

# SPC STANDON PARISH COUNCIL

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## To: MEMBERS OF STANDON PARISH COUNCIL

You are hereby summoned to attend the **Meeting of Standon Parish Council** to be held on Thursday 23<sup>rd</sup> March 2023 at **7.30pm** in the Lankester Lounge, Standon & Puckeridge Community Centre, Station Road, Puckeridge to transact the business shown in the Agenda below. Public and press are invited to attend.

*Belinda Irons*

Signed: Belinda Irons

dated 17/3/23

## AGENDA

### Procedural Items

- 23.41 Councillor apologies for absence
- 23.42 Other Councillor absences:
- 23.43 Declaration of Members' Interests (pecuniary/non-pecuniary) for this meeting:
- 23.44 Minutes of Parish Council Meeting held on the 26<sup>th</sup> January 2023.  
**PROPOSAL: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 23<sup>rd</sup> February 2023**
- 23.45 Public comment or representation:  
*In accordance with Standing Order 3, members of the public present at the meeting are permitted to make representations and give evidence in respect of any item included in this agenda. This section shall not exceed 15 minutes. Each person may speak once only for no longer than three minutes. All comments must be directed to the Chairman*
- 23.46 Police, County & District Council reports
- 23.47 S & P Community Centre: Cllrs Leage & Boxall  
SPC/CCMC Agreement  
CC toilets: CCMC request that SPC replace: Wilby & Burnett: update  
Accessibility Ramp: installation update  
Lift and relay perimeter footpath slabs: installation update  
Car Park: repairs and relining:  
Memorial Field: padlock
- 23.48 Standon Village Hall: Cllr Marshall & Crook  
Committee Report/update  
Culvert: update:  
**PROPOSAL: That Standon Parish Council herewith appoints Marks Heeley Ltd consultants to produce a specification to clear and repair the culvert beneath Standon Village Hall, in the sum of £300 per day plus VAT, with a view to seeking a contractor to complete the works through the Government Contractor Finder System**
- 23.49 Legal update: Clerk  
Land Registry: Standon High Street Common Land: solicitor instructed  
Licences to Occupy:  
Football: Standon & Puckeridge Hares: agreement with SPC  
Bowls  
Tennis
- 23.50 Highways: Cllr Wren  
a) South Road: double yellow lines: update  
b) Southfields: dangerous parking: update

c) Paper Mill Lane, Standon: highway deformation reported: HCC no action  
d) Blocked gullies: Station Road  
**401003102264**  
**HCC009099**

Gullies still blocked and road flooded: Engineers attended site seemingly to clear drains but current flooding indicates this has not worked. HCC deems not urgent.

2023.03.08 Response from HCC

*Thank you for your online complaint form dated 8 February 2023 and concerning a blocked gully outside 37 Station Road in Puckeridge. I am sorry to hear of the problems you have experienced.*

*I note that you have contacted our Freedom of Information Team to request specific information about drain cleaning and contractual obligations, so I am only providing a response regarding a blocked gully outside 37.*

*The surface water drainage systems within Hertfordshire are maintained through processes of cyclical gully cleanse and ad hoc maintenance.*

*The cyclical gully cleansing is carried out through the use of specialist 'Gully Cart' vehicles which remove the collected silt from the gully pot and then check that water is draining from the gully through the lateral connection. Occasionally a gully may become so heavily silted that the Gully Cart is unable to empty the pot, in these circumstances the gully is assigned for a manual dig out within 12 months. Any gullies identified as being damaged or have problems with flow rates are passed to our Area Teams so that work may be considered as a part of a programme of future planned works and will need to compete across the County for the available funding and not all will be successful.*

*As well as information received from the cyclical cleaning operation our Area Teams also receive reports from the Public through our fault reporting system. Reports of 'Blocked Gullies' are inspected by a Triage inspector and if the gully pot is silted up to the extent a manual dig out is required, they are added to the 12-month dig out programme as above.*

*I can confirm that the gullies in Station Road are attended to on an 18-month cycle and the last cyclical cleansing was undertaken on 2 August 2022 and the next cyclical cleansing is due to between April and June 2024. The visit on 2 December 2022 you are referring to, was separate to cyclical cleanse and it aimed at gullies which were identified as having a blocked connection which is different to a blocked gully, as such only these were attended to during this visit.*

*I have checked our records for reports relating to flooding/blocked gullies for the last six months for the area outside 37 and can confirm that we received a report for a blocked gully on 6 November 2022, the gully was inspected on 7 November 2022 however not deemed as blocked at the time. We received a report of flooded road on 30 November 2022 and the crew attended on 7 December 2022 however by the time they arrived, they could not find any evidence of flooding at this location. We received a further report of flooded road on 8 January 2023, the crew attended on 9 January 2023 but could find no evidence of flooding. We have not received any other reports after that.*

Following your complaint, I reported the gully outside 37 as blocked, this was inspected on 15 February 2023, it is considered blocked and has been added to the 12-month manual dig out programme.

I trust the above clarifies matters and thank you for bringing this matter to our attention.

Freedom of Information application: response by 9.3.2023

Stage 1 Complaint: response by 9.3.2023

e) Roundhaye, Puckeridge: Clarion Housing Association: dangerous railings requiring urgent attention:

23.51 Planning Matters: Cllr Leage

Planning applications:

3/23/0411/HH	3 West View Cottages, Colliers End Single storey rear extension
3/22/1535/FUL	Parcel of land adj Ashleigh Mobile Home Site, Barwick Change of use of land from residential curtilage to include land within the established mobile home site. Retrospective erection of boundary fence.
3/23/0459/HH	5 Town Farm Crescent, Standon Removal of chimney. Erection of part single, part two storey side and rear extensions. Loft conversion with insertion of 4 roof light windows and rear loft window. Installation of 3 roof mounted solar PV panels. Installation of air conditioning unit and air source heat pump.
3/23/0492/FUL	Mill End Farm House, Mill End, Standon Demolition of existing domestic storage building and stables. Construction of single storey front and side extensions and conversion of an existing detached garage into 1 self contained independent dwelling with 3 off street car parking spaces and new gated entrance
3/22/2688/FUL	St Edmunds College Three storey extension of the Convent Wing at St Edmunds to create a new Learning Centre with associated landscaping. Installation of air-source heat pump
3/22/2689/LBC	St Edmunds College Three storey extension of the Convent Wing at St Edmunds to create a new Learning Centre with associated landscaping. Removal of brickwork below the cill of the ground floor window in the south-west corner of the Ambulacrum to create a doorway

Other Planning Matters:

**Appeal:** Fishers Farm, Colliers End: 3/22/0563/FUL: Previous appeals dismissed

**LPA Appeal Reference: 22/00073/REFUSE**

**Appeal:** Highfield Nursery: 3/21/2458/FUL: Appeal dismissed

**LPA Appeal Reference: 22/00064/NONDET: Demolition of four agricultural buildings and erection of two detached four bedroom dwellings with integrated garages.**

**Appeal:** Highfield Nursery: 3/22/1433/FUL: Demolition of agricultural building and erection of one x four bedroom single storey detached dwelling

**Appeal:** The Bell PH, 4 High Street, Standon: Erection of pen free standing fabric tent (retrospective) 3/22/0078/FUL

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

Withdrawn: Retrospective planning application awaited

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**

**Vintage Service Station**: Permission refused

Street naming and numbering: land adjacent Buntingford Road

23.52 Finance:

a. Bank Reconciliation

**PROPOSAL: *That Standon Parish Council herewith agrees the bank reconciliation for February 2023 calculated through the Scribe accounting system, against the bank statements presented at the meeting***

b. March Payments:

**PROPOSAL: *That Standon Parish Council herewith agrees the payments presented on the schedule provided to Councillors by email in advance of the meeting***

c. Internal Auditor: Recommendations:

Scribe: recommendation to use the Scribe system only to prevent reporting errors

Authorisation of Payments: recommendation this is undertaken within the paying month

Investment Strategy: recommended for Authority holding £100,000 or more in Reserves

Standing Orders, Financial Regulations and Risk Assessment: Annual review to be undertaken

Revaluation of buildings to be undertaken

Budget: the budget was not balanced (receipts and payments do not balance), and use of the reserves was not satisfactorily explained. Budgeting must accord with proper practice.

Allotment Tenancy: remove 'guidelines' as it creates ambiguity

Employment: Changes to terms and salary must be provided to the Clerk in writing

Community Centre: Earmark reserves. Ensure maintenance and repairs are carried out to ensure the building remains sound.

**PROPOSAL: *That Standon Parish Council herewith acknowledges and agrees the recommendations of the Internal Auditor and confirms it will take immediate and appropriate action to mitigate the issues raised.***

23.53 Standon Charities

Volunteers required as Trustees

23.54 Members Portfolio reports:

Cllr Leage: Friends of Rib & Quin: update  
 Cllr Boxall Skate park proposals  
 Cllr Foot Allotments:  
 Standon Charities: signage  
 Cllr Hall Community 1<sup>st</sup> Responders  
 Cllr Marshall Green spaces & common land: Further work commitments: update  
 The Moors: tree work and planters  
 Install path from Community Centre entrance to Station Road  
 Burrs Meadow: Replace High Street gate and make good entrance

23.55 Governance:

Election

Parish Council insurance quotes:

AJ Gallagher: £5,467.66

Zurich: £

BHIB: £

Buildings revaluation:

**PROPOSAL: *That Standon Parish Council herewith appoints Rebuild Cost Assessment Ltd to revalue the Community Centre and the Village Hall in line with the recommendations of the Internal Auditor, in the sum of £380.***

23.56 Recreation Field Charity

23.57 Clerk's updates:

Bench & noticeboard: weatherproofing: update

Telephone Kiosk Colliers End:

Section 106 fund availability:

Sports facilities

Play facility

Extension to community centre: works must include some form of extension

Provision of community garden

Litter bins: Ongoing issues with EHDC emptying.

Littering across the Parish: fly tipping: update

Huntsmans Close Car Park: signage for terms of use

May Day Committee: request for a plaque to be fixed to the telephone box in Standon High Street to commemorate the founders

23.58 Correspondence

HAPTC: Internal Auditor review

Mrs Gray: communication

EHDC: election

23.59 Dates of Next Meetings 2023:

27<sup>th</sup> April; 18<sup>th</sup> May (APCM); 22<sup>nd</sup> June; 27<sup>th</sup> July; 28<sup>th</sup> September; 26<sup>th</sup> October; 23<sup>rd</sup> November

Annual Parish Meeting: 27<sup>th</sup> April

23.60 Planning decisions and awaited decisions: Cllr Leage

<p>3/20/1146/OUT          Decision awaited</p>	<p>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</p>
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	development of 1021 square metres of B1(a) office use, with associated 96 car parking spaces and landscaping - all matters reserved except for access.
3/21/2458/FUL Appeal dismissed	Highfield Nursery, Wellpond Green Demolition of four agricultural buildings and erection of two detached four bedroom dwellings with integrated garages.
3/21/2678/VAR Decision awaited	Plot 1, Kasteel, Wellpond Green Variation of Condition 6 of planning permission ref: 3/20/1693/VAR: Variation of condition 2 of planning permission 3/18/1011/VAR. Demolition of existing bungalow and industrial unit, erection of two detached dwellings and a new vehicular access. For the re-siting of dwelling, alterations to fenestration and internal layout and increase in size of outbuilding). Variation of condition 6 (Tree/hedge retention and protection) of planning permission: 3/21/0403/VAR - Revised design of proposed front boundary treatment and planting to provide better security and enhance the setting.
3/21/2675/FUL Permission refused	Vintage Corner Service Station, Cambridge Road, Puckeridge Demolition of filling station and one x 2 storey and one x single storey building. Erection of a small supermarket, creation of new vehicle access and pedestrian access ways and car parking
3/22/1132/LBC Permission granted	28a High Street, Puckeridge Internal alterations to include: installation of bathrooms to ground and first floors; removal of sections of walls and installation of internal walls and doors.
3/22/1433/FUL Decision awaited Appeal lodged	Highfield Nursery, Wellpond Green Demolition of agricultural building and erection of one x four bedroom single storey detached dwelling
3/22/1535/FUL Decision awaited	Parcel Of Land Adjacent To Ashleigh Home Mobile Home Site And Wellington House Gore Lane Barwick Change of use of land from public house curtilage land to include land within the established mobile home site.
3/22/2237/FUL	Labdens House, Colliers End

Decision awaited	Redevelopment of previously developed land consisting of the demolition of an existing helicopter hanger, and erection of 1no. detached dwellinghouse, with associated access, parking, residential curtilage and Landscaping: <i>Objection: overdevelopment; heritage impact; Neighbourhood Plan</i>
3/22/2570/HH Permission refused	92 High Street, Puckeridge Demolition of single storey side and rear extension. Erection of a two storey side/rear extension and single storey rear extension incorporating roof lantern. Alterations to fenestration
3/22/2616/FUL Decision awaited	38 High Street, Puckeridge Removal of single storey rear projections. Construction of Two storey rear extension and part first floor side extension. The first floor flat sub-divided into 2 separate 1 bedroom units. Block up first floor side window, install rooflight window, alter ground floor side window and replace rear pitched roof concrete pantiles with natural slate.
3/22/2617/LBC Decision awaited	38 High Street, Puckeridge Removal of single storey rear projections. Construction of Two storey rear extension and part first floor side extension. The first floor flat sub-divided into 2 separate 1 bedroom units. Block up first floor side window, install rooflight window, alter ground floor side window and replace rear pitched roof concrete pantiles with natural slate. Internal alterations to ground floor and first floor to remove walls and doors, infill door ways, create new internal doors and install new partition walls.
3/22/2675/HH Permission granted	13 Dawkins Close, Puckeridge Part garage conversion to create summer room and home office, insert 1 front and 1 rear roof light window, 1 side window and sliding doors.
3/22/2688/FUL Decision awaited	St Edmunds College Old Hall Green Three storey extension of the Convent Wing at St Edmunds to create a new Learning Centre with

	associated landscaping.
3/22/2689/LBC Decision awaited	St Edmunds College Old Hall Green Three storey extension of the Convent Wing at St Edmunds to create a new Learning Centre with associated landscaping.
3/22/2709/LBC Decision awaited	Dunster House, 40 High Street, Puckeridge Replacement outbuilding barn
3/23/0125/HH Decision awaited	27 Station Road, Puckeridge Reconfigured porch and bay window with mono pitched roof
3/23/0117/HH Decision awaited	14 Saffron Meadow, Standon Proposed loft conversion , insert 4 front facing rooflight windows and 3 rear facing rooflight windows
3/23/0237/VAR (original permission granted 2018) Permission lasts for two years from the last date that the reserved matters were approved, or, three years from the date that outline planning permission was approved – whichever date is the later. Decision awaited	Land adjacent to Buntingford Road/ A10 and Clements Close, Puckeridge Variation of condition 1 for planning approval 3/18/0083/REM (Application for reserved matters in respect of appearance, scale, layout and landscaping in relation to the erection of 7no. dwellings granted outline permission under ref. 3/16/0589/OUT). To retain, remove and replace approved plans.
3/23/0278/HH Decision awaited	6 Stortford Road, Standon Proposed front and rear hipped roof dormers