

Agenda

Ashwell Parish Council Meeting to be held on Wednesday 17 January 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 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.

Appendices to the agenda are available on the website or by request.

<https://www.ashwell.gov.uk/parish-council/meetings/full-council/2023-meeting-minutes/>

95 Apologies for absence

To receive and accept apologies for absence.

- 96 **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).

97 Minutes

- 97.1 Proposal to approve the draft minutes of the Parish Council meeting on 06 December 2023 as an accurate record of proceedings. *Draft minutes in appendix A.*

- 98 **Public Issues and Public Participation** To include matters raised at the meeting and previously.

Standing Orders to be suspended.

- 98.1 Annual Parish Meeting 2024. To note this to be held on Wednesday 20 March, 7pm at the School. <https://www.ashwell.gov.uk/parish-council/meetings/>

- 98.2 To note any updates on various ongoing matters.

- 98.2.1 Outreach Post Office services hosted by St Mary's Church in the Parish Room.

To note any further update following the concerns raised with our MP, Sir Oliver Heald, by the Parish Council and others re the lack of consultation, and poor notice, by Post Office Ltd of their decision to reduce the opening hours in Ashwell and other villages.

<https://www.ashwell.gov.uk/news2/major-reduction-in-t/>

98.2.2 Police Neighbourhood Watch and the OWL scheme. To note the ongoing input from a parishioner and PCSO Chris Braybrook. *See minute 67.3 October council meeting.*

<https://www.ashwell.gov.uk/news2/police-neighbourhood/>

98.2.3 North of Baldock extension and communications with the master developer Urban & Civic. To note any further information and agree any action.

<https://growingbaldock.co.uk/>

98.3 To consider any new matters raised. (*Members of the public and councillors can raise any matters and ask questions at the meeting or in advance*)

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

98.4.1 To receive a report from County Councillor Steve Jarvis. To include any further information on the following; (i) any further information re the new footway, a condition of the planning permission, on the boundary of Townsend Meadow and Station Road.

98.4.2 To receive a report from District Councillor Tom Tyson. To include any further information on the following; (i) re the trees at Townsend Meadow on the boundary with Station Road. *See December council 88.1.3.*

Standing Orders to be reinstated.

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

99.1 Green Energy & EV Charging Infrastructure (Cllrs Graham Lee and Ian Duffy).

99.2 Litter Picking (Cllr Norton Mahy).

99.3 Planning Advisory (includes matters re affordable housing and section 106) (Cllrs Chris Button and Norton Mahy). To include any further information from NHC/the Rural Housing Enabler re the Housing Needs Survey <https://www.north-herts.gov.uk/housing-need-north-herts>

See also 100.3 below re the Hunts Close application.

99.4 Trees and Hedges (Cllr David Sims).

99.5 Yearbook 2024 edition (Cllr Norton Mahy).

100 Planning matters: to include new and existing applications *See summary in appendix B.*

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

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

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

100.1.1 3 Shire End Close NHC ref. 23/02885/FPH. Full Permission Householder: Insertion of front and rear dormer windows and rooflights to existing roof and replace existing timber cladding with composite cladding.

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

100.3 Land between Hunts Ridge and Ashwell House (the field known as Hunts Close between the Ruddy and Lucas Lane). NHC ref. 22/03094/FP. Erection of 14 dwellings including creation of access from Ashwell Street, footpath link to Lucas Lane, associated infrastructure, public open space and landscaping.

To note any further information, including the date of the Planning Committee meeting when NHC will be determining this application, and agree any action.

100.4 To note the Planning summary sheet updated with NHC decisions on applications. See *appendix B*.

101 Reports from Committees

101.1 HR Committee. To receive an oral report and agree any actions re the position of Clerk.

102 Reports from parish councillors on premises and other responsibilities

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

102.2 St Mary's Churchyard Grounds Maintenance. To note a liaison meeting with St Mary's representatives to be scheduled.

102.3 Recreation Ground including the playground, pavilion and public toilets. To receive an oral report from Cllr Graham Lee and agree any actions needed.

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

102.5 Street furniture.

102.5.1 Litter bin survey. To receive an oral report from Cllr Norton Mahy.

102.5.2 Seats. To receive an oral report from Cllrs Chris Button and Vinny Hall and agree any actions needed. To include an update on the seat in Angells Meadow to be sponsored by the WI.

102.6 War Memorial and Cemetery Chapel. To note the update of professional valuations still pending.

102.7 To receive any other premises/responsibilities reports.

103 Finance and Governance

103.1 Budget tracking and the monthly summary of accounts. To note the information up to 31 December 2023 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.

103.2 Grounds maintenance contracts. To note the correspondence with the current suppliers for, (i) pitch maintenance at the Recreation Ground, (ii) land owned or managed by the Parish Council. To agree prices and arrangements for 2024-25.

103.3 Budget setting and precept proposals for 2024-25.

To note (i) the discussion and outcomes from the Finance Committee meeting and subsequent updates to the draft budget, (ii) the tax base and CTRS (Council Tax Reduction Scheme) grant figures now received from NHC.

<https://www.ashwell.gov.uk/parish-council/meetings/finance-committee/>

103.3.1 Proposal for acceptance of the budget for 2024-25.

103.3.2 Proposal for acceptance of the Parish Precept for 2024-25.

103.4 Unreasonable Complaints Procedure. *See item 94.2 December Council 2023.*

To note the advice received, and a model document identified. Proposal that a model policy be tailored and be put to the February Council meeting for adoption.

Date of next meeting: Wednesday 07 February 2024, 7pm.

Issued by Jane Porter, Acting Clerk to Ashwell Parish Council, 11 January 2024