

To: MEMBERS OF THERFIELD PARISH COUNCIL

You are hereby summoned to attend the Meeting of the Council in Therfield Parish to be held on Tuesday 13th January 2026 at 1930 in The Therfield Chapel to transact the business shown in the agenda below.

The meeting is open to members of the public and press.

Kelly Buckle (Clerk)

7th January 2026

AGENDA

26/01/01	To Receive and Approve Apologies for Absence
26/01/02	<p>Interests</p> <ul style="list-style-type: none"> a) To Receive Declarations of Interests from Members on items on the Agenda. b) To Receive Written Requests for Dispensation for Declarable Interests. c) To Grant any Requests for Dispensation as Appropriate.
26/01/03	To Approve the Minutes of the Full Council Meeting held on Tuesday 11 th November 2025
26/01/04	<p>Public Comments or Representations</p> <p>Members of the Public and Councillors may raise matters relating Agenda items</p>
26/01/05	<p>Status of Actions from the Previous Meeting</p> <ul style="list-style-type: none"> a) Minute 04.11.25. Cllr Danter to provide an update the status of S106 Monies for ongoing developments for the next meeting. b) Minute 04.11.25. Cllr Danter to provide an update on the benefits to infrastructure / improvements Therfield is likely to see because of the developments for the next meeting. c) Minute 05.11.25. The Clerk to use quotation from NHC re: Installation of a new dog bin in the draft 2026/27 Budget. Action complete. d) Minute 13.11.25. The Clerk to rework the draft budget based on a Precept of £13,200 for presentation at the January meeting. Action complete. e) Minute 13.11.15. Cllr Wealthy to contact the newsletter and confirm the PC Grants (s137) amount. Action complete. f) Minute. 13.11.25. The Clerk to provide the Conservators with invoices from Bullards to support the grant of £800 towards grass cutting. Action complete. g) Minute 13.11.25. The Clerk to give Broadmead Leisure the go ahead to undertake the identified remedial playground maintenance for the 2025/26 financial year. Action complete.

	<p>h) Minute 13.11.25. The Clerk to obtain revised quotations for the purchase of a picnic bench in accordance with Minute 25.AFC.16. Action Outstanding.</p> <p>i) Minute 13.11.25. Cllr Wealthy to add the newsletter report to the website. Action complete.</p> <p>j) Minute 13.11.25. Cllr Whitby to obtain a quote to alter the mechanism on the church clock. Action complete.</p>
26/01/06	To Receive a Report from the County Councillor
26/01/07	To Receive a Report from the District Councillor
26/01/08	To Receive a Report on Planning
26/01/09	To Receive a Report from Therfield Conservators
26/01/10	<p>To Approve the following Policies</p> <p>a) TPC Equality Policy *</p> <p>b) TPC Freedom of Information Policy *</p> <p>c) TPC GDPR Breach Notification *</p> <p>d) TPC GDPR Subject Access Request Procedure *</p>
26/01/11	<p>To Review the following Policies</p> <p>a) TPC Scheme of Delegation *</p>
26/01/12	<p>To Approve the following Finance Reports</p> <p>a) TPC Finance Report 2025-26 Q2 September 25 *</p> <p>b) TPC Finance Report 2025-26 Q3 December 25 **</p>
26/01/13	To Consider Estimates for Grass Cutting for 2026
26/01/14	<p>Budget Setting 2026 / 2027</p> <p>a) To Agree the Budget for 2026/27 *</p> <p>b) To Agree the Precept Demand</p>

26/01/15	<p>Councillor Proposals</p> <ul style="list-style-type: none"> a) Proposal: To Grant the Newsletter £200 for the 2025/26 Financial Year and £300 for the 2025/26 Financial Year (DW) b) Proposal: To consider a response to the Consultation on North Hertfordshire Town Centres Strategy (DW) c) Proposal: To write to Thames Water concerning the sewage and waste issues in the Chapel Green area (DW) d) Proposal: To issue a grant to the Lunch Club to cover the cost of VAT relating to business activities (DW) e) Proposal: To resynchronise the Church Clock at a cost of £755.18 (to include supply, fitting and set up) (SW)
26/01/16	<p>To Consider the need for any Press Release arising from Decisions taken at the Meeting</p>
26/01/17	<p>Date of the Next Meeting:</p> <ul style="list-style-type: none"> a) Full Council. Tuesday 10th March 2026 at 1930 <p>All proposed Agenda items to be forwarded to the Clerk 10 clear working days prior to the Meeting</p>

THERFIELD PARISH COUNCIL

DRAFT BUDGET 2026-27

	Budget 2026 - 2027	Notes
INCOME	£	
Net Precept	13,200.00	Proposed Precept
Conservators	800.00	Contribution to Grass Cutting
TOTAL INCOME	14,000.00	
Details	Budget 2026 - 2027	Notes
EXPENDITURE	£	
Administrative	1.05	
Clerk's Salary & Expenses	3,520.57	Based on 4 hours per week with current hourly rate uplifted by 5%
PAYE Expenses	546.44	Employers NI (7%) and external payroll cost (£25 per month)
Office Supplies & Equipment	136.50	2025/6 Budget uplifted by 5%
Training & Recruitment	204.00	HAPTC Training @ £17 per session based on 2 sessions per Councillor per year
Grants	700.00	£300 Newsletter / £400 Lunch Club
Subscriptions	428.55	HAPTC £376.55 / ICO £52
Hire & Rental	136.50	2025/6 Budget uplifted by 5%
Insurance	535.50	2025/6 Budget uplifted by 5%
Audit Fees	231.00	2025/6 Budget uplifted by 5%
	6,439.06	
Council Activities		
Annual Clock Maintenance	157.50	2025/6 Budget uplifted by 5%
Grass Cutting	3,138.00	Bullards quotation
Hedge Cutting	231.00	Bullards quotation
Servicing of Dog Bins	491.06	2025/6 Budget uplifted by 5% with one extra bin at £2.78 per week
Playground Safety Reports	315.00	Current charge of £75 per quarter uplifted by 5%
Website	340.00	Quotation for 2026
	4,672.56	
Projects & Assets		
New Dog Bin (Minute 05.11.25)	385.32	As per Minute 05.11.25
Upgrade to Church Clock	850.00	Sally to confirm
	1,235.32	
Provisions for Reserves		
Balance to Reserves	1,653.06	Balancing Figure to Reserves
	1,653.06	
TOTAL EXPENDITURE	14,000.00	