



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 **Meeting of Standon Parish Council** to be held on Thursday 27th June 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 20/06/24

AGENDA

- 24.88 Councillor absences:
Standon Parish Council accepts/rejects the reasons for absence
- 24.89 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
- 24.90 Minutes of Parish Council Meeting
RESOLUTION: That Standon Parish Council herewith agrees the minutes of the Annual Parish Council meeting held on 30th May 2024 and the Annual Parish Meeting held on 30th May 2024
- 24.91 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
- 24.92 Police, County & District Council reports
- 24.93 Parish Council vacancies: Three vacancies
- 24.94 Standon Village Hall: Cllr Marshall & Crook
Culvert: progress update:
- 24.95 Legal update: Clerk
Burrs Meadow: licence agreement sent to adjacent householders
Huntsmans Close lease renewal
- 24.96 Highways: Cllr Wren
- 24.97 Planning Matters: Cllr Leage Planning applications:

3/24/0862/FUL	Falkenham, Wellpond Green Demolition of sheds. Erection of 2 single storey dwellings with associated access, car parking, amenity space, air source heat pumps, cycle/refuse storage and landscaping
3/24/0553/ADV	44 High Street, Puckeridge

	Erection of 2 hand painted hanging timber signs to front window
3/24/0968/HH	The Old House, Wellpond Green Construction of 1 st floor rear balcony & eternal spiral staircase.

Other Planning Matters:

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

Withdrawn: Retrospective planning application awaited_Case

Reference: EHDC567143343

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.

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

24.98 Finance: Cllr Foot

a. Bank Reconciliation 31st May 2024 (Scribe)

Cash in Hand 01/04/2024	264,846.64
ADD Receipts 01/04/2024 - 31/05/2024	56,750.74
	321,597.38
SUBTRACT Payments 01/04/2024 - 31/05/2024	42,688.77
A Cash in Hand 31/05/2024	278,908.61 (per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/05/2024	0.00
Standon Parish Council current account 31/05/2024	70,926.90
Standon Parish Council reserve 31/05/2024	22,753.58
Unity Bank 31/05/2024	104,184.91
Building Society 31/05/2024	81,147.14
Standon Recreation Ground Charity 31/05/2024	0.00
	279,012.53
B Less unrepresented payments	673.92
Plus unrepresented receipts	570.00
Adjusted Bank Balance	278,908.61
	278,338.61

A = B Checks out OK

RESOLUTION: That Standon Parish Council herewith agrees the bank reconciliation for 31st May 2024 calculated through the Scribe accounting system, against the bank statements emailed to all Councillors in advance of the meeting

b. June Payments

Cheque No	Description	Supplier	VAT Type	Net	VAT	To
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Play Inspection	Broadmead Leisure Ltd	S	60.00	12.00	72.00	
Administration	James Todd & Co Ltd	S	36.00	7.20	43.20	
Administration	James Todd & Co Ltd	S	36.00	7.20	43.20	
Community Centre	Leesafe Ltd	S	2,000.00	400.00	2,400.00	
Community Centre	Wren Maureen	Z	45.00		45.00	
Community Centre	East Herts District Council	Z	786.00		786.00	
Community Centre	TV Licencing	Z	10.50		10.50	
Pension	NEST Pension	Z	116.45		116.45	
Community Centre	BT Group plc	S	60.64	12.13	72.77	
community centre water	Castle Water	S	150.64	30.13	180.77	
Community Centre	Sturgeon K & W	Z	240.00		240.00	
Asset Maintenance	David Pearce	Z	600.00		600.00	
Asset Maintenance	David Pearce	Z	15.00		15.00	
Clerk mobile phone	EE Ltd	S	16.18	3.24	19.42	
Community Centre locksmith	Community Centre	AV Walker	Z		188.89	188.89
Community Centre Racking	Community Centre	Belinda Irons	S		33.32	6.67 39.99
Culvert	Culvert beneath Village Hall	TF Projects	Z		1,550.00	1,550.00
Salary	Belinda Irons	Z	1,664.73		1,664.73	
PAYE & NICs	HMRC	Z	648.98		648.98	
Community Centre S106	SJP Mechanical Services Ltd	S	30,116.78	6,023.36	36,140.14	
Total			38,375.11	6,501.93	44,877.04	

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

RESOLUTION: That Standon Parish Council herewith notes income received to 19 June 2024 as £1,201.08

- c. Bank signatories: update: 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: documents submitted to PKF Littlejohn and on Standon Parish Council website. Open for public inspection.
- 24.99 **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:
To implement in part or whole the EHDC biodiversity plan

To install an 'open garden' area to the entrance to the allotments for community benefit.

- c) Community Centres and Village Halls Contribution - Towards an extension to the Puckeridge Community Centre – total available **£32,820.29**: option: front extension with new automated entry doors.

24.100 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:

RESOLUTION: That Standon Parish Council herewith agrees to enter into a grounds maintenance contract with TLC Ltd to cut the central accessway on a regular basis

Standon Charities

: Pudding Stone land: letter clarifying SPC wants Standon Charities. To amend the management agreement whereby Standon Charities reimburses SPC to maintain the land:

: Pudding Stone: bollards need replacing: quotes awaited

Cllr Granville Playground: report

Asset Management : benches need to be removed or repaired:

RESOLUTION: That Standon Parish Council herewith agrees to remove benches which are beyond economic repair and replace with recycled plastic equivalents on a rolling basis.

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

24.100 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>

RESOLUTION: That Standon Parish Council herewith agrees and adopts the NALC Model Biodiversity Policy and Action Plan

c. Standing Orders: **RESOLUTION: That Standon Parish Council herewith agrees and adopts the reviewed Standing Orders**

d. Financial Regulations: **RESOLUTION: That Standon Parish Council herewith agrees and adopts the 2024 NALC Model Financial Regulations**

e. Risk Assessment: **RESOLUTION: That Standon Parish Council herewith agrees and adopts the reviewed Risk Assessment**

f. Annual Parish Meeting: Speeding on A120

24.102 Clerk's updates:

24.103 Correspondence

EHDC: energy efficiency survey

Puckeridge Tributary: constant flow leading to damage to banks

24.104 Dates of Next Meetings 2024: Annual Parish Meeting:

25th July; 26th September; 24th October; 28th November;

24.105 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>3/23/1659/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 Permission granted</p>	<p>41 Buntingford Road, Puckeridge Creation of access & driveway with associated landscaping</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 Permission granted</p>	<p>New Street Farm, Kents Lane, Standon Demolition of an agricultural building and grain silo and erection of a replacement agricultural building</p>
<p>3/24/0491/LBC Decision awaited</p>	<p>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</p>

	elevation. New window added to East elevation. Internal alteration to remove partition wall, install new partition walls and doors.
3/24/0553/ADV Decision awaited – changed to painted signs	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 Permission granted	4 Vicarage Close, Standon New front porch and addition of white K-render to the external walls
3/24/0787/HH Permission granted	49 Aston Road, Standon Erection of single storey front and side extensions and conversion of attached side building
3/24/0920/LBC 3/24/0919/FUL	St Edmunds College, Old Hall Green Creation of a new covered atrium including first floor glazed lantern within an existing courtyard, which forms part of the Grade II listed main school block and the Grade II listed Allan Hall including removal of windows and low level brickwork, internal corridor partitions and doors, and the installation of new corridor doors, partitions at ground floor, with the installation of an external ground level air source heat pump
3/24/0895/FUL	Highfield Nursery, Wellpond Green Replacement cladding, roof material and alterations to fenestration and openings (retrospective)
3/24/0914/FUL	Highfield Nursery, Wellpond Green Replacement cladding, roof material and alterations to fenestration and openings (retrospective)

