

SPC STANDON PARISH COUNCIL

Minutes of the Meeting of Standon Parish Council held on Thursday 28th March 2024 at 7.30pm in the Lankester Lounge, Standon & Puckeridge Community Centre, Station Road, Puckeridge

PRESENT: Cllr Tony Cracknell (Chairman), Cllr Sally Crook, Cllr Pat Foot , Cllr Ralph Granville, Cllr Michael Marshall, Cllr Maureen Wren.

CLERK: Belinda Irons

HERTS CONSTABULARY PC Leon De Bruyn, PCSO Rhona Blackham

PUBLIC: 2

24.35 Councillor absences: Cllr Frank Luca, Cllr Zarina Luca Cllr Chris Leage
Standon Parish Council accepts/rejects the reasons for absence

24.36 Declaration of Members' Interests for this meeting:

Cllr Cracknell Community Centre committee

Cllr Wren Community Centre committee

Cllr Foot Allotment holder

Standon Charities: PC Representative

Cllr Marshall Village Hall committee: PC representative

Cllr Crook Village Hall committee: PC representative

24.37 Minutes of Parish Council Meeting

RESOLUTION: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 22nd February 2024

PROPOSED: Cllr Cracknell, seconded: Cllr Wren. AGREED AND RESOLVED UNANIMOUSLY.

24.38 Public comment or representation:

Entry to Community Centre: complaint that entry to the building via the main door which has disabled access and toilet access is prevented when child care providers are using the Fordham Hall. The Parish Council will refer the issue to the Recreation Ground Charity.

24.38 Police, County & District Council reports

Police: PC De Bruyn advised that there was an increase in thefts from vehicles in February, which was mainly theft of number plates and fuel.

Number plate theft has risen considerably as people attempt to avoid the ULEZ and bridge charges. Criminals also swap number plates in an effort to avoid ANPR recognition of vehicles flagged as involved in criminal activity.

The Police are suggesting vehicle owners may wish to install anti-theft screws to number plates.

There have been major fly tipping events in the District. Cllr Crook advised of a major tip in Paper Mill Lane which meant the lane was inaccessible for 48 hours. HCC has still not cleared the tip 6 weeks after the event took place.

Poaching and hare coursing are also of great concern and all suspicious vehicles should be reported to the Police.

Speed is constantly being monitored. Colliers End issues were raised. PCSO Blackham will provide information on a speed camera which can be monitored. Those infringing speed limits are written to by the Police. Three letters can result in the vehicle being seized.

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Parking on footways may be classed as wilful obstruction and can attract an immediate £30 for offenders. A wheelchair or double buggy must be able to be pushed along a footway unimpeded.

Parking outside schools continues to be an issue which is very difficult to manage given the number of schools in the District.

The Police are engaging with school children through 'mini-police' events where children can use a speed gun to monitor vehicle speed, and speak to offenders direct. The Children & Young Persons Team also visit schools and speak about, for example, internet safety, and also demonstrate Police equipment such as drones and quad bikes.

The Police are also engaging with older people regarding scams and staying safe.

The Police are keen to attend local events such as cafes and lunches to engage with the community. The annual 'Opal' event usually takes place in Much Hadham and is a multi-agency opportunity for residents to receive information from the Police, Fire & Rescue, Housing and other agencies.

The Policing Priorities meeting will take place in April. Everyone is asked to contact the Police via the 'ECHO' system to suggest issues to be considered.

This was a very informative update by the Police and the Parish Council was very pleased that Officers took time to attend the meeting given the pressures on the Police Service.

HCC: Cllr Andrews by telephone to the Clerk: The Clerk advised that Cllr Andrews is in very regular contact by telephone on a range of issues affecting the Parish. Cllr Andrews has advised that he is supporting his Councillor colleagues on the Kings Yard situation and trying to achieve action from EHDC and HCC, which is proving difficult.

EHDC: Apologies from Cllr Bull. Cllr Bull has chased issues on behalf of the Parish Council

24.39 Standon Village Hall: Cllr Marshall & Crook
Committee Report/update

Culvert: progress update: The Parish Council has received photographic updates from Mr Finch which have demonstrated the extensive level of obstruction the contractors are dealing with. The contractor has completed Stage 2 of a 6 Stage process. The gravel is being cleared in stages, and the inside of the culvert lined with specialist products. The gravel trap will need to be carefully monitored once works are completed to ensure that it prevents gravel entering the culvert again.

24.40 Legal update: Clerk

Land Registry: Standon High Street Common Land: Cllr Cracknell:
information awaited from Land Registry

Burrs Meadow: licence agreement sent to adjacent householders: the Parish Council solicitor is liaising with one householder who has queried the charges.

24.41 Highways: Cllr Wren

24.42 Planning Matters: Cllr Leage

Planning applications:

3/24/0491/LBC	New Street Farm, Kents Lane, Standon Conversion of agricultural roadside barn to industrial, storage and distribution and
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	p. 2024.23 commercial, business and services. Timber part glazed screen and wall added to the South elevation. New window added to East elevation. Internal alteration to remove partition wall, install new partition walls and doors. <i>No objection</i>
3/24/0562/FUL	Rigery Lane, Colliers End Creation of agricultural access: <i>No objection</i>

Other Planning Matters:

Enforcement: 24 Southfields, Standon: E/22/0239/ENF: 3/22/1713/CLPO

Withdrawn: Retrospective planning application awaited Case

reference: EHDC567143343

Land Adj Buntingford Road/ B1368/A10: E/22/0305/ENF: trees removed possibly with TPOs

Chaldean Farms, Great Barwick Farm, Barwick: E/23/0041/ENF

Skeleton Green: E/23/0056/ENF: change of use/ highway obstruction

Standon Business Park EHDC update received.

Little Croft, Colliers End: 3/23/1659/CLEO: Erection of 2 separate outbuildings within the curtilage of a dwelling house as a use incidental to the enjoyment of a dwelling house: permission refused: appeal submitted. APP/J1915/X/23/3336014

Little Croft, Colliers End: Appeal: Retrospective application for the temporary use of outbuilding as C3 dwellinghouse during construction of primary dwellinghouse If you wish amend your comments or make any new ones, please contact the Planning Inspectorate quoting reference APP/J1915/W/24/3337130 by 1st May 2024.

Lorne Croft: appeal: APP/J1915/D/3331929

Kings Yard, B1368: Concerns raised regarding change of use, encroachment on highway verge, dangerous parking resulting in sight obstruction of entrance to highway, dangerous working practices.

EHDC: letter sent regarding outstanding items: no response to date

24.43 Finance: Cllrs Foot & F Luca

a. Bank Reconciliation 29th February 2024 (Scribe)

Cash in Hand 01/04/2023	241,285.58
ADD Receipts 01/04/2023 - 29/02/2024	148,904.48
	390,190.06
SUBTRACT Payments 01/04/2023 - 29/02/2024	131,520.91
A Cash in Hand 29/02/2024	258,669.15 (per Cash Book)
Cash in hand per Bank Statements	
Petty Cash 29/02/2024	0.00
Standon Parish Council current account 29/02/2024	70,830.69
Standon Parish Council reserve 29/02/2024	22,670.62
Unity Trust Bank 29/02/2024	85,732.75
Saffron Building Society 31/12/2023	81,147.14
Standon Recreation Ground Charity 31/10/2023	0.00
	260,381.20 B
Less unrepresented payments	1,712.05
Plus unrepresented receipts	
Adjusted Bank Balance	258,669.15 A = B Checks out OK

RESOLUTION: That Standon Parish Council herewith agrees the bank reconciliation for February 2023 calculated through the Scribe accounting system, against the bank statements emailed to all Councillors in advance of

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the meeting PROPOSED: Cllr Wren, seconded Cllr Cracknell. AGREED AND RESOLVED UNANIMOUSLY.

b. March Payments

Description	Supplier		VAT Type		Net
Administration	James Todd & Co Ltd	S	33.00	6.60	39.60
Allotment Rent	Standon Charities	Z	635.06		635.06
Play Inspection	Broadmead Leisure Ltd	S	60.00	12.00	72.00
Community Centre Cleaning	Cleaner (Feb)	Z	613.62		613.62
Culvert beneath Village Hall	Marks Heeley Ltd	S	150.00	30.00	180.00
Culvert beneath Village Hall	Marks Heeley Ltd	S	1,750.00	350.00	2,100.00
Culvert beneath Village Hall	Marks Heeley Ltd	S	1,350.00	270.00	1,620.00
Allotment Water	Castle Water	Z	5.00		5.00
Community Centre	East Herts District Council	Z	1,364.00		1,364.00
Culvert beneath Village Hall	Jonathan Wilson (Contracting)	Z	5,537.00		5,537.00
Culvert beneath Village Hall	TF Projects	Z	1,550.00		1,550.00
Colliers End village sign	Paul Curtis	Z	850.00		850.00
Broadband	BT Group plc	S	55.95	11.19	67.14
Pension	NEST Pension	Z	116.45		116.45
Clerk mobile phone	EE Ltd	S	15.00	3.00	18.00
Salary	Belinda Irons	Z	1,654.22		1,654.22
PAYE & NICs	HMRC	Z	659.47		659.47
Legal Services	Surrey Hills Solicitors	S	500.00	100.00	600.00
Legal Services	Surrey Hills Solicitors	S	350.00	70.00	420.00
Insurance	Clear Councils Insurance	Z	4,534.06		4,534.06
Community Centre	BT Group plc	S	128.33	25.67	154.00
community centre water	Castle Water	Z	187.57		187.57
Community Centre	East Herts District Council	Z	180.00		180.00
Community Centre electricity	Eon	S	785.94	157.19	943.13
Community Centre	Saffron Home Services	Z	260.50		260.50
Culvert beneath Village Hall	B3 Scaffolding Services Ltd	S	1,750.00	350.00	2,100.00
Culvert beneath Village Hall	Jonathan Wilson (Contracting)	Z	5,150.00		5,150.00
Community Centre Cleaning	Cleaner (Mar)	Z	696.00		696.00
	Total		30,921.17	1,385.65	32,306.82

RESOLUTION: *That Standon Parish Council herewith agrees the payments presented on the schedule provided to Councillors by email in advance of the meeting* PROPOSED: Cllr Granville, seconded Cllr Cracknell. AGREED AND RESOLVED UNANIMOUSLY.

c. Bank signatories: update: Unity complete. Other accounts to be actioned.

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- d. Budget against expenditure: report: Year End budget to be provided at the April meeting.
- e. Internal Audit: update: The Internal Auditor will complete the internal audit once the bank statements enable the year end to be finalised.

- i. Quarterly provision of budget against expenditure: to be provided from the Scribe accounting system.
- ii. Open new Building Society Account and Transfers of Funds: The Clerk has completed the necessary documents. Cllrs Foot and Wren completed the document at the meeting. Cllr Leage to complete.

24.44 Members Portfolio Allocation:

- Cllr Cracknell Colliers End: Environmental Improvements: ongoing
Phone box: defibrillator cabinet & electrical installation: Cabinet received. Electrician to install. Defibrillator to be supplied by Community First Responders
Colliers End Village Sign: renovation completed: comment that the wood surround is not the same colour as the other sign.
- Cllr Crook: Paper Mill Lane: issues: major fly tip reported to HCC and the Police. No action from report 6 weeks ago.
The deep depression in the surface is preventing access – no action from HCC/ Rights of Way.
- Cllr Foot Allotments
: Recommendation to charge a deposit to offset clearing allotments on termination – to be added to the new allotment tenancy documents
: Allotment tenancy documents to be sent
It will be made clear that allotment produce is not to be sold for profit.
Standon Charities (Cllr Foot)
The next meeting will take place on the 16th May commencing 7.30pm
: Pudding Stone land: SPC to consider a management agreement whereby Standon Charities pays SPC to maintain the land: letter sent to Standon Charities which described the proposal. Standon Charities has asked for greater detail to be supplied. **ACTION: CLERK**
: Pudding Stone: bollards need replacing: quotes awaited
- Cllr Granville Playground: report: Cllr Granville has met the contractor who has explained the variation between his monthly reports and the annual report. Cllr Granville was very satisfied that the PC appointed contractor fully understands what work is required to ensure the play equipment is maintained to be safe for children to use. The Parish Council agreed the last documented list of works.
The Clerk will contact the Grounds Maintenance contractor to arrange weed spraying of matting and surfacing. **ACTION: CLERK**
Playground: new litter bin installed
Asset Management : ongoing.
- Cllr Marshall Environment:
Rewilding as recommended by EHDC/HCC:
Burrs Meadow
Memorial Field: hedges require extensive work/ north west corner: issues re antisocial behaviour: recommendation to cut back vegetation in north west corner including hedge reduction on South Road: Cllr Marshall recommended removal of all Elder, and cutting the hedge to just above ground level to enable regeneration, with supplementary

planting of Hawthorn whips to thicken it over time. The hedge was planted in the 1980's following the removal of the Poplars and is in serious decline. The Clerk will seek quotes from the Parish Council contractors. The hedge adjacent to South Road is also in serious decline. Contractors will be asked for their recommendations on how best to manage it. **ACTION: CLERK/MM**

Mansfield: Cllr Cracknell is developing a scheme
Burrs Meadow: vegetation management to north side: discussion
This issue raised concerns about how residents are communicating with the Parish Council. Councillors agreed to support any Councillor(s) subject to personal approach to manage the situation in line with the Nolan Principles.

Community Centre carpark: safety recommendation to install bollards to prevent vehicular access to ramped entrance: Clerk to purchase three bollards. **ACTION: CLERK**

Cllr Wren Communications / PS News: A detailed breakdown of costs will be provided to form the basis of the June PS News Parish Council/ Charity article. This will then inform decision making regarding the future of the Community Centre.

24.45 Governance:

- a. Data Protection and associated documents
- b. Environment Act 2021: Parish Council duty to comply: <https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>
- c. Councillor vacancy: awaiting EHDC advice that the Parish Council can co-opt.
- d. Annual Parish Meeting agenda: meeting to be postponed to the 30th May to enable Wilby & Burnett Surveyors to develop the feasibility study for the redevelopment of the Community Centre.

Chairman's welcome and report

Financial Report

The Recreation Ground Charity: Standon & Puckeridge Community Centre: the future: rebuilt, renovate, remain as is

Community Group reports: Community Café; Schools; Standon Village Hall;

Public discussion

24.46 Clerk's updates:

Bench & noticeboard: weatherproofing: Two noticeboards in planned works. Benches in planned works.

Section 106 fund availability: Discussion re skate ramps/ MUGA/ redesign of area
Contractors:

Hightopp Creations

Morti Sport & Play

Caloo

Broadmead Leisure

Sports & Play Consulting

Councillors discussed the issues surrounding the area to be subject to a sporting project. A quote for design will be sought from Sports & Play Consulting.

ACTION: CLERK

Dog Bin: Burrs Meadow: installed: it has filled it to overflowing and is awaiting emptying

Huntsmans Close Car Park: signage for terms of use: on hold subject to lease/ fencing: Cllr Marshall to review the agreement. **ACTION: CLERK/MM**

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24.47 Correspondence24.49 Dates of Next Meetings 2024:

25th April; 30th May (APCM); 27th June; 25th July; 26th September; 24th October; 28th November; Annual Parish Meeting: Thursday 30th May @ 7.00pm

24.50 Planning decisions and awaited decisions: Cllr Leage

3/20/1146/OUT Decision awaited	Standon Business Park Stortford Road Standon Outline planning permission for demolition of existing buildings and construction of mixed use development comprising 30 residential dwellings and commercial development of 1021 square metres of B1(a) office use, with associated 96 car parking spaces and landscaping - all matters reserved except for access.
3/23/1477/FUL Decision awaited	Hillside, Ermine Street, Colliers End Erection of an agricultural barn
3/23/1659/CLEO Permission refused: appeal submitted	Little Croft, Colliers End The erection of two separate outbuildings within the curtilage of a dwellinghouse as a use incidental to the enjoyment of a dwelling house.
3/23/2094/FUL Decision awaited	Little Croft, Colliers End Retrospective erection of a workshop and change of use of land to residential curtilage
3/23/2010/FUL Decision awaited	New Street Farm, Kents Lane, Standon Change of use from agricultural roadside barn to Class B2 (industrial), Class B8 (storage and distribution) and Class E (commercial, business and services). Timber part glazed screen and wall added to the South elevation. New window added to East elevation.
3/23/2403/HH Decision awaited	41 Buntingford Road, Puckeridge Creation of access & driveway with associated landscaping
3/23/2351/SCREEN Decision awaited	Land off Standon Hill, Café Field, Puckeridge Screening opinion for proposed residential development up to 100 dwellings.
3/23/2210/FUL Decision awaited	Vintage Corner Service Station, Cambridge Road, Puckeridge Demolition of filling station, shop and

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	p.2024.28 associated outbuilding. Erection of small supermarket with car parking and plantroom. Creation of new vehicle and pedestrian access ways
3/24/0102/FUL Decision awaited	Fox & Hounds, Bromley Lane, Standon Demolition of swimming pool, pool house and tennis court. Erection of 1, 4 bedroomed dwelling, garage with room over and external staircase, with formation of a vehicular access.
3/24/0123/HH Peermission granted	2 The Hoppitts, Puckeridge 2 storey rear extension with single storey side extension
3/24/0208/FUL Decision awaited	New Street Farm, Kents Lane, Standon Demolition of an agricultural building and grain silo and erection of a replacement agricultural building
3/24/0157/HH Permission granted	Bromley Farm West, Bromley Lane Install 2 Velux roof lights on front elevation
3/24/0329/HH Decision awaited	Frogs Hall House, Frogs Hall Lane, Standon Removal of greenhouse and the raised beds. Construction of detached store / gym building.

Meeting closed at 9.45pm

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