

Agenda

Ashwell Parish Council Meeting to be held on Wednesday 06 March 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/>

113 Apologies for absence

To receive and accept apologies for absence.

- 114 **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).

115 Minutes

- 115.1 Proposal to approve the draft minutes of the Parish Council meeting on 07 February 2024 as an accurate record of proceedings.

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

116 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.

- 116.1 To note any updates on various ongoing matters.

116.1.1 To note the Annual Parish Meeting to be held at Ashwell School on Wednesday 20th March at 7pm.

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

116.1.2 To note the further correspondence re the Outreach Post Office service hosted by St Mary's Church in the Parish Room and the publicity 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/>

116.2 To hear any new matters raised (*members of the public and councillors can raise any Parish related matters*)

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

116.3.1 To receive a report from County Councillor Steve Jarvis. To include any further information on the following; (i) Planters at the War Memorial junction, (ii) Ownership of the trees and hedge-line at Townsend Meadow on the boundary with Station Road. *See February council 107.4.*

116.3.2 To receive a report from District Councillor Tom Tyson. To include any further information on the following; (i) North of Baldock extension and communications with the master developer Urban & Civic <https://growingbaldock.co.uk/>, (ii) New footway at Townsend Meadow on the boundary with Station Road. *See February council 107.4.*

Standing Orders to be reinstated.

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

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

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

117.3 Planning Advisory (includes matters re affordable housing and section 106) (Cllrs Chris Button and Norton Mahy). To include; (i) Further information from NHC/the Rural Housing Enabler re the Housing Needs Survey www.north-herts.gov.uk/housing-need-north-herts, (ii) To report any update on the follow up to the section 106 claim re the Hunts Close application.

117.4 Trees and Hedges (Cllr David Sims).

117.5 Yearbook 2024 edition (Cllr Norton Mahy).

118 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/>

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

118.1.1 17 High Street. NHC ref. 24/00230/FPH. Full Permission Householder: Extension to existing single storey rear extension, erect first floor rear extension and alterations to fenestration to include reinstating first floor side window and insertion of ground floor side window.

- 118.2 Tree consultations (Conservation Area and TPO) received from NHC. To agree responses to any received.
- 118.2.1 Recreation Ground, Lucas Lane. NHC ref. 24/00269/TCA. Trees (Conservation Area): 2x Beech, Lime - Reduce by a max of 50% . Applicant: Ashwell Parish Council.
- 118.2.2 77 High Street. NHC ref. 24/00381/TCA Trees (Conservation Area): T1. Bay - Fell. T2. Mulberry - Thin crown by 15% and remove deadwood. T3. Holm Oak - Lift branches over the shed giving up to 1m clearance and remove epicormic touching the shed.
- 118.3 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 the response from the NHC Planning Officer.

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

- 118.4 To note the NHC refusal for the application Land Between Chain Cottage And 40, Gardiners Lane. NHC ref. 23/01984/FP. Erection of one 3-bed dwelling, with vehicular access and parking.
- 118.5 To note the Planning Summary as of 29 February 2024.
https://www.ashwell.gov.uk/downloads/planning/planning_summary_sheets/2024/planning_summary_up_to_29_feb_2024.pdf

119 Reports from Committees

- 119.1 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/>

120 Reports from parish councillors on premises and other responsibilities

- 120.1 The Springs. To receive an oral report from Cllr Martin Hoffman.
- 120.2 St Mary's Churchyard Grounds Maintenance. To note the liaison meeting with St Mary's representatives and receive an oral report from Cllr Martin Hoffman.
- 120.3 Recreation Ground including the playground, pavilion and public toilets. To receive an oral report from Cllr Graham Lee and agree any actions needed. To note the consultation on 'Renovation or replacement'. <https://www.ashwell.gov.uk/news2/the-pavilion--renova/>
- 120.4 Small Gains (Accies sports pitch and allotments). To receive an oral report from Cllr David Sims.
- 120.5 War Memorial. To note the proposed tree work and the site meeting with representatives of the British Legion re this and the proposed planters. To note the tender requests issued for cleaning, minor repairs to the steps, and the insurance valuation.
- 120.6 Cemetery Chapel. To note the tender requests issued for the insurance valuation.
- 120.7 Street furniture.
- 120.7.1 Litter bin review. To note the consultation and receive an oral report from Cllr Norton Mahy. <https://www.ashwell.gov.uk/news2/consultation-on-our/>

120.7.2 Seats. To note the planned replacement of the seat in Angells Meadow to be sponsored by the WI.

120.8 To receive any other premises/responsibilities reports.

121 Finance and Governance

121.1 Budget tracking and the monthly summary of accounts. To note the information up to 29 February 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.

To note the proposals for changes to the accounts sign off procedures from the beginning of the next financial year and the purchase of new accounting software to support this.

121.2 To consider a request that the hire cost of the Parish Room (£20.40) for the AGM of the Ashwell Community Land Trust be funded from the section 137 budget 'community support'.

<https://www.ashwell.gov.uk/ashwell/ashwell-community-land-trust-ltd-/>

121.3 Audit for the 2023-24 financial year.

121.3.1 Internal Audit/Review of the Effectiveness of Internal Audit (Practitioners' Guide March 2023, 1.15.1). To review the document, consider any amendments, and receive a proposal for acceptance. *See website*

https://www.ashwell.gov.uk/downloads/agendas_and_minutes/agendas/2024/120.3.1_review_of_effectiveness_of_internal_audit_march_council_2024.pdf

To note any other arrangements for the Internal Audit.

121.3.2 External Audit. To note that arrangements for this to be scheduled following receipt of instructions from the External Auditor.

Date of next meeting: Wednesday 03 April 2024, 7pm.

[Annual Parish Meeting: Wednesday 20 March, 7pm at the school.]

Issued by Jane Porter, Acting Clerk to Ashwell Parish Council, 29 February 2024