

**Minutes of the Ashwell Parish Council meeting
held on Wednesday 2nd October 2019 in the Parish Room**

Present: Cllrs Mark White (Chairman), Martin Hoffman (Vice-chairman), Gemma Allan, Norton Mahy, Graham Lee.

The Clerk (Jane Porter) was also in attendance.

Others present: Nine members of the public, County Councillor Steve Jarvis and District Councillor Tom Tyson.

66. Apologies for absence. David Sims (away).

67. Declarations of Interest. Cllr Graham Lee item 74.2 (resident of Ashwell Street). Cllr Martin Hoffman item 74.4 (neighbour).

68. Proposal to approve and sign the minutes of the previous meeting, 4th September 2019. It was *resolved* that these be approved and signed.

69. PARISH AFFAIRS, REPORTS FROM OTHER BODIES AND OPEN FORUM

Standing Orders suspended to allow members of the public to speak.

69.1 South Cambridgeshire/Ashwell and Morden Station/proposals by the local landowner (Mr Jeremy Fordham of Odsey Properties Ltd) for a car park, footways and housing development near the station; this to include an improved footway/cycleway with Ashwell. Cllr Martin Hoffman reported: (i) There had been no further updates received re the proposals. (ii) He had been approached by a local resident who wished to set up a meeting to discuss the matter with interested parties. He was of the view that, until there was further information in addition to what had already been circulated, there was nothing more to discuss.

He reiterated that the Parish Council had been trying to get improvements in accessing the station for at least 25 years and continued to be supportive, in principle, of the proposals. When the pre-application currently with South Cambs District Council had progressed, fuller information would be available to all and the matter discussed further.

69.2 Village hall/transfer to the Parish Council of the holding (or custodian) trusteeship. (*see February Council 2018, minute 98.1 for details*). No further updates.

69.3. Henry Colbron Trust/including the request by the trustees, the Merchant Taylors' Company, for proposals re the future use of land off Gardiners Lane currently leased to HCC/the school.

Cllr Gemma Allan reported: (i) The school was not intending to make any significant grant application to the trust this year. (ii) A group of local residents, of which she was a member, were preparing a proposal re the future use of the land off Gardiners Lane.

69.4 Luton Airport/HAPTC report following a presentation on proposed air traffic route changes. Proposals included a new holding pattern over Biggleswade and, '...an automated approach system that is just one fixed route that all aircraft take.' The Chairman noted that previous NATS proposals for changes to overfly routes would, if they had been implemented, have had a significant negative effect on the village. The working party that had previously led on this was no longer active and he appealed for a volunteer(s) to take on investigating this issue.

69.5 Local Football Facility Plan (LFFP) initiative. It was noted that the information received, and the invitation to attend a briefing at NHDC, had been forwarded to relevant Ashwell clubs and a representative from the Accies had agreed to attend.

69.6 Items raised by parish councillors.

69.6.1 PTA fireworks. The organisers had informed that this would take place at the Tennis Club again this year (Saturday 2nd November).

69.6.2 School. Cllr Gemma Allan reported on: (i) Parking. Local residents had complained to the school re parking on the double yellow lines and, particularly by the rear entrance, in potentially hazardous locations. It was noted that County Councillor Steve Jarvis had discussed parking issues, and potential ways in which

these could be addressed, with the school. (ii) Concerns re trees on the Bear Lane highways verge. County Councillor Steve Jarvis agreed to investigate this. (iii) School places. Parishioners present voiced their concerns that the school was full and questioned how children moving into the new houses at the Claybush Hill development would be accommodated. The view was expressed that potential buyers should be made aware of this.

69.6.3 Museum. Cllr Martin Hoffman reported that the fundraising to finance the renovation had been successful and the works continued to progress well.

69.7 Matters re other authorities and organisations.

69.7.1 North Herts District Council (NHDC). District Councillor Tom Tyson reported:

(i) He had investigated some issues with the collection of brown bins; any further problems should be reported to him. (ii) He was pleased that the renovation of the bus shelter in Station Road had been achieved so rapidly.

See also item 74 below re Planning matters.

69.7.2 Hertfordshire County Council (HCC)/Highways. County Councillor Steve Jarvis reported:

(i) Flooding. He had followed up on residents' concerns following another episode of heavy rainfall. Some of the gullies in Ashwell were on a contract to be inspected/emptied every six-months, others every twelve months. He had made enquiries as to whether this was being done and its effectiveness. If it was determined that the Highways gullies and drains were working as intended, other investigations would have to be made to address the problem. (ii) Parking at the school. Additional waiting restrictions adjacent to the rear entrance could be installed but funding for this would not be available until the next financial year. It was noted that the NHDC Enforcement Officer had attended at the beginning of the term; requests for regular visits should be made by the school. The school should also request regular attendance by the PCSO. (iii) Bus services. Liaison between Hertfordshire and Cambridgeshire County Councils had taken place and it was hoped that this would result in improved services, particularly to the station, for Ashwell and south Cambridgeshire villages. (iv) 20mph limit. The public consultation for this was ongoing and the Traffic Regulation Order (TRO) was to be issued. Implementation was scheduled towards the end of this financial year. (v) Timed parking spaces outside retail outlets. The site survey had been completed but no date for implementation had been confirmed yet.

See also item 70 below.

70. Items raised by parishioners. *See also 74.2 below re Planning /Claybush Hill.*

70.1 Bollards. A request was made that HCC Highways install reflectors on these; poor visibility in darkness had resulted in an accident.

70.2 Flooding. *See also 69.7.2 above.* Residents of West End reported further flooding of homes following recent heavy rainfall. They were requested to email photos; these would be forwarded to County Councillor Steve Jarvis.

71. Working Groups reports.

(Those currently active are listed. Members include volunteer parishioners as well as parish councillors. Offers to join or start new groups welcomed)

71.1 Neighbourhood Plan Group (leader Cllr Graham Lee, deputy Cllr Norton Mahy) Nothing further to report.

71.2 Yearbook Group (leader Cllr Norton Mahy) Cllr Norton Mahy reported that the 'kick-off' meeting for the next edition had been held. Roles had been assigned and deadlines agreed.

71.3 Local business support (leader Cllr Graham Lee) *See 69.7.2 above re timed parking spaces and 72.1 below re village map.*

71.4 Protection of valued trees (leader Cllr David Sims) *See 74.2 below re Planning /Claybush Hill.*

Standing orders reinstated from here.

72. Matters of report from previous meetings.

72.1 New village map. Cllr Graham Lee reported his concerns re the lack of communication from the identified supplier; if necessary an alternative might have to be found.

73. PREMISES MANAGEMENT REPORTS

Parish councillors reported on the following: (*responsibilities shown in brackets*)

73.1 Cemetery. The regular tree survey was to be scheduled.

73.2 Recreation Ground & Pavilion. (Responsible: Cllrs Mark White and Gemma Allan) Plans to replace the existing building would be discussed at the Joint Finance and Management Committee meeting. It was noted that the Peter Long memorial clock was not working properly; the Cricket Club would be reminded to investigate this.

73.3 Playground. (Responsible: Cllr Gemma Allan) Following consultations with users and parents, the preferred option was for the skateboard equipment to be replaced with a mini-MUGA covering the same area including a basket-ball net, football goal etc. The 'shopping list' of other equipment to form a trail had been discussed with a potential supplier and detailed proposals were ongoing.

73.4 Public Toilets. (Responsible: Cllr Gemma Allan) *See 73.2 above.*

73.5 The Springs. (Responsible: Cllr Martin Hoffman) The recent RoSPA report had raised only low risk matters; any minor works required would be scheduled. The area continued to be monitored for any evidence of Ash die-back.

73.6 Small Gains. Allotments, Accies sports field and shared car parking area.
(Responsible: Cllr David Sims) Nothing to report.

73.7 The Lock Up. (Responsible: Cllr Norton Mahy) The information plaque was no longer legible and was to be replaced.

73.8 Merchant Taylors' Green. (Responsible: Cllr Martin Hoffman) Nothing to report.

73.9 Carters' Pond. (Responsible: Cllr Martin Hoffman) Nothing to report.

73.10 Street furniture. Nothing to report.

73.11 St Mary's Churchyard grounds maintenance. (Responsible: Cllr Martin Hoffman) The tree survey commissioned every two years was to be scheduled.

73.12 Parish Clock. (Responsible: Cllr Mark White) Nothing to report.

73.13 War Memorial. A couple of the new hedging plants had not survived; these would be replaced.

73.14 Defibrillator in the old red phone box. Regular inspection, and reporting to the organising charity, was required; this would be scheduled.

See also 75.4 below re premises risk assessments.

74. PLANNING MATTERS

See appendix below with a summary of recent consultations and their status.

74.1 New application received from NHDC for consultation.

103 High Street. NHDC Case Ref. 19/02126/FPH

Full Permission Householder: Insertion of three front dormer windows, insertion of chimney to side elevation, single storey extension to side boiler room and ancillary works.

A proposal was made that a recommendation be made to the Planning Officer that permission be granted.

It was *resolved* that the proposal be accepted.

Action: Clerk/Deputy Clerk

74.2 Land rear of 4-14 Claybush Road. NHDC Case Ref. 16/01797/1.

It was noted that the NHDC Planning Control Committee had granted permission at their meeting on 19th September. Cllr Norton Mahy had spoken on behalf of the Parish Council and District Councillor Tom Tyson on behalf of local residents. Both were commended for the way in which they had conveyed objections to the application. It was noted that the members of the NHDC Planning Committee had expressed their concerns to the meeting as to whether the application provided safe pedestrian access suitable for all users. The NHDC Planning Officer and the representative of the applicant, Croudace Homes, had both cited the road safety audits that had been commissioned to address this matter and which had detailed the works required to satisfy the relevant Local Plan policy for the site. The NHDC Planning Officer had written in her report that the works outlined in the safety audit would be made the subject of a planning condition. Following further discussion, including additional concerns re sustainability, it had been proposed to add to the planning condition that pedestrian access be provided 'for all users'. Members of the NHDC Planning Committee subsequently voted, by 11 to 2 in favour, that permission be granted.

Standing Orders suspended to allow members of the public to speak.

Local residents expressed their continuing objections. Views were expressed including that the NHDC committee members had been 'misled' and the decision should be challenged. Also that policies of the Local Plan, particularly re sustainability, had been ignored. Concerns were again raised re who would be

responsible if an accident occurred and the legality of the applicant to carry out the required works to satisfy the condition on the pedestrian access.

Standing Orders reinstated.

Parish councillors agreed to ask District Councillor Tom Tyson to request that he be included in communications between the applicant and the NHDC Planning Officer re the condition for provision of pedestrian access.

District Councillor Tom Tyson was thanked for all his efforts and support.

The Chairman proposed that a request be made to NHDC for a Tree Preservation Order (TPO) to cover the whole site. It was noted that a precedent for this was the TPO that covered the whole of Woodforde Close. The NHDC Planning Officer had, in her report, emphasized the importance of the trees on the site particularly in relation to the setting of Arbury Banks, a scheduled ancient monument.

It was resolved that this be progressed.

Action: Clerk/Deputy Clerk/DRS

74.3 Land at the junction of Ashwell Street and Station Rd. NHDC Case Ref. 19/00455/FP.

It was noted that the permission granted by the NHDC Planning Control Committee included a condition re the provision of a new footway. County Councillor Steve Jarvis was thanked for his input in achieving this.

74.4 Highways verge concerns at (i) Former Cooke Engineering site and (ii) 1 Newnham Way.

(i) It was noted that a new resident of the Cooke Engineering site (to be called Chalk Bank Close) had requested permission to address the poor state/weed issue on the Highways verge opposite by planting some native hedging. It was agreed that a request be made through the Rights of Way officer at HCC for one of their volunteer working parties to assist in this so that the whole area could be improved.

Action: Clerk

(ii) No further information re the concerns re the Highways verge adjacent to 1 Newnham Way.

74.5 Land between Lucas Lane and Ashwell Street (Hunts Close). Pre-application.

(see September Council 2019, minute 55.1 for details).

The following were noted: (i) The research undertaken by Cllr David Sims on the WW2 air crash. (ii) The email from Parishioners David Short and Madeleine Legg.

The Chairman reported that the developer had provided information on their public exhibition that was to be held on 16th October in the Parish Room. They had delivered leaflets re this to parts of the village and posters were displayed on notice boards. The Clerk had forwarded the information to residents signed up to the Parish Council's website.

It was agreed to ask District Councillor Tom Tyson to engage on the Parish Council's behalf with the NHDC Planning Officer and to ensure that the policies and survey findings of the Neighbourhood Plan were communicated.

Action: Clerk

74.6 80 Ashwell Street. The Chairman reported that there had been further communications following the Parish Council's objections to part of the plans. It had been reiterated that the rear extension, particularly in view of the steep slope, would adversely impact on the neighbour and that by stepping it down this could be mitigated. It was agreed to ask District Councillor Tom Tyson to liaise again with the NHDC Planning Officer re this.

Action: Clerk

75. FINANCE AND GOVERNANCE MATTERS

75.1 Monthly summary of accounts. Proposal for approval *(see appendix below)*.

It was *resolved* that this be approved.

75.2 Budget for 2020-21. The meeting scheduled for Wednesday 9th October was noted.

75.3 Insurance. The schedule renewal from 1st October was noted.

75.4 Premises risk assessments for the Playground and the Springs. It was noted that there were no matters identified requiring any urgent attention; some minor items were to be scheduled.

75.5 GDPR and documents from the Information Commissioner. The following were noted: (i) The document 'Fact sheet for councils: the use of personal email addresses and devices' had been forwarded to parish councillors. (ii) The annual review of GDPR and FOI policies was scheduled for March.

75.6 Grants and funding. It was noted that information on the following had been received:

(i) The Parish Paths Partnership (P3). (ii) The Police and Crime Commissioner's Road Safety Fund. It was agreed that a bid for an additional Speed Indicator Device (SID) be made for Station Road adjacent to Shire End Close/Sunnymead.

Action: Clerk/Deputy Clerk

75.7 Recreation Ground charity/Allotment for Exercise and Recreation. The bank's requirement for a transaction on the charity's account to prevent it going dormant was noted. It was proposed that a grant of £10 be made from Parish Council funds.

It was *resolved* that this be accepted.

Action: Clerk/Deputy Clerk

Meeting closed 9.45pm

Forthcoming meeting dates:

November Council meeting, Wednesday 6th November 2019, 8pm in the Parish Room.

Appendix: Summary of recent planning consultations as of 7th October 2019.

Details of applications are sent from North Herts District Council (NHDC) to the Parish Council as a consultee. These are available on www.north-herts.gov.uk. If any concerns are raised either by a parishioner or a parish councillor on an application, an on-site meeting of the Parish Council's Planning Committee may be convened to consider those items. See the notice board, website or contact the office for the agenda. A summary is available on the website (www.ashwell.gov.uk) Full details of applications are available on the NHDC website.

Address	Application Number	Brief description	Ashwell PC Comments	North Herts Decision
103 High Street	19/02126/FPH	insertion of 3 x front dormer windows, chimney to side, single storey extension to boiler room	PC Decision sent to NHDC: recommendation that permission be GRANTED	Pending
Land adjacent 2 Ashwell Street	19/01809/FP	Erection of a detached 3 bedroom dwelling, detached single garage, new vehicular access onto Ashwell Street, and ancillary works.	Planning Committee Wed 4th Sept PC Decision sent to NHDC: recommendation that permission be GRANTED with a condition that the hedges to the front are kept to maintain privacy	Pending
10 High Street	19/01489/FPH	First floor rear extension and ancillary works.	Planning Committee Wed 3rd July PC Decision sent to NHDC: recommendation that permission be GRANTED	Permission Granted 17/09/19
80 Ashwell Street	19/01379/FPH	Two storey side extension, single storey rear extension, demolition of existing garage and front porch extension, with ancillary works.	Planning Committee Wed 3rd July PC Decision sent to NHDC: recommendation that permission be REFUSED	Called in, to a committee meeting by Dist Cllr Tom Tyson
Land rear 1-11 Back Street	19/01515/FP	Erection of two 3-bed detached bungalows with associated gardens and parking (as variation of permission approved under ref 15/00962/1)	Planning Committee Wed 3rd July PC Decision sent to NHDC: recommendation that variations be approved	Pending
Land Jct of Ashwell St & Station Rd	19/00455/FP	Amendments to previous application -see below	Previous objections to NHDC were reiterated. See minutes July Council meeting.	Permission Granted with Conditions at committee on 19/9/19
Land Jct of Ashwell St & Station Rd	19/00455/FP	Erection of 9 (6 No. Three Bedroom, 3 No. Four bedroom) dwellings with associated parking, amenity space and associated ancillary works, following demolition of existing redundant structures. Creation of new access from Station Road.	Planning Committee Wed 3rd April. PC Decision sent to NHDC: recommendation that permission be REFUSED	
Land rear of 4-14 Claybush Road	16/01797/1	30 proposed dwellings with associated access, parking, amenity & open space.	PC Decision sent to NHDC: recommendation that permission be REFUSED	Permission Granted with Conditions at committee on 19/9/19

Appendix: Monthly accounts summary

	RECEIPTS		£
	Nevilles Funeral Services	Rent for Chapel of Rest (September)	68.75
	E H Crouch	CW 19.14 Memorial Plaque payment	135.00
	Woodman&Son (Dignity Funerals)	CW 19.20 Memorial Plaque Payment	135.00
	NHDC	Half of the yearly precept	39500.00
	Ashwell Jewellery	Advert fee payment for 2019 yearbook advert	125.00
	Santander Reserve account	Interest 01/09/2019	6.13
		TOTAL	39,969.88
	PAYMENTS		
112	EON	Electricity for Pavilion (10/9/2019)	30.61
113	EON	Electricity for Toilets (5/9/2019)	8.62
114	Affinity Water	Water for Cemetery (29/7/19)	16.62
115	Affinity Water	Water for Allotments (25/7/19)	28.49
116	Clerk	Clerk's salary	1,300.82
117	Deputy Clerk	Deputy Clerk's Salary	793.93
118	HCC Pensions-LGPS Account,	Clerk & Deputy Clerk Pension	723.78
119	Grounds Officer	Grounds Officer salary	149.20
120	ECO	Environmental Cleansing Officer salary	249.60
121	HMRC accounts ref 321PF00003624	tax&NI to Inland Revenue	427.93
122	Edwards Cleaning & Maintenance	Public Toilet Cleaning August	234.00
123	Edwards Cleaning & Maintenance	Public Toilet Cleaning September	188.00
124	D J Granger grounds Maintenance Ltd	Grounds Maintenance Worksheet 61	675.60
125	D J Granger grounds Maintenance Ltd	Grounds Maintenance Worksheet 60	546.00
126	D J Granger grounds Maintenance Ltd	Grounds Maintenance Worksheet 59	704.40
127	D J Granger grounds Maintenance Ltd	Grounds Maintenance MISSED From SHEET 59	33.60
128	Herts Computer Services	IT Help	80.00
129	Wave	Rec Ground Sewage charge 18/1/19-15/8/19	217.82
130	CPM Playgrounds	Maintenance Work and new gate	2,550.00
131	Brilliant Lawns	Rec Grass Cutting - 21/8/19 & 30/8/19 inv 6614	330.00
132	Duo Design	Website Hosting 01/09/2018 inv 8843	30.00
133	Collings Electrical	replacement on lights on pavilion roof	220.70
134	Came & Company	Insurance renewal	3,141.65
135	The Play Inspection Company	Annual Springs/playground inspection	156.00
		TOTAL	12,837.37
	MONEY AT BANK		
		Current Account 30/09/2019	£49,426.08
		Reserve Account 30/09/2019	£20,639.44