AshwellParishCouncil
Hertfordshire

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Agenda

Ashwell Parish Council Meeting to be held in the Parish Room on Wednesday 2nd December 2026, at 7.00pm

To Councillors: Graham Lee (Chair), Norton Mahy (Vice Chair), Chris Button, Ian Duffy, Joan Yates, Max Patterson, Anna Genda and Curtis Farringdon.

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. 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**

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

98 **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). Cllr Lee long term interest in ZCA and CLT, no decision to be taken on either matters if there were Cllr Lee would leave the room.

99 **Minutes Proposal.** To approve the draft minutes of the Parish Council meeting as an accurate record of proceedings. Draft Minutes from **4th November 2026**

100 **Parish Issues and Public Participation** **Protocols for Public Participation in Council Meetings**

Standing Orders to be suspended

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

101.1 **Councillor Task List** – To consider any changes needed to the tasks assigned to councillors, this is to be deferred to the December meeting.

101.2 **St Mary's Christmas Tree Event** – To note Parish Council tree at the event to be held on 5th & 6th December 2026.

101.3 **Textile Recycling Facility** – to consider request for Textile Recycling Container

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

101.4.1 To receive a report from HCC Leader, Cllr Steve Jarvis.

101.4.2 To receive a report from District Councillor, Tom Tyson.

Standing Orders to be reinstated

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

102.1 **Planning Advisory Working Group.** To note any updates.

102.2 **Access to Ashwell station** includes the cycle/footway route and car parking – To note any updates

102.3 **Zero Carbon Ashwell (ZCA) Group**. (Cllrs Lee & Duffy). To note any updates.

103 **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.

New Planning Applications:

103.1 **26/02507/LBC** : 68 High Street, Ashwell : External alterations including replacement front entrance door and ground-floor sash windows to front elevation, 3-light ground-floor casement window and boarded door to side elevation (facing road), first floor windows to side elevation (facing courtyard), patio doors and weatherboarding to rear elevation. Internal alterations including door entrances to master bedroom and master bedroom ensuite (all alterations already carried out).

103.2 **26/02646/FPH** : 1 High Street, Ashwell : Insertion of rear dormer extension and rooflight following removal of existing dormer to create additional habitable space at first floor level. Replacement fenestration throughout. Alterations to existing detached garage to include alterations to fenestration, insertion of rooflight, installation of solar panels and canopy following removal of existing garage door to facilitate conversion of garage into habitable accommodation. Installation of air source heat pump.

103.3 **26/02406/FP** : Land Rear of 22 High Street : Erection of self-build single storey detached dwelling to rear garden of 22 High Street with parking, bin store, soft and hard landscaping and pedestrian and vehicular access from Hodwell. Installation of air source heat pump.

103.4 **26/02805/S73** : 17 Hodwell : Section 73 Application : Amendment Condition 8 (Windows) of planning permission 26/01503/FPH granted on 16.10.2026 for Two storey side/rear extension following demolition of existing garage/workshop. Covered front porch and alterations to fenestration. Installation of vehicular and pedestrian gates, brick piers, brick boundary walls and timber fencing. Erection of detached shed, external rendering and cladding.

103.5 **26/02850/FPH :** 4 Townsend Meadow, Single story side extension. Installation of pool and hard landscaping works.

Existing Planning Applications:

103.6 **25/02571/OP:** Growing Baldock. To note planning amendments have been submitted.

103.7 **24/01444/FP:** Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings (including affordable housing), (Hunts Close).

103.8 **25/02547/FP:** Land To The South And East Of Senuna Park, Residential development of 36 no. dwellings including creation of vehicular access off Station Road, associated parking, drainage, amenity space and landscaping.

104 **Planning Summary** – To note

105 **Local Plan Timetable** - To note any updates. See **Planning Committee Draft Minutes**

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

106.1 **26/02921/TCA** : Ashwell Cemetery Holm Oak – Remove (and planting of new tree)

106.2 **26/03015/TCA** : T1: Plum - Fell to ground level. T5: Common Ash – Fell to ground level. T19: Common Ash - Pollard due to missing bark at the base and possible bacterial infection : Ashwell Springs, Springhead.

106.3 **26/02998/TCA:** T1: Silver Birch – Crown reduction back to old cuts approx. 1.5m to suitable growth points. G1 Group of Birch – Crown reduction of up to 1.5m to suitable growth points. 42 Silver Street.

107 **Tree Planning Summary** – To note

108 **Footpath at Townsend Meadow** - To note updates

109 **Reports from Committees**

109.1 **HR Committee**. Proposal to progress to stages 4.5 and 4.6 of the **Unreasonable Complaints Policy (UCP)** and to consider imposing restrictions following the HR Committee Meeting, (**see item 5 of HR Committee Meeting agenda** – *(Confidential HR Minutes have been issued to all members of the HR Committee only)*

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

110.1 **The Springs.**

110.1.1 To note correspondence received regarding the Springs Management Plan

Natural England and **Environment Agency** responses

110.2 **St Mary's Churchyard** Grounds Maintenance. To note any updates.

110.3 **Recreation Ground including the Playground**, pavilion and public toilets. To receive any updates from Pavilion Working Group.

110.4 **Small Gains and Track** – To note any updates.

110.5 **Cemetery** – To note any updates from Cllr Mahy.

111 **Finance and Governance**

111.1 **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.

111.2 To receive a verbal update on proposed licence agreement for the ACCIES.

111.3 To consider whether APC should fund the cost *(£12.50 to be funded from the s137 budget)* for Parish Room hire for the Ashwell Village Trust meeting held on 19th October, or whether reimbursement should be requested from AVT.

111.4 **Pavilion Toilets – Review of Current Cleaning Arrangements -** To discuss the ongoing uncertainty surrounding the current cleaning arrangements.

111.5 **Pavilion Toilets – Future Cleaning Arrangements -** To discuss potential options for the future **provision of cleaning services**.

111.6 **Annual Audit 2023/24 –** to note **correspondence** received from SBA on behalf of PKF Littlejohn and APC's request to them.

111.7 **Annual Audit 2024/25** – to note any update

111.8 **Annual Audit 2025/26** – to note any update

111.9 **Personal Data Breach –** to note the accidental disclosure of an electronically redacted agenda paper for a period of approximately 6 hours on 28th October 2026 that could be unredacted by someone who knew how to un-redact the document electronically. The redaction details consisted of the name and email address of the correspondent. There has been no evidence that any 3rd party other than the redacted individual has carried out an un-redaction. A physically redacted version was published to correct the accidental error within the approximate 6 hrs period. A subsequent apology was issued from the Clerk's Office once the incident had been reported by the individual concerned.

Date of next Parish Council meeting: 6th January 2027 at 7pm in the Parish Room.