

Agenda

Ashwell Parish Council Meeting to be held on Wednesday 03 April 2024,
in 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.

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.

Copies of the agenda and other items on the website are available by request.

<https://www.ashwell.gov.uk/parish-council/meetings/full-council/2024-meetings-minute/>

122 Apologies for absence To receive and accept apologies for absence.

123 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. Where any declaration of interest involves the chair, the meeting to agree an alternative individual to take the chair for that item(s).

124 Minutes Proposal to approve the draft minutes of the Parish Council meeting on 06 March 2024 as an accurate record of proceedings.

https://www.ashwell.gov.uk/downloads/agendas_and_minutes/minutes/2024/draft_minutes_council_february_2024.pdf

125 Parish Issues and Public Participation

https://www.ashwell.gov.uk/downloads/what_the_parish_council_does_from_may_2023/apc_public_participation_protocol_2023.pdf

Standing Orders to be suspended.

125.1 To note the draft minutes of the Annual Parish Meeting (APM) held on Wednesday 20 March, and any updates. See draft minutes on the website

https://www.ashwell.gov.uk/downloads/agendas_and_minutes/annual_parish_meetings/draft_minutes_annual_parish_meeting_20mar2024.pdf

To include:

- 125.1.1 Baldock Extension (*see APM minute 6.1 and also District Councillor Tom Tyson's report 125.5.2 below*).
 - 125.1.2 Police matters (*see APM minute 6.2 and also item 125.3 below*).
 - 125.1.3 Soft plastics recycling/possible inclusion of Ashwell in the extension of the trial (*see APM minute 6.3 and also District Councillor Tom Tyson's report 125.5.2 below*).
 - 125.1.4 Zero Carbon Ashwell group (*see APM minute 6.5*).
 - 125.1.5 Ashwell Community Land Trust Ltd (*see APM minute 6.6*).
<https://www.ashwell.gov.uk/ashwell/ashwell-community-land-trust-ltd/>
 - 125.1.6 Access to Ashwell Station/cycle and pedestrian link and car parking, and s.106 (*see APM minute 7.1 also item Planning Advisory working group 126.2 below*).
 - 125.1.7 Pavilion upgrade, 'Renovation or replacement?' (*see APM minute 7.2 and also items 125.2.3 and 129.3 below*).
 - 125.1.8 Playground improvements (*see APM minute 7.3 and also items 125.2.3 and 129.4 below*).
 - 125.1.9 War memorial/dropped kerb issue and bollards (*see APM minute 7.7.1 and report from County Councillor Steve Jarvis 125.5.1 below and also item 129.5 below*).
 - 125.2 To note the following ongoing consultations/surveys, responses to date and agree any actions.
 - 125.2.1 Consultation on the Outreach Post Office service hosted by St Mary's Church in the Parish Room to gain local residents' views on the impact of the service reduction to two sessions per week. <https://www.ashwell.gov.uk/news2/survey-re-ashwell-ou/>
 - 125.2.2 Consultation on the litter bins, 'Right Bin, Right Place' (*see also item 129.7 below*).
<https://www.ashwell.gov.uk/news2/consultation-on-our/>
 - 125.2.3 Consultation on the pavilion upgrade, 'Renovation or replacement?' (*see also item 129.3 below*). <https://www.ashwell.gov.uk/news2/the-pavilion--renova/>
 - 125.2.4 Consultation on improvements at the playground (*see also item 129.3 below*).
<https://www.ashwell.gov.uk/news2/playground-improveme/>
 - 125.2.5 Affordable Housing Survey - deadline 30 April 2024.
<https://www.ashwell.gov.uk/news2/affordable-housing-s/>
 - 125.3 To note the following police matters, (i) the police community engagement event held on Carters Pond on Saturday 23 March, (ii) the poster project with the school to support '20's Plenty'. (iii) the changes to the police online Neighbourhood Watch scheme; OWL to become Herts Connected. <https://hertsconnected.co.uk/>
 - 125.4 To hear any new matters raised (*members of the public and councillors can raise any Parish related matters*)
 - 125.5 To receive reports from representatives from outside bodies, local authorities and agencies.
 - 125.5.1 To receive a report from County Councillor Steve Jarvis.
 - 125.5.2 To receive a report from District Councillor Tom Tyson.
- Standing Orders to be reinstated.

126 Reports from Working Groups. To receive oral updates from relevant leaders/members and agree any actions that require Parish Council input/approval.

126.1 Litter Picking (Cllr Norton Mahy). To note the event planned for Saturday 20 April.

126.2 Planning Advisory (includes matters re affordable housing and section 106) (Cllrs Chris Button and Norton Mahy). To note the current Affordable Housing Survey (*see item 125.2.5 above*). To note any updates re access to Ashwell station (includes the cycle/footway route and car parking) (*see item 125.1.6 above*).

126.3 Trees and Hedges (Cllr David Sims).

126.4 Yearbook 2024 edition (Cllr Norton Mahy).

127 Planning matters: to include new and existing applications. To see full details of applications on the NHC website enter the reference number into the planning search box. <https://pa2.north-herts.gov.uk/online-applications/>

127.1 New consultations received from NHC. To note any correspondence and agree responses.

127.1.1 The Old Rectory, Hodwell. NHC ref. 24/00575/FPH. Full Permission Householder: Erection of detached greenhouse.

127.1.2 80 Ashwell Street. NHC ref. 24/00651/FPH. Full Permission Householder: Two storey side extension, single storey rear extension, front porch extension and raised rear decking area following demolition of existing garage.

127.2 Tree consultations (Conservation Area and TPO) received from NHC. To agree responses to any received.

127.2.1 51 Silver Street. Trees (Conservation Area): NHC ref. 24/00592/TCA. T1 Sycamore - Crown lift to 50% of the crown, Removing lower canopy to allow light into garden, without pruning the top of the crown. T2 Elder - Remove to ground level.

127.2.2 25 Kingsland Way. Trees (Conservation Area) : Cherry - Reduce by up to 1m. Laurel Hedge, Viburnum Hedge, Oak - Reduce by up to 1m.

127.3 To note the 'no objection' response to the NHC Planning Officer re TCA application Bushel And Strike, 15 Mill Street. NHC ref. 24/00652/TCA Trees (Conservation Area) : T1 Sycamore - Crown reduce by up to 30%. T2 Sycamore - Removal of lower limb.

127.4 Concerns re the removal of trees at Claybush Hill Meadow covered by a planning condition (*see action point February council 109.4*). See application documents on the NHC website NHC ref. 16/01797/1.

To note any further correspondence received and agree any actions.

https://www.ashwell.gov.uk/cms/downloads/agendas_and_minutes/agendas/2024/claybush_hill_meadow_16017971_-_concerns_re_tree_works.pdf

127.5 To note the Planning Summary as of 26 March 2024.

https://www.ashwell.gov.uk/cms/downloads/planning/planning_summary_sheets/2024/planning_summary_as_of_26mar2024.pdf

128 Reports from Committees

128.1 HR Committee. To receive an oral report on the recruitment of a new clerk and agree any actions. <https://www.ashwell.gov.uk/news2/recruitment-for-a-pa/>

129 **Reports from parish councillors on premises and other responsibilities.** To receive reports and agree any actions needed.

129.1 The Springs. To receive an oral report from Cllr Martin Hoffman.

129.2 St Mary's Churchyard Grounds Maintenance. To receive an oral report from Cllr Hoffman.

129.3 Recreation Ground including the playground, pavilion and public toilets. To receive an oral report on any updates from Cllr Graham Lee. To note the consultations on the pavilion (*see 125.2.3 above*) and the playground (*see 125.2.4 above*).

129.4 Small Gains (Accies pitch and allotments). To receive an oral report from Cllr David Sims.

129.5 War Memorial. To receive an oral report (*see also 125.1.9 above*).

129.6 Cemetery. To receive an oral report.

129.7 Street furniture.

129.7.1 Litter bin review. To note the consultation (*see item 125.2.2 above*) and to receive an oral report on any updates from Cllr Norton Mahy.

129.7.2 Seats. To note any update on the replacement of the seat in Angells Meadow sponsored by the WI.

130 Finance and Governance

130.1 Budget tracking and the monthly summary of accounts. To note the information up to 31 March 2024 circulated to parish councillors after the end of the month. Proposal that the summary of receipts and payments be issued with the draft minutes and the two nominated parish councillors sign off the accounts in accordance with internal control procedures.

130.2 Audit for the 2023-24 financial year. To note the information from the External Auditor on items to be submitted and the schedule of dates for submission. To note arrangements for the Internal Audit agreed with the Internal Auditor.

https://www.ashwell.gov.uk/cms/downloads/budgets-and-audits/audit_2023-24/external_audit_instruction_for_2023-24.pdf

130.3 To consider any requests from community groups for funding from the section 137 budget (total budget allocation for 2024-25, £3,000).

130.3.1 Zero Carbon Ashwell group. Request for the hire cost of the Parish Room (£20.40) for a meeting.

130.3.2 Ashwell Community Land Trust Ltd. Request for the cost of annual membership of the CLTNetwork to enable access to the groups advice (£90).

130.4 To note the quote for reprinting the footpath leaflet and receive a proposal to accept.

<https://www.ashwell.gov.uk/ashwell/parish-footpath-map/>

Date of next meeting: Wednesday 01 May 2024, 7pm.

Issued by Jane Porter, Acting Clerk to Ashwell Parish Council, 26 March 2024