



**Annual Meeting**  
**Studham Methodist Chapel**  
on  
**Monday 15<sup>th</sup> May 2023 at 7pm**

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND**  
**MEMBERS OF THE PRESS AND THE PUBLIC ARE WELCOME TO ATTEND**

9<sup>th</sup> May 2023

S Harrop (Studham Parish Clerk)

**AGENDA**

**Part A – Annual Meeting**

|    |                                                                                               |                                                      |
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| 1. | APOLOGIES FOR ABSENCE                                                                         |                                                      |
| 2. | COUNCILLORS' ACCEPTANCE OF OFFICE                                                             |                                                      |
| 3. | TO ELECT A CHAIRMAN FOR THE ENSUING YEAR                                                      |                                                      |
| 4. | DECLARATION OF OFFICE – CHAIRMAN<br>Newly elected Chairman to sign acceptance document        |                                                      |
| 5. | TO ELECT A VICE- CHAIR FOR THE ENSUING YEAR                                                   |                                                      |
| 6. | TO APPOINT PORTFOLIO HOLDERS FOR THE ENSUING YEAR                                             |                                                      |
|    | a) Planning                                                                                   | h) Liaison with SKAW Good Neighbours Scheme          |
|    | b) Liaison with Studham Playing Fields and Sports and Social Club                             | i) Development and Review of Policies and Procedures |
|    | c) Rights of Way                                                                              | j) Welcome Pack management for newcomers             |
|    | d) Police and Neighbourhood Watch Liaison                                                     | k) Defibrillator Management                          |
|    | e) Highways                                                                                   | l) Website and Parish Email Management               |
|    | f) Liaison with Studham Village School                                                        | m) Salt Bin Management                               |
|    | g) Liaison with the Trustees of Studham Village Hall (including proposed replacement thereof) | n) Asset and Insurance Management                    |
|    | h) Liaison With Friends of Studham Common                                                     | o) Gardening Contract Management                     |

**Part B – General Meeting**

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| 1. | DECLARATIONS OF INTEREST                                                                                                                                                                                                    |
| 2. | PUBLIC QUESTION TIME<br><i>(Members of the public are reminded that only electors for the Parish of Studham are permitted to put questions to the Council or make comments and must begin by stating name and address).</i> |
| 3. | REPORT OF WARD COUNCILLORS                                                                                                                                                                                                  |
| 4. | TO CONFIRM THE MINUTES OF THE MEETING HELD ON:<br>i. Monday 3 <sup>rd</sup> April 2023<br>Any matters arising therefrom.                                                                                                    |
| 5. | REPORT OF THE INCOMING CHAIRMAN                                                                                                                                                                                             |
| 6. | REPORT OF THE INCOMING VICE-CHAIRMAN                                                                                                                                                                                        |

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| <b>7.</b>  | <b>PLANNING MATTERS</b><br><b>a) New planning applications</b><br>i. <b>CB/23/01017/FULL – 38 Church Road, Studham LU6 2QA</b> – Demolition of existing rear conservatory and outbuilding. Construction of a single storey rear extension and conversion of attached garage to form additional living accommodation. Internal alterations converting Bedroom 4 to form first floor bathroom and walk-in-wardrobe to Bedroom 3.<br>ii. <b>CB/TRE/23/00156 – 55 Woodland Rise, Studham LU6 2PF</b> – Works to a tree protected by a Tree Preservation Order SB/82/0000G34 Oak Tree.<br>iii. <b>CB/23/00936/FULL – Land at the Corner of Pedley Hill and the B440, Dagnall</b> – Temporary Permission (3 years) for an agricultural workers dwelling (prefabricated unit) along with ancillary temporary storage and boiler unit and a landscaped bank around the property (retrospective).<br>iv. <b>CB/22/04134/FULL – Mile Barn farm, Hemel Hempstead Road, Dagnall, Berkhamsted HP4 1QR</b> – The redevelopment (including the demolition of existing buildings) of an employment site to deliver 9 residential units, office space and associated parking, vehicle access arrangement and associated infrastructure.<br><b>b) Other Planning Matters</b> |
| <b>8.</b>  | <b>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)</b><br>To approve the 2022/23 Annual Governance and Accountability Return and Accounting Statements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>9.</b>  | <b>ACCOUNTS FOR PAYMENT</b><br>Accounts relating to April 2022 to be approved for payment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>10.</b> | <b>BUDGET STATEMENT (Distributed)</b><br>To approve the financial statement of income and expenditure for the year to 31 <sup>st</sup> May 2022.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>11.</b> | <b>CORRESPONDENCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>12.</b> | <b>REPORT OF CLERK</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>13.</b> | <b>ITEMS FOR THE NEXT PARISH LINK</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>14.</b> | <b>ITEMS FOR THE NEXT AGENDA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>15.</b> | <b>DATE AND TIME OF FUTURE MEETINGS</b><br>Monday 5 <sup>th</sup> June 2023 @7pm<br>Monday 3 <sup>rd</sup> July 2023 @7pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |