



STANDON PARISH COUNCIL

Clerk to the Council: Belinda Irons, 14 Crawley End, Chrishall. SG8 8QL

Tel: 01763-838732 e-mail: clerk@standonparishcouncil.gov.uk

To: **MEMBERS OF STANDON PARISH COUNCIL**

You are hereby summoned to attend the **Meeting of Standon Parish Council** to be held on Thursday 26th October 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 20/10/23

AGENDA

Procedural Items

- 23.160 Other Councillor absences:
- 23.161 Declaration of Members' Interests (pecuniary/non-pecuniary) for this meeting:
Completion and signing of Declarations
- 23.162 Minutes of Parish Council Meeting
PROPOSAL: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 28th September 2023
- 23.163 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
- 23.164 Police, County & District Council reports
- 23.165 Recreation Ground Charity: establishment of agreements ongoing
- 23.166 Standon Village Hall: Cllr Marshall & Crook
Committee Report/update
Culvert: update:
- 23.167 Standon & Puckeridge Community Centre
a) SPiNS: use of Lankester Lounge for emergency welfare purposes
PROPOSAL: That Standon Parish Council herewith agrees that SPiNS preschool is permitted to use the Lankester Lounge free of charge for emergency welfare purposes on an infrequent basis, and that any additional uses are chargeable at the regular hire rate, provided the Lankester Lounge is not hired to another user. All emergency uses to be reported to the Clerk.
b) Agreements
(i) SPiNS
(ii) WASPS
(iii) General hire
c) Building:
(i) Door entry: keys/ automated entry/ alarm & fobs
(ii) Fire risk assessment 27.10.2023
(iii) Changing rooms: hot water
(iv) Utilities & heating: connections to building to be established/ heating to be assessed for efficiency: aircon meeting 27.10.2023; high electricity charges
(v) Fordham Hall Cupboards: floors
(vi) Fordham Hall: carpet cleaning
(vii) Entertainment Committee: to generate income for the building
(viii) Toilets: leak

(ix) Football Hut: renovations update
 d) Valuation: **PROPOSAL: That Standon Parish Council herewith agrees to appoint Mullucks Wells Commercial to undertake formal valuation of its assets in the sum of £1,500**

e) Air Ambulance: fund raising collection of donated items: monthly attendance in CC car park: decision

23.168

Legal update: Clerk

Land Registry: Standon High Street Common Land: Cllr Cracknell: ongoing
 Burrs Meadow: licence agreement: letter sent to adjacent households
 The Moors: rear access to 22 High Street: letter sent to applicants
 The Moors: Access track: letter received. Legal advice sent.

23.169

Highways: Cllr Wren: Cllr Jones assistance requested: all items awaiting scheduling.

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

23.170

Planning Matters: Cllr Leage

Planning applications:

3/23/1951/HH	1 Town Farm Crescent, Standon Single storey rear extension
3/23/1659/CLEO	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.

Other Planning Matters:

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.

Buntingford: proposal for new Doctors surgery, Hare Street Road, Puckeridge: public consultation: <https://www.harestreetroadconsultation.co.uk/> commencing 19.10.2023 to 6.11.2023

23.171

Finance: Cllrs Foot & F Luca

a.

Bank Reconciliation 30th September 2023 (Scribe)

Cash in Hand 01/04/2023 241,285.58

ADD Receipts 01/04/2023 - 30/09/2023 121,613.96

362,873.61

SUBTRACT Payments 01/04/2023 - 30/09/2023 74,197.60

A Cash in Hand 30/09/2023 288,701.94 (per Cash Book)

Cash in hand per Bank Statements

Petty Cash 30/09/2023 0.00

Recreation Ground Charity 30/09/2023	0.00
Building Society 30/09/2023	80,634.61
Unity Bank 30/09/2023	114,792.19
Reserve 05/09/2023	22,533.33
Current account 05/09/2023	70,940.41
	288,900.54 B
Less unrepresented payments	198.60
Plus unrepresented receipts	0.00
Adjusted Bank Balance	288,701.94
	288,701.94 A = B Checks out OK

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

b. Oct Payments

Play inspection	Play Inspection	Broadmead Leisure Ltd	S	60.00	12.00	72.00
Community Centre Wilby & Burnett	Community Centre fees	Wilby & Burnett Surveyors	S	576.66	115.33	691.99
Community Centre Sanitary Bin Empty	Community Centre sanitary bin empty	Bibby Factors Slough Ltd	S	50.75	10.15	60.90
	Community Centre electricity	Eon	S	545.55	109.11	654.66
Annual play inspection	Play Inspection	East Herts District Council	S	106.30	21.26	127.56
Clerk salary Oct 2023	Salary	Belinda Irons	Z	1,182.56		1,182.56
PAYE Oct 2023	Salary	HMRC	Z	1,182.56		1,182.56
Community Centre Trade Waste	Community Centre Trade Waste	East Herts District Council	Z	328.90		328.90

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. Internal Audit: appointment of HAPTC

PROPOSAL: That Standon Parish Council herewith appoints HAPTC to conduct the Internal Audit for the financial year 2023/ 2024

23.172 Members Portfolio Allocation:

Cllr Leage: FORQ

Cllr Cracknell Colliers End: Environmental Improvements
Phone box: cabinet £680. Electrical connection £90.
Defib signs to be installed
Back board to be installed
Application to Standon Charities for cabinet

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
 - : 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

23.173 Governance:

Data Protection and associated documents
Environment Act 2021: Parish Council duty to comply:
<https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>
Zero Hour: Climate and Ecology Bill second reading 24.11.2023: request to support

23.174 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

23.175 Correspondence

23.176 Dates of Next Meetings 2023:

23rd November
2024
25th January (Budget & Precept); 22nd February; 28th March; 25th April; 30th May (APCM); 27th June; 25th July; 26th September; 24th October; 28th November
Annual Parish Meeting: 9th May

23.177 Meeting closed to public & press

PROPOSAL: *That Standon Parish Council herewith invokes Standing Order 3 d) Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons and agrees to close the meeting to public and press due to the sensitive nature of the following item, titled 2023.179 HR.*

2023.178:

HR:
Clerk contract
Cleaner contract

2023.179 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 Permission granted</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>3/23/0237/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</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 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.</p>
<p>3/23/0628/FUL Decision awaited</p>	<p>38 High Street, Puckeridge Removal of single storey rear projections. Construction of two storey rear extension and part ground floor side extension.</p>
<p>3/23/0629/LBC Decision awaited</p>	<p>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.</p>
<p>3/23/1293/HH Decision awaited</p>	<p>12 Hammarsfield Close, Standon Erection of single storey rear extension incorporating 2 rooflights and a roof lantern, creation of patio with external steps.</p>
<p>3/23/1477/FUL Decision awaited</p>	<p>Hillside, Ermine Street, Colliers End Erection of an agricultural barn</p>
<p>3/23/1467/HH Permission granted</p>	<p>12 Town Farm Crescent, Standon Erect of ground floor rear conservatory incorporating 2 rooflights</p>

3/23/1552/HH Decision awaited	36 South Road, Puckeridge Single storey rear extension incorporating roof light
3/23/1658/FUL Decision awaited	Little Croft, Colliers End Retrospective application for the erection of a replacement dwelling
3/23/1592/HH Reconsultation to 26.10.2023	Cota, Hadham Road, Standon Removal of chimney. Roof alterations including raising the roof height. Alterations to fenestration.
3/23/1650/HH Permission granted	The Old House, Wellpond Green Addition of render to front elevation
3/23/1729HH Decision awaited	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.
3/23/1572/HH Permission granted	20 Clements Close, Puckeridge Loft extension with dormer to side of house with insertion of 2 roof light windows