

Agenda

Ashwell Parish Council Meeting to be held in the Parish Room on Wednesday 3rd December 2025, at 7.00pm

To Councillors: Graham Lee (Chair), Norton Mahy (Vice Chair), Chris Button, Ian Duffy, Martin Hoffman, Joan Yates, 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, a copy of the recording will be available from the Clerk upon request. Please sign up on the website (www.ashwell.gov.uk) to be sent login details and to receive regular communications on village matters.

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](#)

- 91 **Apologies for absence.** To receive and accept apologies for absence.
- 92 **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 involved the Chair, the meeting to agree an alternative individual to take the Chair for that item(s). GL long term interest in ZCA and CLT, no decision to be taken on either matters if there were GL would leave the room.
- 93 **Parish Issues and Public Participation** [Protocols for Public Participation in Council Meetings](#)
- 94 **Minutes Proposal.** To approve the draft minutes of the Parish Council meeting as an accurate record of proceedings. Draft Minutes from [5th November 2025 Meeting](#).

Standing Orders to be suspended

- 94.1 To hear any new matters raised (members of the public and councillors can raise any Parish related matters).
- 94.2 To receive reports from representatives from outside bodies, local authorities and agencies.
 - 94.2.1 To receive a report from County Councillor Steve Jarvis.
 - 94.2.2 To receive a report from District Councillor Tom Tyson.

Standing Orders to be reinstated

- 95 **Zoom Recordings** – to note and discuss regular connection problems.
- 96 **Reports from Working Groups.** To receive oral updates from relevant leaders/members and agree any actions that require Parish Council input/approval.

- 96.1 Planning Advisory Working Group - To note, any further information regarding S106. To note [correspondence between APC and NHC Planning](#).
- 96.2 Access to Ashwell station includes the cycle/footway route and car parking. To note any update to [communications between APC and MP Chris Hinchliffe \(Cllr Lee\)](#)
- 96.3 To receive update - Zero Carbon Ashwell (ZCA) Group. (Cllrs Lee & Duffy).
- 97 **Trees and Hedges (Cllr Sims) – To note any updates**
- 98 **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.
- 99 **Current Applications:** any updates:
- 99.1 24/01444/FP: Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings (including affordable housing), (Hunts Close).
- 99.2 25/02571/OP Growing Baldock – To note meeting with Planning Consultant and [draft response to Urban & Civic](#)
- 99.3 25/02547/FP : Residential development of 36 no. dwellings including creation of vehicular access off Station Road. [To note and agree draft response](#)
- 100 [Planning Summary](#)
- 101 **Footpath at Townsend Meadow** - To note any updates from [letter to North Herts Council](#).
- 102 **Tree consultations (Conservation Area and TPO) received from NHC.** To agree responses to any received.
- 102.1 **25/02849/TCA** : T1. Large Cypress, fell to ground : Land adjacent To Bus Shelter At Junction Of Green Lane.
- 103 [Tree Planning Summary](#)
- 104 **Reports from Committees**
- 104.1 HR Committee. To receive an oral reports and agree any actions. To note uniform on order for Clerk and Deputy Clerk (sweatshirts and polo shirts).
- 105 **Reports from parish councillors on premises and other responsibilities. To receive oral reports and agree any actions needed.**
- 105.1 The Springs Report from Cllr Hoffman.
- 105.2 St Mary's Churchyard Grounds Maintenance. Report from Cllr Hoffman.
- 105.3 Recreation Ground including the playground, pavilion and public toilets. To receive any updates from [Pavilion Working Party](#).
- 105.4 Small Gains and Track – To note any updates from Cllr Sims.
- 105.5 Cemetery – To note any updates from Cllr Mahy.
- 105.6 Street furniture - To note any updates Cllr Mahy
- 105.7 Ashwell Village Trust – To note Trustee position.

106 Finance and Governance

- 106.1 Budget tracking and the monthly summary of accounts and bank reconciliation.** To note the information up to month end 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. To note any variances of actual expenditure compared to budget.
- 106.2 Budget 2025/26 Update** – To note any updates.
- 106.2.1 Sycamore Trees at The Springs** - To note and approve fell to the ground of nine multi-stem sycamores and eco plug. To fell and eco plug all self-set Sycamores adjacent to the steps on the bank in front of the Springs, [click here for quotes](#)
- 106.2.2** To receive an oral update on proposed licence agreement.
- 106.3 Annual Audit 2023/24 & 2024/25** – To note any updates.
- 106.3.1** Annual Audit for the 2023/24 financial year.
- 106.3.2** Audit for the 2024/25 financial year – Internal Auditor has authorised the 2024-25 audit and all documents have been sent to the External Auditor.

Date of next meeting : 7th January 2026 at 7pm in the Parish Room. (The Parish Council Office will be closed from 22nd – 30th December 2025, the Clerk will be working and contactable by email clerk@ashwell.gov.uk).