



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 25th July 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 19/07/24

AGENDA

- 24.106 Councillor absences:
Standon Parish Council accepts/rejects the reasons for absence
 - 24.107 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
 - 24.108 Minutes of Parish Council Meeting
RESOLUTION: That Standon Parish Council herewith agrees the minutes of the Parish Council meeting held on 27th June 2024
 - 24.109 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
 - 24.110 Police, County & District Council reports
 - 24.111 Parish Council vacancies: Two vacancies
RESOLUTION: That Standon Parish Council herewith co-opts John Yates as a Parish Councillor with immediate effect
 - 24.112 Standon Village Hall: Cllr Marshall & Crook
Culvert: progress update:
 - 24.113 Legal update: Clerk
Burrs Meadow: Signed licence agreements x 2 returned to solicitor. Payment awaited
Huntsmans Close: EHDC lease renewal 2025
 - 24.114 Highways: Cllr Wren
EHDC/HCC: Local Cycling & Walking Infrastructure Plan consultation 8th July to 19th August 2024. <https://east-herts-lcwip-hertscscc.hub.arcgis.com/>
 - 24.115 Planning Matters: Cllr Leage Planning applications:
- | | |
|--------------|--|
| 3/24/1089/HH | Cotta, Hadham Road, Standon
Removal of chimney. Proposed loft conversion, roof extension raising the roof |
|--------------|--|

	height and alterations to roof comprising 2 rear facing dormers, 2 front facing roof light windows, re-align front gables and covered front porch. Re-position front door and windows. Alterations to fenestration.
3/24/0862/FUL	Land adjacent to 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.
3/24/1088/FUL	Skeleton Green, Buntingford Road, Puckeridge Retention of containers ground and first floor with associated external stair access
3/24/1141/AGPN: Prior Approval application: Decision: Prior Approval not required	Dowsetts Farm, Dowsetts Lane, Colliers End Erection of general storage building, primarily for machinery and fertiliser:
3/24/0812/FUL	Rigery Farm, Colliers End Creation of agricultural access
3/24/1214/HH	The Poplars, Wellpond Green Erection of Car port/ outbuilding
3/24/1504/HH 3/24/1205/LBC	42 High Street, Standon Demolition of rear conservatory. Construction of single storey rear extension, installation of 3 side facing rooflight windows to detached garage. Internal alterations to the ground floor to install partition walls to create new shower room, block up 1 door and remove internal wall and to the first floor to install partition walls to create new en suite and cupboard and create 1 new doorway.

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

Little Croft, Colliers End: 3/23/2094/FUL Retrospective erection of a workshop and change of use of land to residential land. Appeal submitted

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:

EHDC: District Plan Call for sites open 5.7.2024 to 30.9.2024

24.116 Finance: Cllr Foot

a. Bank Reconciliation 30th June 2024 (Scribe)

Cash in Hand 01/04/2024	264,846.64
ADD Receipts 01/04/2024 - 30/06/2024	58,568.27
	323,414.91
SUBTRACT Payments 01/04/2024 - 30/06/2024	88,144.47
A Cash in Hand 30/06/2024	235,270.44 (per Cash Book)
Cash in hand per Bank Statements	
Petty Cash 30/06/2024	0.00
Standon Parish Council current account 30/06/2024	70,916.18
Standon Parish Council reserve 30/06/2024	22,778.89
Unity Trust Bank 30/06/2024	59,843.23
Saffron Building Society 30/06/2024	81,147.14
Standon Recreation Ground Charity 30/06/2024	0.00
	234,685.44 B
Less unrepresented payments	
Plus unrepresented receipts	585.00
Adjusted Bank Balance	235,270.44
	A = B Checks out OK

RESOLUTION: That Standon Parish Council herewith agrees the bank reconciliation for 30th June 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
	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	15.00		15.00	
	Asset Maintenance	David Pearce	Z	600.00		600.00	
	Clerk mobile phone	EE Ltd	S	16.18	3.24	19.42	
Community Centre	AV Walker	Z		188.89	188.89		
Community Centre	Belinda Irons	S		33.32	6.67	39.99	
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	648.96		648.96	

Community Centre S106	SJP Mechanical Services Ltd	S	30,116.78	6,023.36	36,140.14
Community Centre electricity	Eon	S	458.30	91.66	549.96
Clerk mobile phone	O2	S	8.93	1.79	10.72
Unity Bank charge	Unity Trust Bank	Z	18.00		18.00
Total			38,860.32	6,595.38	45,455.70

Cheque No	Description	Supplier	VAT Type		Net
Play Inspection	Broadmead Leisure Ltd	S	60.00	12.00	72.00
Payroll	James Todd & Co Ltd	S	36.00	7.20	43.20
Play Repairs	Broadmead Leisure Ltd	S	235.00	47.00	282.00
Asset Maintenance	David Pearce	Z	16.45		16.45
Community Centre	Paxtons Home Improvements Ltd	S	399.90	79.98	479.88
Community Centre Cleaning	Eman Industries Ltd	S	765.59	153.12	918.71
Community Centre Cleaning	Tina the Cleaner	Z	569.72		569.72
Community Centre	Wilby & Burnett Surveyors	S	276.79	55.36	332.15
Community Centre	Tyson DM & Hall WD	S	316.67	63.33	380.00
Broadband	BT Group plc	S	60.89	12.18	73.07
Clerk mobile phone	EE Ltd	S	20.18	4.04	24.22
Pension	NEST Pension	Z	116.45		116.45
Salary	Belinda Irons	Z	1,664.73		1,664.73
PAYE & NICs	HMRC	Z	648.96		648.96
Community Centre	Mrs J Cunningham	Z	17.53		17.53
Total			5,204.86	434.21	5,639.07

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 30 June 2024 as £1,817.53

- c. Bank signatories: update: Building Society.
 - d. Unity Trust Bank Instant Savings Account:
 - e. **RESOLUTION: That Standon Parish Council herewith agrees to open a Unity Trust Bank Instant Access Savings Account to enable better interest rates to be achieved on the current account.**
 - f. Audit: documents submitted to PKF Littlejohn and on Standon Parish Council website. Open for public inspection.
- 24.117 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.

24.118 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: 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:

Asset Management : Station Road brick bus shelter: recommendations/ decision

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

Memorial Field: area behind Batchelors/ South Road

Memorial Field: Cherry tree management by Southfields

Memorial Field: Willow at entrance: management

Burrs Meadow: tree / vegetation in bags/ hedge cutting

Southfields next to playground: establish owner responsibility

The Moors: tree work

Cllr Wren Communications

Air Ambulance

24.119 Governance:

- a. Data Protection and associated documents

24.120 Clerk's updates:

24.121 Correspondence

Burrs Meadow: tree overgrowing neighbouring property

Burrs Meadow: cut vegetation left in bags

Southfields: opposite playground: grounds maintenance and debris

Community Centre: information leaflets

Community Centre: inclusion of a Museum

Memorial Field: tree maintenance

Date of next Air Ambulance attendance

Station Road Bus Shelter: dilapidated

Puckeridge Tributary: still flowing

24.122 Dates of Next Meetings 2024: Annual Parish Meeting:

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

24.123 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 Permission refused: appeal submitted</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>3/23/2210/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>3/24/0491/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 elevation. New window added to East elevation. Internal alteration to remove partition wall, install new partition walls and doors.</p>
<p>3/24/0282/LBC Decision awaited</p>	<p>Mentley Farm, Mentley Lane, Puckeridge External works to include - Re-pointing of chimneys, replacement of</p>

	<p>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.</p>
<p>3/24/0920/LBC 3/24/0919/FUL</p>	<p>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</p>
<p>3/24/0895/FUL</p>	<p>Highfield Nursery, Wellpond Green Replacement cladding, roof material and alterations to fenestration and openings (retrospective)</p>
<p>3/24/0914/FUL Permission granted</p>	<p>Highfield Nursery, Wellpond Green Replacement cladding, roof material and alterations to fenestration and openings (retrospective)</p>
<p>3/24/0553/ADV Permission granted</p>	<p>44 High Street, Puckeridge Erection of 2 hand painted hanging timber signs to front window</p>
<p>3/24/0968/HH</p>	<p>The Old House, Wellpond Green Construction of 1st floor rear balcony & external spiral staircase.</p>