

**Ashwell Parish Council Meeting to be held on Wednesday 02 August 2023,
at the Parish Room at 7pm**

To Councillors: Chris Button, Ian Duffy, Vinny Hall, Martin Hoffman, Graham Lee (Chair), Norton Mahy (Vice Chair), David Sims.

Councillors are summoned to attend this meeting for the transaction of business in the agenda below.

The meeting is open to members of the public and press unless a resolution for a particular agenda item decides otherwise. The meeting can be attended in person or via Zoom. Please sign up on the website (www.ashwell.gov.uk) to be sent login details and to receive regular communications on village matters, or contact the parish office direct.

District Councillor Tom Tyson and County Councillor Steve Jarvis routinely attend meetings.

Agenda

43 Apologies for absence

To receive and accept apologies for absence.

44 Interests a) To receive declarations of interest from councillors on items on the agenda, b) To receive written requests for dispensations for declarable interests, and c) To grant any requests for dispensation as appropriate.

45 Minutes

45.1 To confirm the minutes of Ashwell Parish Council meeting on 05 July 2023 as an accurate record of proceedings. Minutes in appendix A.

45.2 To confirm the minutes of the Planning Committee meeting on 26 July 2023 as an accurate record of proceedings. Minutes in appendix B.

45.3 To note that the draft minutes of the Extraordinary meeting held on 26 July 2023 to be made available subsequently.

46 Public Issues and Public Participation *Standing Orders to be suspended*

Members of the public and councillors can raise any matters and ask questions.

47 Planning Summary of new and existing applications in Appendix C.

Enter the NHC reference number into the planning search box for full application details:

<https://pa2.north-herts.gov.uk/online-applications/>

47.1 To agree responses to new consultations received from North Herts Council.

47.1.1 92 Ashwell Street. NHC ref. 23/01557/FPH. Full Permission Householder: Single storey rear extension, replace existing windows and doors and insertion of rooflights to existing rear roof-slope. Erection of rear side elevation boundary fence following demolition of existing rear detached outbuilding.

47.1.2 1 Forresters Cottages, 14 High Street. NHC ref. 23/01425/FPH Full Permission Householder: Replace existing panel fencing following removal of existing hedge.

47.2 Tree consultations (Conservation Area and TPO) received from NHC.

47.2.1 35 West End. NHC ref. 23/01615/TCA Trees (Conservation Area) : T1 Sycamore - Re pollard to previous pruning points. T2 Walnut - Remove to ground level. G1 Sycamore - Pollard to reduce dying tops. G2 Sycamore - Lift lower canopy over road and cut back basal growth from road edge.

47.2.2 10 Swan Street. NHC ref. 23/01664/TCA Trees (Conservation Area) : T1 Black Locust - Reduce limb growing over road by 2.5m. Prune to suitable growth point. Lift crown to 3.5m. Selectively prune the rest of the canopy by 1m to match in limb reduction. Remove deadwood & sever ivy.

47.3 Land between Ashwell House and Hunts Ridge. NHC ref. 22.03094/FP To receive an update from Cllrs Norton Mahy and Chris Button on progress with the s106 request (minute 36.4 05 July 2023 Council meeting). To agree how this to be progressed to meet the NHC deadline.

47.4 Dixies Meadow NHC ref.23/00666/FP. To receive an update on the representation at the NHC Planning Control meeting (minute 36.3 05 July 2023 Council meeting).

48 Reports from Working Groups and Committees

48.1 Trees and Hedges group. To receive an update from Cllr David Sims on the hedge at the recreation ground (minute 37.2 05 July 2023 Council meeting).

48.2 Affordable Housing group. To receive an update from Cllr Chris Button (minute 34.3 05 July 2023 Council meeting).

48.3 Section 106 committee. To review previous proposals for the setting up of this committee (minute 35.2.2 05 July 2023 Council meeting).

49 Reports from parish councillors on premises and other responsibilities

49.1 The Springs. To receive an update from Martin Hoffman on (i) the Ashwell Springs Festival held on Sunday 23 July, (ii) proposed tree works, (iii) repairs pending to fencing and steps.

49.2 To receive any other premises reports.

50 Reports to the Council

50.1 To receive reports from representatives from outside bodies, local authorities and agencies.

50.1.1 To receive a report from County Councillor Steve Jarvis.

50.1.2 To receive a report from District Councillor Tom Tyson.

51 Village Matters

51.1 North of Baldock extension and communications with Urban & Civic. To receive any update and agree any further action.

51.2 Survey received in relation to Hertfordshire County Council's draft Rural Estate Strategic Plan (minute 41.3 05 July 2023 Council meeting). To agree how this would be responded to.

52 Finance and Governance

52.1 Council documents: Policies and Procedures, Terms of Reference

52.1.1 To note the ongoing review of existing documents, model documents available and proposals for adoption.

52.1.2 To note the adoption of the Terms of Reference for the HR committee at the Extraordinary meeting. See appendix D.

52.1.3 Proposal for a Code of Conduct to be drafted based on the document provided by NHC; this to be formally adopted at the next meeting. See appendix E.

52.1.4 To note the draft Complaints procedure and to consider any proposals for amendments and agree a version for adoption. See appendix F.

52.1.5 Disciplinary and Grievance policies. To note the suggestion that a clause be added to the NALC model policy to include the option to refer to external parties for advice/determination. Proposal to adopt the draft with this addition. See appendix G.

52.2 Budget tracking and the monthly summary of accounts. To note that the latest financial information would not be available at the date of issue of the agenda as the month end had not yet occurred. The budget information would be circulated to parish councillors as soon as it was available. The summary of accounts to be issued with the draft minutes.

52.3 Proposal from Cllr Graham Lee to authorise expenditure of £450 on the electricity bill received from Ashwell Housing Association for electricity use associated with the parish council office between November 2022 and May 2023. (minute 42.2 05 July 2023 Council meeting).

52.4 Annual Insurance review due by 1st October 2023 for 'Ashwell Parish Council and the Ashwell Village Trust'. To note the communication from the broker with a request to review the current sums insured and inform them of any changes by 10 August 2023 subsequent to their seeking three quotes for the Parish Council's consideration. To agree how this should be progressed.

Issued by Jane Porter, Clerk to Ashwell Parish Council, 27 July 2023