



STANDON PARISH COUNCIL

Clerk to the Council: Belinda Irons, 14 Crawley End, Chrishall. SG8 8QL
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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 27th April 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 17/4/23

AGENDA

Procedural Items

- 23.61 Councillor apologies for absence
- 23.62 Other Councillor absences:
- 23.63 Declaration of Members' Interests (pecuniary/non-pecuniary) for this meeting:
- 23.64 Minutes of Parish Council Meeting held on the 23rd March 2023.
PROPOSAL: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 23rd March 2023
- 23.65 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
- 23.66 Police, County & District Council reports
- 23.67 S & P Community Centre: Cllrs Leage & Boxall
SPC/CCMC Agreement
CC toilets: CCMC request that SPC replace: Wilby & Burnett will produce a scaled back specification to include hot water system, toilet flush systems, urinals, ventilation system upgrade if necessary, new hand dryers.
Accessibility Ramp: installation update
Lift and relay perimeter footpath slabs: installation update
Car Park: repairs and relining:
- 23.68 Standon Village Hall: Cllr Marshall & Crook
Committee Report/update
Culvert: update:
PROPOSAL: That Standon Parish Council herewith agrees to undertake initial works to install a 'stillage basin' before the entrance to the culvert, and clear the entrance to the culvert to establish the base, all as engineered by Marks Heeley Ltd in the sum of £
- 23.69 Legal update: Clerk
Land Registry: Standon High Street Common Land: solicitor instructed
Licences to Occupy:
Football: Standon & Puckeridge Hares: agreement with SPC
Bowls
Tennis
- 23.70 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 knowing the drains are blocked without the necessary equipment to clear the blockages. Further compliant and FoI submitted to HCC.

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

f) Standon Hill: A120/Cambridge Road junction: vehicles driven wrong way at no-entry

g) Café Field Barleymead access to Standon Hill and A120: parked cars/ queuing vehicles causing obstruction leading to road rage

23.71

Planning Matters: Cllr Leage

Planning applications:

3/23/0628/FUL	38 High Street, Puckeridge Removal of single storey rear projections. Construction of two storey rear extension and part ground floor side extension.
3/23/0629/LBC	38 High Street, Puckeridge Removal of single storey rear projections. Construction of Two storey rear extension and part ground floor side extension. Block up first floor side window, install rooflight windows, alter ground floor side window and replace rear pitched roof concrete pantiles with natural slate.
3/23/0605/HH	8 Hawken Close, Standon Single storey rear extension
3/23/0576/HH	85 Station Road, Puckeridge New vehicle entrance with dropped kerb
3/23/0713/FUL	Vintage Corner Service Station, Cambridge Road, Puckeridge Demolition of filling station, shop, and associated outbuilding. Erection of small supermarket with car parking and plant room. Creation of new vehicle and pedestrian access ways.
3/23/0405/HH	42 Stanelow Crescent, Standon Conversion of front garden to hardstanding for vehicular access to provide for wheelchair using occupant.
3/23/0549/HH	28 South Road, Puckeridge Demolition of outbuilding. Construction of ground floor side and rear extension. Replacement of flat roof to first floor rear extension with pitched roof. Alterations to fenestration

Other Planning Matters:

Appeal: Fishers Farm, Colliers End: 3/22/0563/FUL: Previous appeals dismissed
LPA Appeal Reference: 22/00073/REFUSE

Appeal: Highfield Nursery: 3/22/1433/FUL: Appeal

If you wish amend your comments or make any new ones, please contact the Planning Inspectorate quoting reference APP/J1915/W/22/3311566 by 3rd May

2023. You can make a comment to The Planning Inspectorate at <https://acp.planninginspectorate.gov.uk> or in writing to, The Planning Inspectorate, Room 3/05 Temple Quay House, 2 The Square, Bristol, BS1 6P.

LPA Appeal Reference: 22/00103/NONDET: Demolition of four agricultural buildings and erection of two detached four bedroom dwellings with integrated garages.

Appeal: The Conifers Old Hall Green: If you wish to follow the appeal you can look up the appeal documentation and decision on the government's national planning website – www.planningportal.gov.uk/pes using the reference APP/J1915/D/23/3318103. The Planning Inspectorate aim to decide the appeal within 8 weeks of the start date which is 31st March 2023. Please remember that you cannot make any further comments on this planning application.

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

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 No further updates from EHDC

23.72 Finance:

a. Bank Reconciliation 31st March 2023 (Scribe)

Cash in Hand 01/04/2022	£236,430.63
ADD Receipts 01/04/2022 - 31/03/2023	£98,505.47
	£334,936.10
SUBTRACT Payments 01/04/2022 - 31/03/2023	£93,650.52
A Cash in Hand 31/03/2023	£241,285.58 (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 31/03/2023	£17,811.13
Standon Parish Council reserve 31/03/2023	£22,394.93
Standon Parish Council current account 31/03/2023	£120,643.51
	£241,484.18
B Less unrepresented payments	£198.60
Plus unrepresented receipts	
Adjusted Bank Balance	£241,285.58

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

b. March Payments

189 20.02 Water 06/03/2023 Allotment Water Castle Water	£79.60
79.60 171 19.01 Legal Fees 06/03/2023 Burrs Meadow Surrey Hills Solicitors	
	£2,340.00
190 25.11 Telephone charges 22/03/2023 Clerk mobile phone O2	£8.40
179 17.03 Information Commissioner 23/03/2023 Data Protection Information Commissioners Office	£40.00

180 20.01 Standon Charities land rent 23/03/2023 Allotment Rent Standon Charities	£635.06
181 25.01 Payroll 23/03/2023 Administration James Todd & Co Ltd	£36.00
182 31.04 CC Other 23/03/2023 Community Centre Premises Licence East Herts District Council	£180.00
177 12.02 PAYE & NICs 23/03/2023 Salary HMRC	£355.09
184 25.14 Stationery 23/03/2023 Administration	£6.98
176 12.01 Salary 23/03/2023 Salary	£1,188.76
183 25.15 Postage 23/03/2023 Administration	£43.52
185 22.01 Clerks Travel 23/03/2023 clerk travel	£35.55
178 12.03 Pension 23/03/2023 Salary Pension	£67.37
186 31.04 CC Other 24/03/2023 Community Centre Rebuild Cost Assessment Ltd	£180.00
186 30.02 Other 24/03/2023 Community Centre Rebuild Cost Assessment Ltd	£180.00
188 25.02 Bank Charges 31/03/2023 Bank charge	£18.00
187 26.01 Safety Inspections 31/03/2023 Play Inspection Broadmead Leisure Ltd	£76.00
Total	£5,470.33

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:
Agreed

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

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

Reserves: under consideration

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

Revaluation of buildings to be undertaken: in process

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: completed

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

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

23.73 Standon Charities

Volunteers required as Trustees

23.74 Members Portfolio reports:

Cllr Leage: Friends of Rib & Quin: update

Cllr Crook Colliers End issues

Cllr Foot Allotments:

Standon Charities: signage

Cllr Hall Community 1st 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

23.75 Governance:

Election: update

23.76 Recreation Field Charity

23.77 Clerk's updates:

Bench & noticeboard: weatherproofing: update

Telephone Kiosk Colliers End: completed

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

Dog Bin: Papermill Lane: ordered

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

EHDC: Licensing: Premise Licence - Puckeridge Local Store Ltd - 23/0536/PL

23.78 Correspondence

23.79 Dates of Next Meetings 2023:

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

23.80 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 23.81 Burrs Meadow

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

PROPOSAL: That Standon Parish Council herewith reviews the cost of the annual licence following presentation from households with gated access to Burrs Meadow, to cover the cost of the preparation of the licence, plus £200 per annum plus RPI plus 1% cumulative, with all terms as written by the Parish Council solicitor remaining and non-negotiable.

23.82 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.
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<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>3/22/1433/FUL Decision awaited Appeal lodged</p>	<p>Highfield Nursery, Wellpond Green Demolition of agricultural building and erection of one x four bedroom single storey detached dwelling</p>
<p>3/22/1535/FUL Decision awaited</p>	<p>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.</p>
<p>3/22/2237/FUL Permission granted</p>	<p>Labdens House, Colliers End 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></p>
<p>3/22/2616/FUL Withdrawn</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.</p>
<p>3/22/2617/LBC Withdrawn</p>	<p>38 High Street, Puckeridge Removal of single storey rear</p>

	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.
3/22/2688/FUL Permission granted	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 Permission granted	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 Permission granted	Dunster House, 40 High Street, Puckeridge Replacement outbuilding barn
3/23/0117/HH Permission granted	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
3/23/0411/HH Decision awaited	3 West View Cottages, Colliers End Single storey rear extension
3/23/0459/HH Decision awaited	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 Decision awaited	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