

# SPC STANDON PARISH COUNCIL

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

**PRESENT:** Cllr Chris Leage (Chairman), Cllr Claudi Chalkley, Cllr Tony Cracknell, Cllr Sally Crook, Cllr Pat Foot , Cllr Frank Luca, Cllr Zarina Luca, Cllr Maureen Wren.

**CLERK:** Belinda Irons

**EHDC** Cllr Stan Bull

**Herts County Council:** Cllr Jeff Jones

**Community Centre Committee:** Richard Boxall

**PUBLIC:** 1

23.180 Councillor absences: Cllr Marshall, Cllr Granville

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

Cllr Leage: Planning: 3/23/1996/CLXU the Oaks: disclosable pecuniary interest

Community Centre committee

Cllr Cracknell Community Centre committee

Cllr Wren Community Centre committee

Cllr Crook Village Hall Committee: PC representative

Cllr Chalkley Tennis Club: personal

Cllr Foot Allotment holder

Standon Charities: PC Representative

Cllr Z Luca Standon Charities: PC Representative

WASPS: personal

Cllr F Luca WASPS: personal

23.182 Minutes of Parish Council Meeting

**PROPOSAL: *That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 26<sup>th</sup> October 2023*** PROPOSED:

Cllr Leage, seconded Cllr Cracknell. AGREED AND RESOLVED UNANIMOUSLY.

23.183 Public comment or representation: no comments received

23.184 Police, County & District Council reports

Police: by email:

**STANDON & PUCKERIDGE**

CRIMINAL DAMAGE – a farm premises in HADHAM Road STANDON has reported criminal damage to crops, caused by vehicles driving across drilled fields, which can result in financial loss to businesses.

## Other news and updates:

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As we approach the end of the year, East Herts police are noticing an increase in outbuilding thefts and criminal damage to crops.

Hertfordshire police are targeting patrols in the identified area's where there has been an increase in these crimes.

This time of year there is likely to be an increased risk of hare coursing. Please continue to report suspicious Vehicles that may be seen driving around in your area. If you are able to record the Make and Registration number of the vehicle, that would be very helpful.

Please ensure that area's around you properties where there are sheds and outbuildings are locked and secured, with sufficient external lighting and crime prevention measures such as padlock alarms, CCTV and perimeter alarms.

Please ensure that all vehicles are locked and secured, dashcams used where applicable and external light at your homes are working. External 'sensor' lights are recommended to illuminated the front/ side of your homes should unknown persons approach your property.

Thank you

EHDC: Cllr Bull:

Cllr Bull advised he has been involved with planning issues, and also issues pertaining to Clarion Housing Association.

EHDC/HCC: Cllr Jones: Bus Service: Cllr Jones advised that Section 106 (developer contributions) will be allocated to improve local services including evening and Sunday service on the 331, and increased daily service on the 386.

Central Government has provided £87.8m for highway improvements to be spread across 11 years. The majority will be spent on potholes and resurfacing.

Buntingford Swimming Pool: EHDC has decided to close the pool for safety and economic reasons. Cllr Jones further advised that he had carried out an evaluation, and the inclusion of a gym would make it more financially viable, but it isn't if it is just a swimming pool. At this time, the most viable option is to let it to a commercial leisure company. The building and land is owned by HCC which contributes 40% of the running costs. Cllr Bull commented that the population of Buntingford is growing, and the community needs services.

Health Centre: the current proposal is to site it outside the town boundary. Nevitts was offered but refused on grounds of financial viability and parking.

EHDC Local Plan: a new Call for Sites is in progress. The current village hierarchy assessment is being reviewed.

Cllr Chalkley commented that highway preventative maintenance does not appear to be undertaken, but is reactive.

Cllr Wren advised that she has reported broken fencing adjacent to the public footway at Standon Hill which prevented people falling onto the A120, but no action has been taken. Cllr Jones advised to keep reporting it on the HCC website.

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HCC: Cllr Andrews: by telephone to the Clerk:

Cllr Andrews advised the Clerk that the proposed cycle racks for Standon High Street had not been agreed by him, that he did not consider the proposed site acceptable and has asked the engineers to reconsider the scheme.

23.185 Standon Village Hall: Cllr Crook  
Committee Report/update  
Culvert: update: Cllrs Crook, Granville and Leage met the contractor on site to discuss progress. The latest proposal is to use a winch and scaffolding to lift the gravel out of the ditch, then transport it over the flat roof of the village hall into a vehicle for onward disposal. The Parish Council is awaiting a price as this is a significantly more complex operation than originally planned.

23.186 Standon & Puckeridge Community Centre  
a) Composition of the Community Centre Committee: Appointment of Chairman: Cllr Cracknell was appointed Chairman of the Committee.  
b) Agreements:  
(i) SPiNS: signed document is awaited. An emailed application for the Parish Council to reverse its decision on occasional free use of the Lankester Lounge has been received, citing OFSTED requirements as the reason. The Parish Council took the view that it is the responsibility of the business to provide an area which fits its criteria. The Parish Council cannot use the public purse to financially support a business, and additional facilities need to be paid for.  
A meeting will be arranged to explain this with an intention to reach a compromise position. **ACTION: CLERK/TC/MW**  
(ii) WASPS: Signed document is awaited.  
(iii) General hire: Terms & Conditions on the SPC website  
c) Building:  
(i) Door entry: keys: caretaker/ keyholder: Councillors agreed to rotate opening and closing. Mr Boxall has advised that he will be available to assist.  
(ii) Fire risk assessment & site inspection by Herts Fire Brigade 8<sup>th</sup> December @ 2.30pm  
(iii) Changing rooms: hot water: Cllr Leage met with the plumbers and advised that a system which provides hot water for footballer showering is needed, but it must represent best value for money related to the level of use.  
(iv) Utilities & heating: connections to the respective building are to be established to ensure correct apportionment of costs. The heating system is to be assessed for efficiency. Electricity costs are escalating. The heating engineer advised that the heating is to be kept at 17 degrees overnight and at weekends as the system takes too long to heat up if turned off. He also advised installation of photovoltaic arrays and batteries to offset the electricity costs.  
(v) Fordham Hall Cupboards: floors: to be screeded  
(vi) Fordham Hall: carpet cleaning: no action.  
(vii) Entertainment Committee: to generate income for the building: commencing spring 2024  
d) Valuation: to take place on 9.12.2023  
e) Football shed: update on works: completed.  
f) Wilby & Burnett Surveyors: report on meeting regarding refurbishment:

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Wilby & Burnett recommended a site meeting at other venues which have achieved high environmental refurbishment or rebuild. A meeting with Duxford Parish Council is to be arranged.

23.187

Legal update: Clerk

Land Registry: Standon High Street Common Land: Cllr Cracknell: ongoing Burrs Meadow: licence agreement update; documentation to be revised and sent to the respective households.

The Moors: rear access to 22 High Street: no response to SPC letter

The Moors: Access track: letter received. Legal advice sent.

23.188

Highways: Cllr Wren

Standon High Street: HCC proposed cycle park: public consultation: Parish Council response: opposed. The Clerk will respond on behalf of the Parish Council.  
**ACTION: CLERK**

23.189

Planning Matters: Cllr Leage

Planning applications:

3/23/2094/FUL	Little Croft, Colliers End Retrospective erection of a workshop and change of use of land to residential curtilage: <i>objection: agricultural land; cumulative impact of development on the site; additional hard standing and debris mounds installed</i>
3/23/2083/FUL	Little Croft, Colliers End Retrospective application for the, temporary use of outbuilding as C3 dwelling house during construction of primary dwelling house: <i>Objection: creeping development</i>
3/23/2013/LBC 3/23/2012/HH	New Street House, Kents Lane, Standon New swimming pool and pool house: <i>no objection</i>
3/23/2011/LBC	New Street Farm, Kents Lane, Standon Conversion of agricultural roadside barn to industrial, storage and distribution and commercial, business and services. Timber part glazed screen and wall added to the South elevation. New window added to East elevation. Internal alteration to remove partition wall, install new partition walls and doors. <i>Support: employment opportunities; in keeping</i>
3/23/2010/FUL	New Street Farm, Kents Lane, Standon Change of use from agricultural roadside barn to Class B2 (industrial), Class B8 (storage and distribution) and Class E (commercial, business and services). Timber part glazed screen and wall added to the South elevation. New window added to East elevation. <i>Support: employment opportunities; sensible use of building</i>
3/23/1935/FUL	28B High Street, Standon Alteration to front elevation to change 1 window into a new door to provide a

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	p. 2023.107 separate entrance to the Post Office/ Store: <i>Comment: Conservation Area; change street scene; proposed door out of keeping; not secure for post office use</i>
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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.

Little Croft, Colliers End: 3/23/1659/CLEO: Erection of 2 separate outbuildings within the curtilage of a dwelling house as a use incidental to the enjoyment of a dwelling house: *Objection: creeping development; excessive size*

Willow Farm, Colliers End: 3/23/2102/VAR: Variation of condition 1/ removal of condition 2: *no objection*

*Cllr Leage left the meeting:*

The Oaks, Wellpond Green: 3/23/1996/CLXU: The use of 'The Garage Annexe' as a separate residential dwelling: *no objection*

*Cllr Leage rejoined the meeting*

The Powder House, Barwick: 3/23/2086/CLPO: 2 single storey side extensions (not exceeding 50% of the width of the original dwelling to both sides and not exceeding 4.0m in height and finish in materials to match existing dwelling) replacement of ground floor side window to door. *No objection*

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

a. **Bank Reconciliation 31<sup>st</sup> October 2023 (Scribe)**

Cash in Hand 01/04/2023	241,285.58
ADD Receipts 01/04/2023 - 31/10/2023	127,768.79
	369,054.37
SUBTRACT Payments 01/04/2023 - 31/10/2023	86,660.72 A
Cash in Hand 31/10/2023	282,393.65 (per Cash Book)
Cash in hand per Bank Statements	
Petty Cash 31/10/2023	0.00
Standon Recreation Ground Charity 31/10/2023	0.00
Building Society 31/10/2023	80,634.61
Unity Bank 31/10/2023	116,507.12
Standon Parish Council reserve 05/10/2023	22,533.33
Standon Parish Council current account 05/10/2023	70,923.59
	290,598.65
B Less unrepresented payments	8,205.00
Plus unrepresented receipts	
Adjusted Bank Balance	282,393.65
	282,393.65

A = B Checks out OK

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

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**the meeting** PROPOSED: Cllr F Luca, seconded Cllr Wren. AGREED AND RESOLVED UNANIMOUSLY

b. Nov Payments

Pension	NEST Pension	Z	67.37		67.37
Clerk mobile phone	EE Ltd	S	11.50	2.30	13.80
Administration	James Todd & Co Ltd	S	33.00	6.60	39.60
Administration	James Todd & Co Ltd	S	33.00	6.60	39.60
Community Centre	Invictus Fire Safety Ltd	S	500.00	100.00	600.00
Community Centre	Wilby & Burnett Surveyors	S	398.68	79.74	478.42
Salary	Belinda Irons	Z	1,182.56		1,182.56
Salary	HMRC	Z	361.29		361.29
Allotment Rent	Standon Charities	Z	635.00		635.00
Community Centre	BT Group plc	S	55.95	11.19	67.14
community centre water	Castle Water	S	66.76	13.35	80.11
Community Centre	Seton	S	78.14	15.63	93.77
Community Centre electricity	Eon	S	503.90	100.78	604.68
Play Inspection	Broadmead Leisure Ltd	S	60.00	12.00	72.00

**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 Wren, seconded Cllr F Luca. AGREED AND RESOLVED UNANIMOUSLY

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

23.191 Members Portfolio Allocation:

Cllr Leage: FORQ: ongoing

Cllr Cracknell Colliers End: Environmental Improvements  
Phone box: defibrillator signs £95.70; cabinet £680. Electrical connection £90. Cllr Andrews has contacted the Clerk and advised that he will pay for the cabinet and electrical installation from his Locality fund. A vote of thanks was extended to Cllr Andrews for his support.

**ACTION: CLERK**

Cllr Crook: Standon Calling: tickets are being advertised for the next event  
Paper Mill Lane: issues: residents are filling the deep runnel with bricks to enable them to walk across the runnel to access the public rights of way.

Cllr Foot Allotments  
: Recommendation to charge a deposit to offset clearing allotments on  
: termination: tenancy agreement to be changed: next agenda  
: Signage: installation due 30<sup>th</sup> November  
: unlawful use of an allotment: allotment cleared.  
Communications / PS News: a vote of thanks was extended to Cllr Wren for producing the Parish Council contribution.  
Standon Charities (Cllr Z Luca)  
: Pudding Stone land : agreement at last meeting: to revert to Standon Charities. SPC to consider a management agreement whereby

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Standon Charities pays SPC to maintain the land: to be raised with Standon Charities. **ACTION: PF/ZL**  
: Pudding Stone: bollards need replacing: to be raised with Standon Charities. **ACTION: PF/ZL**

23.192 Governance:

Data Protection and associated documents: net agenda  
Environment Act 2021: Parish Council duty to comply: next agenda  
<https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>

23.194 Clerk's updates:

Bench & noticeboard: weatherproofing: Three noticeboards 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

23.195 Correspondence

23.196 Dates of Next Meetings 2024:

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

23.197 Resolution to Exclude: **PROPOSAL: That Standon Parish Council herewith proposes to invoke the Public Bodies (Admission to Meetings) Act 1960 that members of the public (including representatives of the press) be excluded from the meeting during the consideration of the following item 23.198 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted** PROPOSED: Cllr Leage, seconded Cllr Wren. AGREED AND RESOLVED UNANIMOUSLY.

23.198 Employment Matters: To consider recommendations from the HR Committee regarding the current employment matters.

**PROPOSAL: That Standon Parish Council herewith agrees the recommendations of the HR Committee and agrees implementation of new terms and rates of pay commencing 1<sup>st</sup> January 2024, and the NALC agreed national pay increase on the current pay scale, backdated to 1<sup>st</sup> April 2023, with immediate effect.** PROPOSED: Cllr Leage, seconded Cllr Cracknell. AGREED AND RESOLVED UNANIMOUSLY

23.199 Resolution to Re-Admit: **PROPOSAL: That Standon Parish council herewith agrees that the confidential business having been concluded, the press and public be re-admitted to the meeting** PROPOSED: Cllr Leage, seconded Cllr Cracknell. AGREED AND RESOLVED UNANIMOUSLY.

23.200 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
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	p.2023.110 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.
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.
3/23/0628/FUL Permission granted	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 Permission granted	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.
3/23/1293/HH Permission granted	12 Hammarsfield Close, Standon Erection of single storey rear extension incorporating 2 rooflights and a roof lantern, creation of patio with external steps.
3/23/1477/FUL Decision awaited	Hillside, Ermine Street, Colliers End Erection of an agricultural barn
3/23/1552/HH Decision awaited	36 South Road, Puckeridge Single storey rear extension incorporating roof light
3/23/1174/HH Permission granted	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 Decision awaited	Cota, Hadham Road, Standon Removal of chimney. Roof alterations including raising the roof height. Alterations to fenestration.

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3/23/1650/HH Permission granted	p.2023.111 The Old House, Wellpond Green Addition of render to front elevation
3/23/1729HH Permission granted	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.
3/23/1951/HH Decision awaited	1 Town Farm Crescent, Standon Single storey rear extension
3/23/1659/CLEO Decision awaited	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.

*Meeting closed at 9.45pm*

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