

## Agenda

### Ashwell Parish Council Meeting, to be held in the Parish Room on Wednesday 5<sup>th</sup> February 2025, at 7.00pm

**To Councillors:** Graham Lee (Chair), Norton Mahy (Vice Chair), Chris Button, Ian Duffy, Vinny Hall, 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](http://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](#)

- 11 **Apologies for absence To receive and accept apologies for absence.**
- 12 **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).
- 13 **Minutes Proposal** to approve the draft minutes of the Parish Council meeting on 4<sup>th</sup> December 2024 as an accurate record of proceedings. [Draft Minutes from 8<sup>th</sup> January 2025 Meeting](#)
- 14 **Parish Issues and Public Participation** [Protocols for Public Participation in Council Meetings](#)
  - 14.1 To hear any new matters raised (members of the public and councillors can raise any Parish related matters).
    - 14.1.1 To note any update on Ashwell Academical Youth Football Club (ACCIES) in an effort to keep more playing matches and training in the Village. [Appendix A](#) & [Appendix B](#)
    - 14.1.2 To note update regarding [Station Road](#) development. [Correspondence from NHC](#)
    - 14.1.3 To note Highways meeting safety/traffic problems, to determine locations for painted [Double yellow lines](#).
    - 14.1.4 To receive note of [Speeding in Lucas Lane](#)
    - 14.1.5 To note [HCC website](#) to register an interest to add [EV Chargers](#).
    - 14.1.6 To receive note of [water issue at Small Gains Allotments](#)

- 14.1.7 To note [Village Football Fun Event](#) to celebrate the 25<sup>th</sup> anniversary season of the Accies 13<sup>th</sup> & 14<sup>th</sup> June 2025
- 14.1.8 To note correspondence from [Senuna Explorer](#) Scout Leader
- 14.1.9 To note [Freedom of Information request](#) to the Parish Council and [decision notice](#) dated 10<sup>th</sup> September 2024 of ICO in relation to previous request.
- 14.1.10 To receive update from [Shared Waste Services](#)
- 14.2 To receive reports from representatives from outside bodies, local authorities and agencies.
  - 14.2.1 To receive a report from County Councillor Steve Jarvis.
  - 14.2.2 To receive a report from District Councillor Tom Tyson.
- 15 **Reports from Working Groups.** To receive oral updates from relevant leaders/members and agree any actions that require Parish Council input/approval.
  - 15.1 **Planning Advisory Working Group** - To note, any further information regarding S106 and to note [correspondence received from CDA Herts](#) of the [Affordable Housing Survey](#).
  - 15.2 **Access to Ashwell station** includes the cycle/footway route and car parking. (Cllr Lee).
  - 15.3 **Trees and Hedges** (responsibilities to be discussed).
  - 15.4 To receive [Bids](#) from an [Invitation to Tender](#). **Zero Carton Ashwell (ZCA) Group.** (Cllrs Lee & Duffy).
- 16 **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.
  - 16.1 **New consultations received from NHC.** To note any correspondence and agree responses.
    - 16.1.1 25/00019/FPH : 12 Silver Street, Ashwell, Hertfordshire, SG7 5QJ : Single storey rear extension including attached storage area following demolition of existing outbuilding.
    - 16.1.2 24/00862/S73 : Ashridge Farm Cottage, 7 Ashwell Street, Ashwell : Variation of condition 2 (revised plans) of planning permission granted 05.06.2024 for Two-storey front, single storey side/rear and first floor side extensions, enclosure of existing carport to form a garage and partial conversion of existing garage to habitable accommodation. Alterations to external wall finishes (as amended by plan received 3rd June 2024).
  - 16.2 Current Applications awaiting NHC Decision:
    - 16.2.1 To note any updates to 24/01444/FP: Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings (including affordable housing), (Hunts Close).
  - 16.3 To note any updates to [Appeal Consultation 22/03094/FP](#): Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings including creation of access from Ashwell Street, footpath link to Lucas Lane, associated infrastructure, public open space and landscaping – To agree a response to the appeal consultation. See [Appeal letter to Inspector](#) and [Appendix B.](#) (Hunts Close).
  - 16.4 To note decision on [Kirby Manor Farm](#)

To note the [Planning Summary](#) as of 30<sup>th</sup> January 2025.

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

17.1 To note the [Tree Planning Summary](#) as of 30<sup>th</sup> January 2025.

**18 Reports from Committees**

18.1 HR Committee. To receive an oral reports and agree any actions.

18.1.1 To note use of Clerk's time, potential impact on budget.

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

19.1 **The Springs** Report from Cllr Hoffman.

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

19.3 **Recreation Ground including the playground, pavilion and public toilets.**

To consider next steps (including formation of a working party). See [2024 Pavilion Consultation working documents](#) for discussion. To receive update to [working party applications](#).

19.4 **Small Gains and Track** (Accies pitch and allotments).

19.5 **Cemetery** – To note a report from Cllr Mahy.

19.6 **Street furniture** - To note any updates

**20 Finance and Governance**

20.1 **Budget tracking** and the monthly summary of accounts. 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.

20.2 **Monthly bank reconciliations** – To approve monthly bank reconciliation

20.3 **Budget 2025/26 Update** – To note. [Overspend of 2024/25 budget](#) on administration and war memorial budget to propose funding of supplementary estimate from general reserves

20.3.1 To note any updates on [Fees for Club use of Rec & Pavilion](#)

20.3.2 To note any updates on [Allocation of costs for upkeep of Small Gains Lane](#)

20.4 **Annual Audit** for the 2023-24 financial year. To note the Interim review received from the External Auditor, but a final report is pending their review of [correspondence from a Parishioner](#). To consider the parish council's response and costs which would subsequently be charged to the Parish Council.

20.5 **Bank Signatories** - To note any updates to change to reflect new Clerk.

20.6 **Next APC Meeting** - To note date of next APC meeting and Parish Meeting 2025

- Wednesday 5<sup>th</sup> March 2025 at 7pm
- Advance notice of the Parish Meeting in the School Hall at 7pm on Wednesday 19<sup>th</sup> March 2025.