



STANDON PARISH COUNCIL

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

To: **MEMBERS OF STANDON PARISH COUNCIL**

You are hereby summoned to attend the **Annual Meeting of Standon Parish Council** to be held on Thursday 30th May 2024 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 9/05/24

AGENDA

- 24.68 Election of Chairman and Signing Declaration of Acceptance of Office
- 24.69 Councillor absences:
Standon Parish Council accepts/rejects the reasons for absence
- 24.70 Declaration of Members' Interests for this meeting:
 - To receive declarations of interest from Councillors on items on the agenda
 - For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
 - To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - To grant any requests for dispensation as appropriate
- 24.71 Minutes of Parish Council Meeting
RESOLUTION: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 25th April 2024
- 24.72 Roger de Clare School: consultation: School presentation
- 24.73 Public comment or representation:
Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
 - To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
 - At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total
- 24.74 Election of Vice-Chairman
- 24.75 Police, County & District Council reports
- 24.76 Standon Village Hall: Cllr Marshall & Crook
Culvert: progress update:
- 24.77 Legal update: Clerk
Burrs Meadow: licence agreement sent to adjacent householders
Huntsmans Close lease renewal
- 24.78 Highways: Cllr Wren
- 24.79 Planning Matters: Cllr Leage Planning applications:

3/24/0787/HH	49 Aston Road, Standon Erection of single storey front and side extensions and conversion of attached side building

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Other Planning Matters:

Enforcement: 24 Southfields, Standon: E/22/0239/ENF: 3/22/1713/CLPO

Withdrawn: Retrospective planning application awaited_Case

reference: EHDC567143343

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: permission refused: appeal submitted. APP/J1915/X/23/3336014

Little Croft, Colliers End: Appeal: Retrospective application for the temporary use of outbuilding as C3 dwellinghouse during construction of primary dwellinghouse If you wish amend your comments or make any new ones, please contact the Planning Inspectorate quoting reference APP/J1915/W/24/3337130 by 1st May 2024.

Lorne Croft: appeal dismissed

Kings Yard, B1368: Concerns raised regarding change of use, encroachment on highway verge, dangerous parking resulting in sight obstruction of entrance to highway, dangerous working practices.

EHDC: Village Hierarchy Study: response

24.80 Finance: Cllr Foot

a. Bank Reconciliation 30th April 2024 (Scribe)

RESOLUTION: *That Standon Parish Council herewith agrees the bank reconciliation for 30th April 2024 calculated through the Scribe accounting system, against the bank statements emailed to all Councillors in advance of the meeting*

b. May Payments

RESOLUTION: *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. Nat West Complete. Other accounts to be actioned: Building Society.

d. Budget against expenditure: report

e. Internal Audit: update:

i. Quarterly provision of budget against expenditure: to be provided from the Scribe accounting system.

ii. Open new Building Society Account and Transfers of Funds:

f. Audit

1) Internal Audit report

PROPOSAL: *That Standon Parish Council herewith agrees to accept the findings of the internal auditor and agrees to take appropriate action to ensure any recommendations are implemented.*

2) PROPOSAL: *That Standon Parish Council herewith review the effectiveness of the system of financial controls and make recommendations to ensure all risk is minimised*

3) PROPOSAL: *That Standon Parish Council herewith agrees by resolution to ensure the electorate is able to exercise its public right to inspect the Parish Council accounts for a single period of 30 working days commencing Monday 3rd June to 12th July 2024*

4) PROPOSAL: That Standon Parish Council herewith review and agrees by resolution the Annual Governance Statement for 2023/24

5) PROPOSAL: That Standon Parish Council herewith agrees by resolution the Accounting Statement for 2023/24:

24.81 SECTION 106:

- a) Outdoor Sports Provision: MUGA: proposal to install a multi-use games area between the playground and the skate park to enable netball, basketball and 5 a-side football. Suitable fencing with a tarmac top. Planning permission will be applied for as necessary. Update on progress. Budget: **£101,210.38**
- b) Parks & Public Gardens - towards the improvement of parks & public gardens facilities within the Parish of Standon - **£10,306.11**: options
- c) Community Centres and Village Halls Contribution - Towards an extension to the Puckeridge Community Centre – total available **£32,820.29**: options

24.82 Members Portfolio Allocation:

Cllr Leage: FORQ

Cllr Cracknell Colliers End: Environmental Improvements
Phone box: defibrillator cabinet & electrical installation: Cabinet received. Electrician to install. Defibrillator to be supplied by Community First Responders

Cllr Crook: Paper Mill Lane: issues

Cllr Foot Allotments

Standon Charities

: 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:

: Pudding Stone: bollards need replacing: quotes awaited

Cllr Granville Playground: report
Asset Management

Cllr Marshall Environment:
Memorial Field: hedges require extensive work/ north west corner: issues re antisocial behaviour: recommendation to cut back vegetation in north west corner including hedge reduction on South Road
Community Centre carpark: safety recommendation to install bollards to prevent vehicular access to ramped entrance:

Cllr Wren Communications

24.83 Governance:

- a. Data Protection and associated documents
- b. Environment Act 2021: Parish Council duty to comply:
<https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>
- c. Councillor vacancy
- d. Annual Parish Meeting: matters arising for next agenda

24.84 Clerk's updates:

Bench & noticeboard: weatherproofing: Two noticeboards in planned works. Benches in planned works. Cllr Granville producing a works list.

Huntsmans Close Car Park: signage for terms of use: on hold subject to lease/
fencing

24.85 Correspondence

24.86 Dates of Next Meetings 2024: Annual Parish Meeting:
30th May (APCM); 27th June; 25th July; 26th September; 24th October; 28th November;
Annual Parish Meeting: Thursday 30th May

24.87 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>3/23/1477/FUL Decision awaited</p>	<p>Hillside, Ermine Street, Colliers End Erection of an agricultural barn</p>
<p>3/23/1659/CLEO Permission refused: appeal submitted</p>	<p>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.</p>
<p>3/23/2094/FUL Decision awaited</p>	<p>Little Croft, Colliers End Retrospective erection of a workshop and change of use of land to residential curtilage</p>
<p>3/23/2010/FUL Decision awaited</p>	<p>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.</p>
<p>3/23/2403/HH Decision awaited</p>	<p>41 Buntingford Road, Puckeridge Creation of access & driveway with associated landscaping</p>
<p>3/23/2351/SCREEN Screening opinion not required</p>	<p>Land off Standon Hill, Café Field, Puckeridge Screening opinion for proposed residential development up to 100 dwellings.</p>
<p>3/23/2210/FUL Decision awaited</p>	<p>Vintage Corner Service Station, Cambridge Road, Puckeridge Demolition of filling station, shop and associated outbuilding. Erection of small supermarket with car parking and plantroom. Creation of new vehicle and pedestrian access ways</p>
<p>3/24/0208/FUL Decision awaited</p>	<p>New Street Farm, Kents Lane, Standon Demolition of an agricultural building and grain silo and erection of a replacement agricultural building</p>

3/24/0329/HH Permission granted	Frogs Hall House, Frogs Hall Lane, Standon Removal of greenhouse and the raised beds. Construction of detached store / gym building.
3/24/0491/LBC Decision awaited	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.
3/24/0562/FUL Withdrawn	Rigery Lane, Colliers End Creation of agricultural access
3/24/0566/FUL Decision awaited	Valentines, Wellpond Green Demolition of dwelling and outbuildings. Construction of a replacement dwelling, parking and landscaping
3/24/0553/ADV Decision awaited	44High Street, Puckeridge Erection of 2 vinyl graphics to front window
3/24/0282/LBC Decision awaited	Mentley Farm, Mentley Lane, Puckeridge External works to include - Re-pointing of chimneys, replacement of roof slates, replacement and repair of parapet copings. Replacement of rainwater goods and waste pipe. Re-pointing to brickwork, Window and door repairs, works to outside toilet to include the replacement of roof, SVP and lead verge. Internal repairs to include - Provision of insulation, replacement of ceilings to attic, stairs and cellar. Repairs and replacement of joists, posts, brick plinths, and fireplace in cellar. Replacement of electrics and plumbing and housing of new boiler. Replacement of all bathroom fixtures and fittings.
3/24/0742/HH Decision awaited	4 Vicarage Close, Standon New front porch and addition of white K-render to the external walls