

**THE COUNCILLORS ARE SUMMONED TO THE PARISH COUNCIL MEETING TO BE HELD ON  
MONDAY 6<sup>th</sup> July 2026 7.30PM AT THE PAVILION, FLAMSTEAD**

Members of the press and public are invited to attend

**AGENDA**

1. To receive and approve apologies – Clerk KS
2. To receive declarations of interest on agenda items
3. To resolve that the minutes of the Parish Council of 8<sup>th</sup> June 2026, 7.30pm are a correct record
4. Public and press participation (15 minutes maximum)
5. Jane Timmis – To update the meeting.
6. County Cllr Caroline Smith-Wright to update the meeting
7. i) Planning: New Applications:

Application Reference	Address	Description
26/01385/FHA	Hillside View Old Watling Street Flamstead	First floor side extension
26/01429/FHA	29 Parsons Close Flamstead	Single-storey rear extension, front porch and solar panels on existing roof slope.
26/01487/LDP	15 Old Watling Street Flamstead	Single storey side extension, single storey rear extension and hip-to-gable roof extension with rear dormer. Insert 2x skylights in the front slope of the roof.

ii) Planning Decisions taken by DBC: May 2026

Application Reference	Address	Proposal	Decision
26/01209/AGD	30 Acre Farm Markyate	Agricultural storage building	Application Withdrawn
26/01014/FHA	Watling Cottage London Road Flamstead	Removal of existing entrance walls	Granted
26/01006/FHA	Timbers Hollybush Lane Flamstead	Two storey front and rear extension	Granted
26/00988/FUL	Premier Inn London Road Flamstead	Installation of external plant equipment	Granted
26/00876/FHA	34 Singlets Lane Flamstead	Replacement roof, first floor rear extension,	Granted
26/00819/FHA	21 Parsons Close Flamstead	Two storey rear extension and first	Granted

		floor side extension	
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8. Contracts/Invoices for Flamstead Cricket Club 2026 – Review of Flamstead Cricket Club’s 2026 hire charge and agreement - Email to be discussed – Cllr Pither
9. Plan for the Pavilion – Cllr Williams Cllr Humphreys to update.
10. Governance and Administration – External Audit – requested documents have been sent to the External Auditor and published on the Flamstead Village Website from the 1<sup>st</sup> of July 2026 – 31<sup>st</sup> of July 2026 – Website has been updated as requested from the 1<sup>st</sup> of July 2026.
11. Discuss Clerks Contract – Cllr Crowie
12. Pension/Backdated Pension and holiday pay/Outsourcing payroll/Holiday/Annual salary % increase – Cllr Crowie.
13. Defibrillator Telephone Box Installation – Date required for installation.
14. Friendless Lane Update

Updates from 8<sup>th</sup> June 2026

1. 26/01209/AGD - 30 Acre Farm Markyate St Albans – Objection Raised
2. 26/01073/FUL - Land On The West Side Of River Hill Flamstead - Objection Raised
3. 26/00980/MOA – Tassell Hall Redbourn – Objection Raised
4. Contracts/Invoices for Flamstead Cricket Club 2026. – clerk advised of previous years payments – Agreed to cost of an annual increase of £250.00 moving forward – Contract and invoice has been emailed to Flamstead Cricket Club.
5. Plan for the Pavilion – Cllr Williams Cllr Humphreys – discussed future plans for the pavilion – possible extension at the back – new entrance for the toilets and changing room in the present pavilion – possibility of moving the changing rooms to make the pavilion larger – changing rooms are used rarely – possible new changing rooms/toilets – Further discussion required.
6. Governance and Administration – External Audit requirements for the year 2025/26 – to be resolved formally:
  - a) To approve the Annual Accounts -
  - b) To approve the Annual Internal Auditor Report
  - c) To approve Section 1 – Annual Governance Statement
  - d) To approve Section 2 – Accounting Statements
  - e) To agree the dates for the Public Rights Period 1<sup>st</sup> of July to 31<sup>st</sup> July
 Items discussed and approved.

Kelly Senior  
 Clerk to Flamstead Parish Council  
 30<sup>th</sup> June 2026