

Agenda

Ashwell Parish Council June Meeting to be held on Wednesday 05 June 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 or by clicking on this link. [PC Agendas and Minutes](#)

- 15 Minutes** Proposal to approve the draft minutes of the Parish Council meeting on 01 May 2024 as an accurate record of proceedings. [Minutes from 01 May 2024 Meeting](#).

- 16 Parish Issues and Public Participation** [Protocols for Public Participation in Council Meetings](#)

Standing Orders to be suspended.

- 16.1** To note the following ongoing consultations/surveys, responses to date and agree any actions.

- 16.1.1** 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. [Survey : Ashwell Outreach Post Office](#)

To note the further correspondence following the temporary closure forced due to post office equipment failure.

- 16.1.2** Consultation on improvements at the playground. [Playground improvement consultation](#)

- 16.1.3** Consultation on the pavilion and public toilets upgrade, 'Renovation or replacement?' See information to date: [Pavilion and Public Toilets at the Rec](#)

- 16.2** To note any police matters. To include, the changes to the police online Neighbourhood Watch scheme; OWL now Herts Connected. [Herts Connected](#)

16.3 To hear any new matters raised (*members of the public and councillors can raise any Parish related matters*). To include:

16.3.1 [Cereals24 Event](#) in Newnham.

16.3.2 Parishioner concerns re trees at the Ruddery.

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

16.4.1 To receive a report from County Councillor Steve Jarvis, to include parishioners concerns re speeding at the Ruddery, and parishioners concerns re speeding in Claybush Road.

16.4.2 To receive a report from District Councillor Tom Tyson.

Standing Orders to be reinstated.

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

17.1 Planning Advisory (includes matters re affordable housing and section 106) (Cllrs Chris Button and Norton Mahy). To note the current Affordable Housing Survey - deadline 31 May 2024. [Affordable Housing Survey](#)

17.2 Access to Ashwell station (includes the cycle/footway route and car parking). (Cllr Graham Lee).

17.3 Trees and Hedges (Cllr David Sims).

17.4 Zero Carbon Ashwell (ZCA) group. (Cllrs Graham Lee & Ian Duffy).

17.5 Village Sports Day. To note this was held on Sunday 19th May 2024 at the Recreation Ground.

18 **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.* [NHC Planning website](#)

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

18.1.1 **19 Lucas Lane. NHC ref. 24/00816/FPH.** Full Permission Householder: Two storey side single storey front and single storey rear extension and alterations to existing fenestration following demolition of existing detached side garage and garden store. Alterations to existing vehicular access following partial demolition of existing boundary wall.

18.1.2 **17 Lucas Lane. NHC ref. 24/00815/FPH.** Full Permission Householder: Single storey rear extension, replace existing front garage door with an entrance door and windows to facilitate conversion of garage into habitable accommodation and alternations to existing fenestration. Widen existing vehicular access following partial demolition of existing boundary wall.

18.1.3 **1 Gardiners Lane. NHC ref. 24/00452/LBC.** Listed Building Consent : To replace the windows at the rear of the building (2 in kitchen, ground floor. 1 in bathroom, 1st floor above arch) with 4:6:4 slimlite glazing with wooden frames made to match existing windows.

18.1.4 **28 Hodwell.** NHC ref. 24/01072/FPH. Full Permission Householder: Partially replace existing picket boundary fence and associated gates and erect side fence and gate.

18.2 **Slip End Farm, Royston Road, Slip End. NHC ref. 24/00754/FP.** Full Planning Permission : *Erection of two 3-bed, three 4-bed and two 5-bed dwellings with associated hard and soft landscaping, parking, garaging and private gardens following the demolition of existing agricultural barns.* To note further correspondence, (see May Council Minutes 11.1.2)

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

18.3.1 **105 High Street.** NHC ref. 24/01111/TCA. Trees (Conservation Area): T1 Mature Yew - Crown Trim by 0.5m & crown lift to 2.5m.

18.3.2 **Ventnor House, 36 High Street.** NHC ref. 24/01110/TCA. Trees (Conservation Area): T1 Mature Bay - Crown Reduction of 2.5m. T2 Ornamental Cherry - Crown Reduce by 1m to suitable growth points.

18.3.3 **65 Back Street.** NHC ref. 24/01109/TCA. Trees (Conservation Area): T1 Ornamental Cherry - 1m crown reduction. T2 Pear - Crown lift up to 2.5m. T3 Gingko - Crown lift to 2.5m & selectivity prune crossing branches. T4 Amelanchier - Reduce crown by 1m

18.4 Tree consultations (Conservation Area and TPO) received from NHC; to note the responses already made to the NHC Planning Officer in order to meet their deadlines.

18.4.1 **32 Ashwell Street. NHC ref: 24/01021/TC.** Trees (Conservation Area) : T1 Birch - Reduce height by 1.5 to 2m shape and balance cutting to viable growth. T2 Birch - Fell to ground level and eco plug. T3 Birch x3 Stems - Reduce height by 2m, bring in the stem leaning over the driveway.

18.5 To note from NHC. "A provisional Tree Preservation Order was placed on a group of trees comprising a mix of Ash, Hawthorn, Maple, Holly, Yew, Wild Cherry, Silver Birch, Lime, Norway Maple, Sycamore, Blackthorn, Horse Chestnut and Walnut trees at Land and adjoining Claybush Hill Meadow, Ashwell, SG7 5RA, on 23 May 2024." (See March Council Minutes 118.3)

18.6 To note the Planning Summary as of 28 May 2024. [Planning Summary Spreadsheet](#)

19 Reports from Committees

19.1 HR Committee. To receive an oral report and agree any actions.

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

20.1 The Springs. Report from Cllr Martin Hoffman.

20.2 St Mary's Churchyard Grounds Maintenance. Report from Cllr Hoffman.

20.3 Recreation Ground including the playground, pavilion and public toilets. Report from Cllr Graham Lee. To include the previously published consultations on the playground and the pavilion and further consultation and actions re the pavilion and public toilets.

20.4 Small Gains (Accies pitch and allotments). Report from Cllr David Sims.

- 20.5 War Memorial. To note any updates re the Highways issues, quotes from suppliers re cleaning, minor works to the steps and insurance valuation update.
- 20.6 Cemetery. To note any updates.
- 20.7 Street furniture.
 - 20.7.1 Litter bin review. Report from Cllr Norton Mahy. To include the ongoing consultation and communications with NHC.
 - 20.7.2 Seats. To note any updates.

21 Finance and Governance

- 21.1 Budget tracking and the monthly summary of accounts. To note the information up to 31st May 2024 to be 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.
- 21.2 Annual Audit for the 2023-24 financial year. To note the following:
 - (i) The documents supplied to the Internal Auditor.
 - (ii) Arrangements and dates for the exercise of public rights.
 - (iii) Arrangements and dates for the submission to the External Auditor.
 - 21.2.1 Proposal to approve Section 1/Annual Governance Statement.
 - 21.2.2 Proposal to approve Section 2/Accounting Statements and to note the basic documents to accompany the Annual Return to the External Auditor (Bank Reconciliation, Explanation of significant variances, Notice of the period of public rights).

22 Date of next meeting: Wednesday 3rd July 2024, 7pm.

Issued by Jane Porter, Acting Clerk to Ashwell Parish Council, 30 May 2024