

SPC STANDON PARISH COUNCIL

Minutes of the Meeting of Standon Parish Council held on Thursday 23rd February 2023 at 7.30pm in the Lankester Lounge, Standon & Puckeridge Community Centre, Station Road, Puckeridge

PRESENT: Cllr Chris Leage (Chairman), Cllr Richard Boxall, Cllr Claudia Chalkley, Cllr Graham Cowell, Cllr Pat Foot, Cllr Michael Marshall, Cllr Maureen Wren.

CLERK: Belinda Irons

HERTS CONSTABULARY: PCSO Leon De Bruyn, PCSO Jack Hursey

HERTS COUNTY COUNCIL: Cllr Jeff Jones

PUBLIC: 4

Procedural Items

23.19 Councillor apologies for absence: Cllr Crook

23.20 Other Councillor absences: Cllr Hall, Cllr Bryant

The Chairman changed the running order to allow the Police and HCC Cllr Jones to leave the meeting immediately after their respective presentations, due to pressure of work

23.24 Police, County & District Council reports

Herts Constabulary:

PCSO De Bruyn advised the Parish Council that PCSOs Rhona Blackham and Jack Hersey have been attached to Standon Parish. The Parish Council welcomed this news.

PCSO De Bruyn reported that the county had been subjected to number plate theft and catalytic converter theft. Standon had been a focus of activity. Some vehicles are targeted as the value of the catalytic converter is higher in some makes. Police patrols have been changed to reflect this night time activity.

The thieves routinely change number plates and vehicles in an effort to evade capture.

Some 4 x 4 makes have been targeted with thieves bypassing the contactless key system.

Standon and Puckeridge are vulnerable due to location between two arterial routes.

Anyone suffering criminal activity can seek crime prevention advice.

<https://www.herts.police.uk/cp/crime-prevention/>

It is recommended that residents sign up to the OWL service.

<https://www.herts.police.uk/police-forces/hertfordshire-constabulary/areas/campaigns/owl/owl-online-watch-link-app/>

Chairman's signature..... 23rd March 2023

Fly tipping is a Policing Priority. It was clear through discussion that the Police are not routinely informed of fly tipping incidents. EHDC is the Principle Authority and all fly tipping incidents should be reported to it.

The Parish Council thanked the Officers for attending.

The PCSOs left the meeting once their presentation was complete.

HCC Cllr Jones

Cllr Jones reported on the HCC £1 billion budget, which has managed to retain all frontline services, through making 'in house' savings. £18m will be spent on the Highways. Council Tax will be increased by 4.99%, which includes a 2% increase in Adult Social Care. This results in a Band D equivalent of £1.47 increase per week.

21,000 potholes were repair last year. There is a move away from cold fix, to permanent repair, with priority repairs on cycleways. When reporting, it was emphasised that photographs really assist faster repairs.

Bus Service 331: Arriva has reached an agreement with HCC to continue the service. This was very welcome news for the Parish Council.

Turkey earthquake: Cllr Jones with three Turkish speaking assistants transported humanitarian aid to the disaster zones. All aid was collected locally, and organised by a local person.

Election: the EHDC and Parish Council elections will take place this May. The Boundary Change will result in Braughing and Standon being a two-seat ward. Cllr Stan Bull will be standing as a Conservative Councillor for this ward. Another candidate will be put forward.

Parking enforcement: Councillors raised parking enforcement on double yellow lines with Cllr Jones, as these are routinely ignored creating obstruction.

Cllr Jones left the meeting after completing his presentation and taking questions.

Cllr Andrews – by phone with the Clerk:

Cllr Andrews expressed his frustration that utilities such as Affinity Water and Gigaclear had carte blanche to erect traffic lights and undertake works which HCC was powerless to prevent, creating untold disruption to the local highway.

23.21 Declaration of Members' Interests (pecuniary/non-pecuniary) for this meeting:

Cllr Leage	Puckeridge Community Centre: Parish Council representative FORQ
Cllr Boxall	Puckeridge Community Centre: Parish Council representative
Cllr Chalkley	Standon Tennis Club
Cllr Foot	Allotments: allotment holder: personal
Cllr Crook	Standon Village Hall: Parish Council representative
Cllr Marshall	Standon Village Hall: Parish Council representative
Cllr Cowell	May Day Plaque: personal: friend of applicant

23.22 Minutes of Parish Council Meeting held on the 26th January 2023.
PROPOSAL: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 26th January 2023 PROPOSED:
Cllr Leage, seconded Cllr Marshall. AGREED AND RESOLVED UNANIMOUSLY

23.23 Public comment or representation:
Application for access across Burrs Meadow for tree work: a resident requested access to allow the tree surgeon to manage a tree in the garden of their property. The Parish Council agreed provided the surface of the Meadow was protected. Cllr Marshall agreed to open and close the gate once a date had been established.

Agenda Items: 23.38 and 23.39: a resident requested to speak to the Parish Council on these items at the March meeting.

23.25 S & P Community Centre: Cllrs Leage & Boxall

SPC/CCMC Agreement:

Cllr Boxall reported that the CCMC is in agreement to have a Zoom meeting with HAPTC to enable understanding of the legislation which the Parish Council has to abide by.

The financial situation, whilst currently adequate, has been severely impacted by the increasing cost of utilities. One month cost for electricity was £2,000. The building needs long term, stable management and security to take it into the future.

Drain Detectives: drain repairs update: Cllrs Leage and Boxall inspected the works and reported that, without lifting the manhole in the car park, the works appeared to have been completed, and the Parish Council authorised payment of the invoice.

Reinstatement of the floor: following inspection by Cllrs Leage and Boxall, it was clear that the flooring did not need to be reinstated as the manholes in the hallway were 'flush' with the existing flooring. No further action.

CC toilets: CCMC request that SPC replace: Wilby & Burnett: update:

Councillors debated this issue at length. It was clear that the budget figure of £92,000 was not feasible. Cllr Boxall will speak with the CCMC regarding a scaled back scheme. Once that is achieved, the Parish Council will consider whether to achieve its own quotes, or ask Wilby and Burnett to produce a specification, tender documents, and three quotes. The Clerk reminded the Council that any scheme which has the potential to cost £25,000 or more must be advertised on the Government Contract Finder website.

Accessibility Ramp: installation update: to be installed during the Easter school holiday

Lift and relay perimeter footpath slabs: installation update: to be installed during the Easter school holiday.

Car Park: repairs and relining: the CCMC has asked for this to be completed in two tranches.

Memorial Field: padlock

23.26 Standon Village Hall: Cllr Marshall & Crook

Committee Report/update: User groups are continuing at the moment.

Culvert: update: Cllr Marshall advised that he had contacted three further companies which had failed to quote. Further investigation and approach to the Environment Agency had been unproductive. He has approached another contractor and is awaiting a response. The Parish Council formally thanked Cllr Marshall for his ongoing diligence in trying to resolve the issue.

23.27 Legal update: Clerk

Land Registry: Standon High Street Common Land: solicitor instructed: The Parish Council solicitor had provided advice which was emailed to Councillors in advance of the meeting. The Parish Council agreed to instruct the solicitor to progress the application. **ACTION: CLERK**

Licences to Occupy:

Football: Standon & Puckeridge Hares: agreement with SPC

Football: Standon & Puckeridge Veterans:

Bowls

Tennis

Wording needs to be clarified to ensure that responsibilities are honoured.

The cost of a licence will need to be agreed by the Parish Council.

23.28 Highways: Cllr Wren

a) Gigaclear: works continue to disrupt local highways

b) A120: speed issues: request for average speed cameras or existing speed indicator devices to be repaired and operational. Letter sent to Police & Crime Commissioner for Hertfordshire: Show below is the response:

Enforcement cameras that you refer to in your letter, that result in fines and penalty points, are decided upon/installed by a Hertfordshire Camera Partnership I believe and have to meet certain requirements or thresholds in terms of key serious incidents over a particular length of road. Details of these thresholds can be found within the [Hertfordshire Speed Management Strategy](#). The partnerships' membership includes the County Council, the Constabulary, Fire & Rescue. I imagine that areas with persistent serious incidents that meet threshold are flagged to the partnership.

The Commissioner operates various Road Safety initiatives which may be of interest and there is a stepped and evidence-based approach to these.

1. Firstly there is [DriveSafe](#) which encourages community action to address speed with volunteers recording speeds and advisory letters being sent to offenders to change their behaviour. Should someone receive a 3rd letter a member of the Constabulary will try to hand deliver this to them.

2. If data gathered from DriveSafe deployments and/or speed surveys suggests ongoing speeding issues, then there is a potential of a [Road Safety Fund](#) bid for a next level intervention, e.g. Speed Indicator Device. For information, the fund is currently closed, a new round is likely to open in 2023/24, exact date TBC.
3. If data gathered at this stage still indicates an issue with compliance to speed limits, then there are interventions such as installation of a ViaCam system which acts as an automated DriveSafe scheme with daily monitoring and higher volume of advisory letters sent.

With both Speed Indicator Devices and ViaCams there are speed thresholds that need to be met before Highways will install a device, these are within the [Hertfordshire Speed Management Strategy](#).

So, the Commissioner is keen to explore the possibility of a DriveSafe scheme initially and go from there. Some of my colleagues can speak to you about the scheme if you are interested.

The Parish Council believes it unacceptable to expect residents to put themselves at risk, when the Police response is that it 'might' write a letter. This is an unacceptable response.

c) Standon High Street: parking scheme: request for feasibility scheme update: The cost of the scheme was deemed excessive, given that HCC is the Principle Authority.

d) South Road: double yellow lines: update: The Parish Council response is being considered as part of the consultation, which includes extending double yellow lines into the entrance to Southfields, and to the A120.

e) Southfields: dangerous parking: update

f) Paper Mill Lane, Standon: highway deformation reported: HCC no action: The Parish Council has been unable to get action from HCC to repair this section of highway which is also a registered cycle route.

g) 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.

Freedom of Information application: response by 9.3.2023

Stage 1 Complaint: response by 9.3.2023

h) Bus route tenders: 331 coming up for tender: Arriva is to continue the service.

i) Roundhaye, Puckeridge: dangerous railings requiring urgent attention: Land Registry update: the railings are clearly in the ownership of Clarion Housing Association as shown by Land Registry maps.

j) A120: traffic lights out of synchronisation: Response from HCC:

This is an update to the highway fault reported on 30/01/2023 16:04:00

The reference number is: **401003211161**

Fault type: TEMPORARY ROADWORK TRAFFIC SIGNAL PROBLEM

Location: Kents Lane, Standon

Thanks for telling us about this issue.

Site inspected on 31.01.23 @ 8.03- All signals in working order. However they are in breach of their permit conditions and - Signals were only permitted to in operation during 09:30 - 15:30 and signals were to be manually controlled during these times HCC will be issuing Affinity Water Fixed penalty notices for the offences committed and ensure the times are being adhered to.

23.29 Planning Matters: Cllr Leage Planning applications:

3/23/0125/HH	27 Station Road, Puckeridge Reconfigured porch and bay window with mono pitched roof: <i>No objection</i>
3/23/0117/HH	14 Saffron Meadow, Standon Proposed loft conversion , insert 4 front facing rooflight windows and 3 rear facing rooflight windows: <i>No objection</i>
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.	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. <i>Objection: out of time: a full new application would be submitted</i>
3/23/0278/HH	6 Stortford Road, Standon Proposed front and rear hipped roof dormers <i>No objection</i>

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 lodged: non-determination

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

Appeal: 105 & 107 Station Road, Puckeridge: 3/22/0158/HH:

LPA Appeal Reference: 22/00052/REFUSE Creation of driveway with dropped kerb and electric charging point. Appeal dismissed

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

Standon Business Park

Street naming and numbering: land adjacent Buntingford Road:

King's Close

Stane Close or Place

Kiln Close

23.30 Finance:

a) **Bank Reconciliation****Bank Reconciliation at 31/01/2023**

Cash in Hand 01/04/2022 236,430.63

ADDReceipts 01/04/2022 - 31/01/2023 97,961.03
334,391.66**SUBTRACT**

Payments 01/04/2022 - 31/01/2023 84,207.22

A Cash in Hand 31/01/2023 250,184.44

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/01/2023 0.00

Building Society 31/01/2023 80,634.61

Unity Bank 31/01/2023 26,688.17

Reserve 31/01/2023 22,360.49

Current accou3n1t /01/2023 120,819.51

250,502.78**B**

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 250,184.44

PROPOSAL: That Standon Parish Council herewith agrees the bank reconciliation calculated through the Scribe accounting system, against the bank statements presented at the meeting PROPOSED: Cllr Leage, seconded Cllr Cowell. AGREED AND RESOLVED UNANIMOUSLY

b) February Payments:

Service Received	Cheque No	Value
Salary		£1,188.76
PAYE & NICS reimburse		£355.09
Payroll	59305	£36.00
reimbursement		£153.49
Election advert	3586	£100.00
Comm Centre drains	27758	£2,022.00
Unpaid from Feb 2022		£54.60
Play area inspection	S/O	£72.00
NEST pension	dd	£67.37
		£4,049.31

Allotment water & mobile

£28.40
£4,077.71

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

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- c) Internal Auditor: review results: The Clerk has had two Zoom meetings with the Internal Auditor. Whilst the written report has not yet been received, but the Clerk advised that Community Centre maintenance and repairs had been raised as items of concern, with allotment tenancy wording, insurance building revaluation, use of reserves, budgeting practice, and other items likewise raised.
- 23.31 Standon Charities
Volunteers required as Trustees: at least four Trustees are required due to current Trustees retiring or moving.
- 23.32 Members Portfolio reports:
- | | |
|---------------|---|
| Cllr Leage: | Friends of Rib & Quin: update:
Cllr Leage reported the sad death of Mr David Edwards, a stalwart supporter of local chalk streams. |
| Cllr Boxall | Skate park proposals: ongoing |
| Cllr Foot | Allotments:
Standon Charities: update: allotments & signage: ongoing |
| Cllr Hall | Community 1 st Responders: by email: defibrillators are routinely checked and maintained by the 1 st Responder members. |
| Cllr Marshall | Green spaces & common land: Further work commitments: update
The Moors: tree work and planters: TLC Ltd has been asked to provide summer bedding for the planters.
CC Lime Trees: It has been noted that children are walking along the central area as there is no footway from the road to the Community Centre. The Parish Council will seek quotes to install a suitable footway with a branch to the playground. ACTION: MM/CLERK |
- 23.33 Governance:
Parish Council insurance: the Clerk will seek three quotes **ACTION: CLERK**
Buildings revaluation: the Clerk will seek quotes **ACTION: CLERK**
Allotment Tenancy: review: the Clerk has amended the tenancy agreement in line with the recommendation of the Internal Auditor to remove ambiguous terminology.
- 23.34 Recreation Field Charity: the Clerk has submitted the annual return. However, the Internal Auditor will make comment on this in due course.
- 23.35 Clerk's updates:
Bench & noticeboard: weatherproofing: update: weather not suitable to carry out the work.
Telephone Kiosk Colliers End: see above
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. A new dog bin will be purchased to replace the one which has been hit by a car in Paper Mill Lane. **ACTION: CLERK**
Littering across the Parish: fly tipping: update: awaiting a response from EHDC
Huntsmans Close Car Park: signage for terms of use: ongoing
May Day Committee: request for a plaque to be fixed to the telephone box in Standon High Street to commemorate the founders: following discussion, Councillors

did not agree to the plaque being affixed to the telephone box. The Parish Council agreed the most suitable solution would be to affix the plaque to the existing bench in the family name.

23.36 Correspondence

Mrs J Gray: meeting requested with the Clerk & Chairman: The Parish Council is a corporate body which has to grant permission for Councillor(s) to meet to discuss issues on its behalf. Such permission was not granted.
HAPTC: The Armed Forces Covenant

23.37 Dates of Next Meetings 2023:

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

Annual Parish Meeting: 27th April

23.38 Proposal to exclude public and press from the meeting

PROPOSAL: That Standon Parish Council herewith excludes members of the press and public from the meeting in accord with Standing Orders 3 (d) due to the sensitive nature of the following item titled 23.39 Burrs Meadow

PROPOSED: Cllr Wren, Cllr Chalkley. AGREED AND RESOLVED UNANIMOUSLY

A Member of the public was required to leave the meeting.

23.39 Burrs Meadow: to debate the presentation of the adjacent landowner

PREVIOUS RESOLUTIONS

- a *A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 2 councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee, except where the decision is deemed to be ultra vires where the decision is invalid.*
- b *When a motion moved pursuant to standing order 7(a) has been disposed of, no similar motion may be moved for a further six months.*

Following extensive discussion which included the Parish Council's duty to ensure Burrs Meadow is protected as an open green space, liaison with neighbouring properties, a requirement to act reasonably when assessing access, and costs associated with the Licence to Access and maintenance, Councillors agreed that the previous resolution be upheld, with all clauses in the Licence stated as non-negotiable.

Costs related to the Licence were established in relation to increased maintenance, and the cost of the legal drafting of the Licence to Access to be divided by 3.

The Parish Council was adamant that the public purse should be protected.

23.40 Planning decisions and awaited decisions: Cllr Leage

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<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 development of 1021 square metres of B1(a) office use, with associated 96 car parking spaces and landscaping - all matters reserved except for access.</p>
<p>3/21/2458/FUL Decision awaited Appeal lodged: non-determination</p>	<p>Highfield Nursery, Wellpond Green Demolition of four agricultural buildings and erection of two detached four bedroom dwellings with integrated garages.</p>
<p>3/21/2678/VAR Decision awaited</p>	<p>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.</p>
<p>3/21/2675/FUL Decision awaited</p>	<p>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</p>
<p>3/22/1131/LBC Permission granted</p>	<p>28a High Street, Puckeridge Replacement windows</p>
<p>3/22/1132/LBC Decision awaited</p>	<p>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.</p>

3/22/1433/FUL Decision awaited Appeal lodged	p. 2023.25 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.
3/22/1586/HH Permission granted	13 Gatesbury, Puckeridge Single storey front extension to facilitate disabled use of premises
3/22/2237/FUL Decision awaited	Labdens House, Colliers End Redevelopment of previously developed land consisting of the demolition of an existing helicopter hanger, and erection of 1 no. detached dwellinghouse, with associated access, parking, residential curtilage and Landscaping: <i>Objection:</i> <i>overdevelopment; heritage impact;</i> <i>Neighbourhood Plan</i>
3/22/2492/HH Withdrawn	Valentines, Wellpond Green Removal of shed, 3 dormer windows and side roof light window. Erection of two storey side and single storey rear extensions. Installation of 4 dormer windows and roof terrace.
3/22/2503/HH Permission refused	Tarrandune, Wellpond Green Partial demolition of ground floor rear and first floor front elevations. Erection of part single part two storey rear and side extensions. Installation of solar panels. Alterations to fenestrations. Installation of wall and replacement gate.
3/22/2555/HH Permission granted	17 Vicarage Close, Standon Garage conversion incorporating a single roof light window
3/22/2570/HH Decision awaited	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
3/22/2610/HH Permission granted	3 Grafton Place, Standon Erection of 2 garden buildings to rear of property

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<p>3/22/2616/FUL Decision awaited</p>	<p>p. 2023.26 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.</p>
<p>3/22/2617/LBC Decision awaited</p>	<p>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.</p>
<p>3/22/2704/PIP (Permission in principle application) Permission refused</p>	<p>Land at Half Acres, Standon Erection of a single storey detached dwelling</p>
<p>3/22/2675/HH Decision awaited</p>	<p>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.</p>
<p>3/22/2688/FUL Decision awaited</p>	<p>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.</p>
<p>3/22/2689/LBC Decision awaited</p>	<p>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.</p>
<p>3/22/2709/LBC Decision awaited</p>	<p>Dunster House, 40 High Street, Puckeridge Replacement outbuilding barn <i>Permission to remove debris of burnt barn granted 24.2.2023</i></p>

Meeting closed at 10.22pm

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