

SPC STANDON PARISH COUNCIL

Minutes of the Meeting of Standon Parish Council held on Thursday 25th July 2024 at 7.30pm in the Lankester Lounge, Standon & Puckeridge Community Centre, Station Road, Puckeridge

PRESENT: Cllr Tony Cracknell (Chairman), Cllr Pat Foot, Cllr Ralph Granville, Cllr Michael Marshall, Cllr Maureen Wren.

CLERK: Belinda Irons

PUBLIC: 2

24.106 Councillor absences: Cllr Sally Crook, Cllr Chris Leage
Standon Parish Council accepts the reasons for absence

24.107 Declaration of Members' Interests for this meeting:

Cllr Cracknell Community Centre committee

Cllr Wren Community Centre committee

Cllr Marshall Village Hall committee: PC representative

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*

PROPOSED: Cllr Wren, second Cllr Granville. AGREED AND RESOLVED UNANIMOUSLY

24.109 Public comment or representation:

Hadham Road Trees: HCC has advised that it has risk assessed the trees and is progressing for action. A resident commented that cars have been crushed, utilities damaged, and people put at risk. The trees are not logged on the HCC tree strategy. Dead wood is lying beneath the trees and many are in poor condition. BT has only just reinstated lines brought down by falling trees, and had to return to remove cabling left across the road.

Hadham Road: highway surface is in very poor condition. It was not resurfaced at the same time as Standon High Street.

Greenleys, Hadham Road: The wide verge has not been routinely maintained for at least 4 years. Responsibility of Clarion Housing Association. The resident commented that Hadham Road seems to be the 'poor relation' to the rest of the Parish and this is unacceptable.

24.110 Police, County & District Council reports

EHDC Cllr Bull: an email will be sent wishing a speedy recovery.

Police: by email:

STANDON & PUCKERIDGE

- Theft of motor vehicle – Aston Road in Standon. A vehicle was stolen from the front driveway of a residential property in Aston Road, Standon.
- Theft of Motor vehicle – Batchelors in Puckeridge. A vehicle was stolen from the front driveway of a property in Batchelors in Puckeridge. A suspect has been detained and police enquiries continue.
- Theft of metal from outside a property in Puckeridge. Unknown Offenders have approached the items which had been discarded outside the property and have removed them without permission.

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Other news and updates:

Burglaries statistics appear to have reduced slightly, for dwelling and non dwelling. Please continue to ensure your property secure and valuables are not left easily in view or accessible.

Document serial numbers and use property markers.

Photograph expensive jewellery and record in a safe location, which can be accessed by any of your devices.

On most makes of vehicle, keyless entry can be disabled.

To reduce the risk of theft, ensure car keys (particularly any spare keys) are secured in a secured location using a signal blocking/Faraday pouch when not in use. Hiding the keys in a metal tin can also restrict the signal from vehicle keys.

Your local policing teams are continuing regular patrols in hotspot areas at key times.

Please continue to report suspicious vehicles that may be seen driving around in your area. If you are able to record the MAKE, COLOUR and REGISTRATION number of the vehicle, that would be very helpful.

Additional Crime Prevention Advice can be found via this link:

<https://www.herts.police.uk/cp/crime-prevention/>

24.111 Anti-social behaviour in the Parish: Councillors reported three incidents of anti-social behaviour which will be reported to the Police.

Parish Council vacancies: Two vacancies

RESOLUTION: That Standon Parish Council herewith co-opts John Yates as a Parish Councillor with immediate effect PROPOSED: Cllr Wren, second Cllr Marshall. AGREED AND RESOLVED UNANIMOUSLY

24.112 Standon Village Hall: Cllr Marshall

Culvert: progress update: the scaffold has been removed and the final concreting is being finished off.

Standon Parish Council formally offered a vote of thanks to Standon Village Hall Committee for its ex-gratia payment of £10,000 (ten thousand pounds) towards the cost of the culvert works.

24.113 Legal update: Clerk

Burrs Meadow: Signed licence agreements x 2 returned to solicitor. Payment awaited

Huntsmans Close: EHDC lease renewal 2025: noted

24.114 Highways: Cllr Wren

EHDC/HCC: Local Cycling & Walking Infrastructure Plan consultation 8th July to 19th August 2024. <https://east-herts-icwip-hertscc.hub.arcgis.com/>

Cllr Cracknell to review and advise a response.

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
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	p. 2024.56 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. <i>Objection: impact on neighbours, change of roofline, change of use of 1st floor</i>
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. <i>Objection: Class Q permission only</i>
3/24/1088/FUL	Skeleton Green, Buntingford Road, Puckeridge Retention of containers ground and first floor with associated external stair access: <i>Objection: overbearing, out of keeping, highway and traffic issues, impact on neighbouring properties, light pollution</i>
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: <i>Noted</i>
3/24/0812/FUL	Rigery Farm, Colliers End Creation of agricultural access <i>No objection</i>
3/24/1214/HH	The Poplars, Wellpond Green Erection of Car port/ outbuilding: <i>No objection</i>
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. <i>No objection</i>

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

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: E/23/0056/ENF Concerns raised regarding change of use, encroachment on highway verge, dangerous parking resulting in sight obstruction of entrance to highway, dangerous working practices. Planning application received
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 PROPOSED: Cllr Wren, second Cllr Foot. AGREED AND RESOLVED UNANIMOUSLY

b. June Payments

Cheque No	Description	Supplier		VAT Type	Net	V
	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

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2024.58						
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 PROPOSED: Cllr Wren, second Cllr Granville. AGREED AND RESOLVED UNANIMOUSLY

RESOLUTION: That Standon Parish Council herewith notes income received to 30 June 2024 as £1,817.53 PROPOSED: Cllr Cracknell, second Cllr Granville. AGREED AND RESOLVED UNANIMOUSLY

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- 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.*** PROPOSED: Cllr Cracknell, second Cllr Marshall. AGREED AND RESOLVED UNANIMOUSLY
- f. Audit: documents submitted to PKF Littlejohn and on Standon Parish Council website. Open for public inspection. External Audit have raised two points for clarification to date: employment and charity. Documentation has been supplied to the external auditor.

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**
Three quotes have been achieved from Wicksteed, Sovereign Play, and Caloo. The Sovereign Play quote needs to be amended to match the other two quotes. An extraordinary meeting will be called once the revised quote has been received to enable the Parish Council to review and assess the quotes against each other, and then make recommendation to EHDC which would be its preferred contractor when making application for S106 monies to be released. A planning application will be required.
- 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
- c) To install an 'open garden' area to the entrance to the allotments for community benefit. Schemes and quotes are awaited.
- 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: awaiting a revised quote via Wilby & Burnett.

24.118 Members Portfolio Allocation:

- 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: Community Heartbeat has been approached to install the cabinet. A quote is awaited.
- Cllr Foot Allotments: A complaint has again been received that the central driveway grass needs to be cut. The Clerk has contacted the contractor and asked for this to be a priority action.
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: A revised letter has been sent and a decision is awaited.
: Pudding Stone: bollards need replacing: quotes awaited
- Cllr Granville Playground: report: littering has escalated now the school holiday has commenced. It was recommended that the bin (which is usually empty) is moved into the play area to support the existing bin which is always filled quickly.

Asset Management : benches need to be removed or repaired:
Cllr Granville advised that there is potential for costs to be excessive. Each bench will require the removal and disposal of the existing, a concrete base laid, and a new bench purchased and bolted to the concrete. Cllr Granville recommended we start with the worst but most use bench at the top of the recreation field to establish cost and then budget for further bench changes. A contractor will be sought to complete the works.

Asset Management : Station Road brick bus shelter:
recommendations/ decision: one quote was received at the time of the meeting which stated a road closure would be required. A second quote was received Friday morning which did not require a road closure and was less than half the price of the first quote. Two further quotes are awaited.

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: Cllr Marshall will liaise with the Parish Council tree surgeon.

Memorial Field: area behind Batchelors/ South Road: strimmed down

Memorial Field: Cherry tree management by Southfields

Memorial Field: Willow at entrance: management: in progress

Burrs Meadow: tree / vegetation in bags/ hedge cutting: the contractor has been reminded to remove these

Southfields next to playground: establish owner responsibility: under investigation

The Moors: tree work: in progress

Cllr Wren

Communications: PS News article for September has been completed
Air Ambulance: no response has been received. Isabel Hospice has been approached and has agreed to attend the Community Centre car park on 23rd September between 10.30am and 12.00 noon.

24.119 Governance:

a. Data Protection and associated documents

24.120 Clerk's updates:

24.121 Correspondence

Burrs Meadow: tree overgrowing neighbouring property: under consideration

Burrs Meadow: cut vegetation left in bags: see 24.118

Southfields: opposite playground: grounds maintenance and debris: see 24.118

Community Centre: information leaflets: not viable at this time. Recommend the Village Hall.

Community Centre: inclusion of a Museum: under consideration

Memorial Field: tree maintenance: in progress

Date of next Air Ambulance attendance: see 24.118

Station Road Bus Shelter: dilapidated: see 24.118

Puckeridge Tributary: still flowing: the Parish Council has escalated its concerns to the Chief Executives of Affinity Water and Thames Water, including the MP.

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

3/20/1146/OUT
Decision awaited

Standon Business Park Stortford
Road Standon
Outline planning permission for

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	p. 2024.61 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.
3/23/1659/CLEO Permission refused: appeal submitted	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.
3/23/2094/FUL Permission refused: appeal submitted	Little Croft, Colliers End Retrospective erection of a workshop and change of use of land to residential curtilage
3/23/2010/FUL Decision awaited	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.
3/23/2210/FUL Decision awaited	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
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.
3/24/0282/LBC Decision awaited	Mentley Farm, Mentley Lane, Puckeridge External works to include - Re-pointing of chimneys, replacement of roof slates, replacement and repair of

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	p. 2024.62 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.
3/24/0920/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 Permission granted	Highfield Nursery, Wellpond Green Replacement cladding, roof material and alterations to fenestration and openings (retrospective)
3/24/0914/FUL Permission granted	Highfield Nursery, Wellpond Green Replacement cladding, roof material and alterations to fenestration and openings (retrospective)
3/24/0553/ADV Permission granted	44 High Street, Puckeridge Erection of 2 hand painted hanging timber signs to front window
3/24/0968/HH Decision awaited	The Old House, Wellpond Green Construction of 1 st floor rear balcony & external spiral staircase.

Meeting closed at 9.15pm

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