

## Agenda

### Ashwell Parish Council Meeting to be held in the Parish Room on Wednesday 3<sup>rd</sup> September 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](#)

44 **Apologies for absence.** To receive and accept apologies for absence.

45 **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.

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

47 **Minutes Proposal.** To approve the draft minutes of the Parish Council meeting as an accurate record of proceedings. [Draft Minutes from 6<sup>th</sup> August 2025 Meeting](#)

#### ***Standing Orders to be suspended***

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

47.1.1 To receive update to Small Gains Allotments.

47.1.2 To receive update on [street lamp condition project](#) from Parish Councillors. Ongoing project to be fed back to Highways in time for the next meeting scheduled for 30<sup>th</sup> September 2025.

47.1.3 To note request from [Christy's Kitchens local resident](#).

47.1.4 To note and approve suggested [press release response](#) to Urban & Civic.

47.1.5 To note [parishioner correspondence](#) regarding rats at the Springs.

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

47.2.1 To receive a report from County Councillor Steve Jarvis.

47.2.2 To receive a report from District Councillor Tom Tyson.

### ***Standing Orders to be reinstated***

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

48.1 Planning Advisory Working Group - To note, any further information regarding S106. Item deferred from August meeting – transfer of ownership of open space offered by developer at the Hunts Ridge development, deadline dates and maintenance responsibilities to be addressed.

48.2 Access to Ashwell station includes the cycle/footway route and car parking. To note any update to [communications between APC and MP Chris Hinchliffe \(Cllr Lee\)](#)

48.3 To receive update - Zero Carbon Ashwell (ZCA) Group. (Cllrs Lee & Duffy).

49 **Trees and Hedges (Cllr Sims) – To note any updates**

50 **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.

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

51.1 **25/01929/FP** : Erection of detached dwelling and detached garage : Land east of 2 Scarp Close, Ashwell, SG7 5FP.

51.2 **25/02075/FPH** : Single storey rear extension following demolition of existing rear conservatory. Bay window extension to lounge with extended porch canopy over front door and alterations to existing detached garage to facilitate partial conversion to create guest accommodation. Installation of flue following removal chimney stacks and external cladding (revision of previously approved planning permission 25/01171/FPH granted 06.08.2025) : 15 Swan Street, Ashwell.

52 **Current Applications:** any updates to 24/01444/FP: Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings (including affordable housing), (Hunts Close). To note any updates.

53 **Footpath at Townsend Meadow** - To note any updates from [letter to North Herts Council](#).

54 **Planning Summary** – to note updates.

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

55.1 25/01977/TCA : 42 Back Street, Ashwell : Yew tree fell to ground.

55.2 25/02122/TCA : 50 Gardiners Lane : Willow tree fell to ground.

55.3 25/02151/TCA : 105 High Street : Nordmann Fir, remove to ground level.

55.4 To note the [Tree Planning Summary](#)

## 56 Reports from Committees

- 56.1 HR Committee. To receive an oral reports and agree any actions, and propose that Cllr Yates joins the HR Committee.

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

- 57.1 The Springs Report from Cllr Hoffman - To discuss replacement of current permanent sign and replace with [new larger signs](#) to allow more information to be displayed.
- 57.2 St Mary's Churchyard Grounds Maintenance. Report from Cllr Hoffman.
- 57.3 Recreation Ground including the playground, pavilion and public toilets. To receive any updates from [Pavilion Working Party](#).
- To approve external aluminium sign to 'Keep Dogs on a Lead' at the rec [permanent external signs](#)
- 57.4 Small Gains and Track – To note any updates (Cllr Sims).
- 57.5 Cemetery – To note any updates from Cllr Mahy.
- 57.6 Street furniture - To note any updates Cllr Mahy

## 58 Finance and Governance

- 58.1 **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.
- 58.2 **Budget 2025/26 Update** – To note any updates.
- 58.2.1 To receive an oral update on proposed Fees for Club use of Rec & Pavilion
- 58.2.2 To note and approve [Insurance renewal](#) for 2025/26 due 1st October, cost **£4,549.85**  
See full [Insurance Schedule](#).
- 58.2.3 Annual Audit for the 2023/24 financial year.
- To note the [Objectors formal response made to the External Auditor..](#)
  - To propose for approval, Ashwell Parish Council's response to the External Auditor. [APC's Notes to Objectors formal response to auditor dated 13<sup>th</sup> August 2025 subject title: Agreeing the Basic Facts](#) and [APC's Formal Response to Objections 2, 3 & 4.](#)
- 58.2.4 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.

## 59 Date of next meeting : 1<sup>st</sup> October 2025 at 7pm in the Parish Room.