



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 28th September 2023 at **8.00pm** 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 21/9/23

AGENDA

Procedural Items

- 23.143 Other Councillor absences:
- 23.144 Declaration of Members' Interests (pecuniary/non-pecuniary) for this meeting:
Completion and signing of Declarations
- 23.145 Minutes of Parish Council Meeting
PROPOSAL: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 27th July 2023
- 23.146 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
- 23.147 Police, County & District Council reports
- 23.148 Recreation Ground Charity:
- 23.149 Standon Village Hall: Cllr Marshall & Crook
Committee Report/update
Culvert: update:
- 23.150 Legal update: Clerk
Land Registry: Standon High Street Common Land: Cllr Cracknell
Burrs Meadow: licence agreement update; objection by a householder to the annual charge.
The Moors: solicitor advice on rear access to 22 High Street received.
Objection received to the annual cost of the licence by prospective Licensee: discussion
The Moors: Access track: letter received. Legal advice sent.
- 23.151 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:
e) Standon Hill: A120/Cambridge Road junction: vehicles driven wrong way at no-entry: HCC has stated it is investigating
f) Café Field Barleymead access to Standon Hill and A120: parked cars/ queuing vehicles causing obstruction leading to road rage: HCC has stated it is investigating
g) Colliers End highways issues:
i) Caution Deer sign
ii) vegetation needs cutting back
- 23.152 Planning Matters: Cllr Leage Planning applications:

3/23/1477/FUL	Hillside, Ermine Street, Colliers End Erection of an agricultural barn
3/23/1467/HH	12 Town Farm Crescent, Standon Erect of ground floor rear conservatory incorporating 2 rooflights
3/23/1486/HH	65 Station Road, Puckeridge 1 st floor rear extension
3/23/1552/HH	36 South Road, Puckeridge Single storey rear extension incorporating roof light
3/23/1658/FUL	Little Croft, Colliers End Retrospective application for the erection of a replacement dwelling
3/23/1174/HH	4 Fishers Mead, Puckeridge Erection of two storey side extension, extension of rear dormer, insertion of 2 rear rooflight windows and extension of driveway
3/23/1592/HH	Cota, Hadham Road, Standon Removal of chimney. Roof alterations including raising the roof height. Alterations to fenestration.
3/23/1650/HH	The Old House, Wellpond Green Addition of render to front elevation
3/23/1729HH	36 High Street, Standon Erection of single storey rear extension. Alterations to rear and side fenestrations, including rear facing Juliette balcony. Removal of rear chimneystack.

Other Planning Matters:

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

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

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

reference APP/J1915/W/22/3311566 LPA Appeal Reference: 22/00103/NONDET:

Demolition of four agricultural buildings and erection of two detached four bedroom dwellings with integrated garages.

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 EHDC update received.

South Road/Station Road: TPO 653 application for Oak trees:

Colliers End Telephone Box: 3/23/0967/LBC: listed building application to change sign 'Telephone' to 'Defibrillator' Permission granted

Stansted Airport:

23.153 **Finance:** Cllrs Foot & F Luca

a. Bank Reconciliation 31st August 2023 (Scribe)

Cash in Hand	01/04/2023	241,285.58
ADD Receipts 01/04/2023 - 31/08/2023		80,984.97
		322,270.55

SUBTRACT Payments 01/04/2023 - 31/08/2023		48,295.06
A Cash in Hand	31/08/2023	273,975.49
(per Cash Book)		

Cash in hand per Bank Statements		
Petty Cash	31/03/2023	0.00
current account	14/08/2023	71,004.87
reserve	30/06/2023	22,455.39
Unity Bank	31/08/2023	100,079.22
Building Society	30/06/2023	80,634.61
Standon Recreation Ground Charity	19/09/2023	0.00
		274,174.09 B
Less unrepresented payments		29,455.89
Plus unrepresented receipts		29,257.29
Adjusted Bank Balance		273,975.49

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

b. Sept Payments

Description	Supplier	VAT Type	Net	VAT	Total
Community Centre	Airway Group	S	900.00	180.00	1,080.00
Community Centre	BT Group plc	S	89.28	17.86	107.14
Community Centre	Gareth White Electrical Services	S	110.00	22.00	132.00
Administration	PKF Littlejohn LLP	S	315.00	63.00	378.00
Clerk reimbursement	Belinda Irons	Z	10.00		10.00
Clerk reimbursement	Belinda Irons	Z	143.10		143.10
Salary	Belinda Irons	Z	1,182.76		1,182.76
PAYE & NICs	HMRC	Z	361.09		361.09
Clerk reimbursement	Belinda Irons	Z	10.00		10.00
Clerk reimbursement	Belinda Irons	Z	10.00		10.00
Clerk reimbursement	Belinda Irons	Z	0.75		0.75
Clerk reimbursement	Belinda Irons	Z	81.45		81.45
Clerk reimbursement	Belinda Irons	Z	78.30		78.30
	Total		3,291.73	282.86	3,574.59

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

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

d. **Audit:** Documents PKF Littlejohn report:

External Auditors Limited Assurance Opinion:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met

Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority has responded 'No' to Section 2, 11(b) as there are some transactions (grounds maintenance) relating to the Recreation Ground Charity which have been paid by the Council. The Charity has no income and does not have its own bank account. We understand the smaller authority is currently seeking legal advice in respect of the future of the Charity.

PROPOSAL: That Standon Parish Council herewith accepts the findings of the external auditor and agrees to take appropriate action to mitigate the findings

23.154 Members Portfolio Allocation:

Cllr Leage: FORQ
Cllr Cracknell Colliers End: Environmental Improvements
Phone box: defibrillator signs ordered
Cllr Crook: Standon Calling
Paper Mill Lane: issues
Cllr Foot Allotments
: Recommendation to charge a deposit to offset clearing allotments on
: termination
: Signage: purchased
: Skip
: Grass mowing: completed
: unlawful use of an allotment: letter sent to tenant.
Communications / PS News
Standon Charities (Cllr Z Luca)
: Pudding Stone land : agreement at last meeting: to revert to Standon
Charities. SPC to consider a management agreement whereby
Standon Charities pays SPC to maintain the land: discussion
: Pudding Stone: bollards need replacing
Environmental Initiatives:
Cllr Granville Playground: report
Playground: new litter bin purchased awaiting installation
Asset Management
Standon issues: items for the next agenda
Cllr Marshall Environment
Cllr Wren Puckeridge issues: items for the next agenda

23.155 Governance:

Honorary Freedom of the Parish: update
HR: review of Clerk's duties
Data Protection and associated documents
Terrorism (Protection of Premises) Bill: discussion/action
Environment Act 2021: Parish Council duty to comply:
<https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>
EHDC Environmental Improvement report received
PROPOSAL : That Standon Parish Council herewith agrees to apply to Hertfordshire County Council for an Environmental Improvement Grant up to £3,000 (Three thousand pounds)

23.156 Clerk's updates:

Bench & noticeboard: weatherproofing: Two noticeboards completed. Three in planned works. Benches in planned works.
Section 106 fund availability:
Litter bins: Ongoing issues with EHDC emptying. Standon High Street: EHDC has stated this bin will be emptied daily
Littering across the Parish: fly tipping: update
Dog Bin: new site Burrs Meadow

- Huntsmans Close Car Park: signage for terms of use: purchased
- 23.157 Correspondence
 Stansted Airport: Noise consultation to 28.8.2023
<https://www.stanstedairport.com/community/noise/noise-action-plan/>
 North-East Herts: trade waste
 Hares FC: agreement/ goal posts broken
Correspondence from residents:
 Objection to cost of agreement
 Objection to cost of agreement
 Goal posts broken
 Standon Calling expansion concerns
- 23.158 Dates of Next Meetings 2023:
 26th October; 23rd November
- 23.159 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 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>3/21/2678/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 Appeal lodged: dismissed</p>	<p>Highfield Nursery, Wellpond Green Demolition of agricultural building and erection of one x four bedroom single storey detached dwelling</p>
<p>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 –</p>	<p>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</p>

whichever date is the later. Decision awaited	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.
3/23/0628/FUL Decision awaited	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 Decision awaited	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.
3/23/0405/HH Permission granted	42 Stanelow Crescent, Standon Conversion of front garden to hardstanding for vehicular access to provide for wheelchair using occupant.
3/23/0937/HH Permission granted	Falkenham, Wellpond Green New front bay window, repositioned entrance door, two storey rear/side extension, single storey rear extension, covered verandas to rear and side elevations, loft conversion with new second floor front window and insert 3 rooflight windows, new first floor side and rear windows, and changes to external materials.
3/23/1064/FUL Permission granted	Pearces Farm Shop, Puckeridge Removal of 6 outbuildings. Erection of two storey side and rear extensions and detached overflow café with associated landscaping
3/23/1069/HH Permission refused	Lorne Croft, Wellpond Green Single storey garage and gym building.
3/23/1082/HH Permission granted	Star Cottage, 56 High Street, Standon Conversion of detached garage to gym/office and installation of roof lights, high level windows and French doors with side lights; front porch roof canopy; installation of air source heat pump, additional roof-light and bifold doors to the rear elevation
3/23/0967/LBC Permission granted	Public Telephone Ermine Street Colliers End Hertfordshire SG11 1ER

	Change to the top title panels on the telephone kiosk from "Telephone" to "Defibrillator".
3/23/1293/HH Decision awaited	12 Hammarsfield Close, Standon Erection of single storey rear extension incorporating 2 rooflights and a roof lantern, creation of patio with external steps.
3/23/1174/HH Permission granted	4 Fishers Mead, Puckeridge Erection of 2 storey side extension. Insertion of 2 rear rooflight windows.
3/23/1424/HH Permission granted	6 Stortford Road, Standon Loft conversion with heritage windows & dormer roof
3/23/1405/FUL Permission granted	Tarrandune, Wellpond Green Demolition of existing dwelling and erection of detached five bedroom two-storey dwelling with swimming pool and associated landscaping works.