and alterations to fenestration	Withdrawn	N/A
3/24/0966/OUT	Land North Of A507, West Of A10 Buntingford	21/10/25	Outline application for development of up to 600 dwellings (C3), elderly accommodation (C3), Mixed Use Local Centre (incl flexible use E, F and Sui Generis), First School, informal, formal open space, associated works, infrastructure incl new access from A507 and pedestrian bridge over A10, all matters reserved except access	Object Appeal lodged	REFUSE 6008238
3/24/1255/OUT	Land South Of A507, West Of A10 Buntingford	Appeal start: Sept 2026	Outline application for development of employment land (flexible use B2, B8, E(c) and E(g)), informal open space, associated works, infrastructure incl new access from A507, all matters reserved except access	Object Appeal lodged	REFUSE 6009644

26.49 HIGHWAYS

Update on request to fund vehicle activated devices to deter speeding on the A10

Cllr Cowler was referred back to Hertfordshire County Council and the county cllr's highways locality budget

26.50 VILLAGE GREEN

a) To agree delivery instructions and arrangement for installation of directional signs

To be delivered to Cllr McMullen, end September/early October

b) To agree programme of works to renew benches and tidy kerb edges

Resolved, to obtain quotes to strip and re-coat benches and use surplus grass cut budget to request mower contractor to tidy the green's kerb edges and those along the verges through the village. Agreed unanimously

c) To confirm arrangements for the replacement of oak posts

Reoccurrence of damage is possible if a vehicle has to manoeuvre around cars parked too close to junctions

Resolved, not to replace posts. Agreed unanimously

26.51 COMMUNITY FIRST AID AWARENESS, 24 SEPTEMBER 7PM

To agree donation to St John Ambulance and if a councillor is able to attend

Cllr Cowler able to attend

Resolved, to donate £50, rising to £100 for 10 attendees. Agreed unanimously

26.52 FIRE SAFETY ENGAGEMENT EVENT, 7 SEPTEMBER 7PM

To confirm councillor numbers for the invitation from Hertfordshire Fire and Rescue and East Herts Rural Neighbourhood Team

Cllr Beaven able to attend

26.53 RISK ASSESSMENT

To receive an updated risk assessment from Cllr Debono (circulated to councillors)

To protect for the future, renovation of pump expected within five years

Resolved, to obtain quotes to repair the roof of village green pump. Agreed unanimously

26.54 T&M GREG TRUST

To receive a report on activities

Village Hall Project - roofing repairs to the hall and cottage underway since 20 July, after 5 years of work to secure funding. Roof was stripped under supervision of an appointed bat ecological consultant and timbers assessed and repaired before being newly insulated and re-felted. Roof tiles re-used where possible. Skip and scaffolding around the cupola now removed, external remedial work due including work to replace gutters with heritage aluminium
Village Hall - Westmill Nursery set to return next week and is congratulated on its recent positive Ofsted report, fire extinguisher servicing booked in
Pilgrims Close Almshouses - trustees agreed to some renovations at number 1
Village Hall Cottage - some snagging due post renovation
Playground - annual inspection arranged through East Herts Council due, monthly risk assessments continue
Allotments - one smaller allotment plot is available
Jackson's Meadow - ragwort removal carried out by licensees
Grazing field - ragwort removal carried out by licensee and topping of the field due
Recreation Field - WFC continue to maintain grass cutting and use the field most Sundays for two of its team's matches and training. Trust looking at options to create parking area. Trustees are grateful to The Sword for use of its car park on Sundays
Community Events in the village hall - first aid awareness 24 September, quiz night 24 October, open day with photographic record of recent repairs and plaque unveiling 31 October 10am-4pm
Next meeting - 19 October

26.17 CLERK'S REPORT

Items for information only

12 month discount for web hosting obtained. Clerk attended free [NALC Cyber Security Training](#) and county association briefing on Local Government Reorganisation in August. Sandbags purchased to alleviate residents' flooding to properties. East Herts Environmental and Climate Forum, 7pm Wednesday 20 September. WPC invited to village hall plaque unveiling on 31 October.

26.18 DATES OF NEXT MEETINGS

Proposed: 18 November 2026, 10 February, 12 May, 1 September 2027

The meeting closed at 8.21pm. The chairman thanked everyone for their contribution