

# THUNDRIDGE PARISH COUNCIL

Parish Clerk: Colin Marks, 17 Park Lane, Puckeridge SG11 1RL  
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To: Cllrs Steve Bosson, Deryck Dipper, Brita-May Hawes, Lynn Palmer, Kim Saban, Natasha Smyth, Martin Spackman,

You are summoned to attend this meeting to transact the following business:

## Ordinary Parish Council Meeting

Tuesday 24<sup>th</sup> October at 7.30pm in The Norman Wodson Pavilion

*Public and press are welcome to attend, subject to prevailing Covid regulations. Representations on issues of concern will be taken into account where they fall within the Parish Council's jurisdiction or forwarded to the appropriate agency. Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, public and press may be excluded for the discussion of confidential business. Please note that public participation is NOT permitted except during the time designated for public comments.*

**Yvonne Merritt**

Signed: Yvonne Merritt, Temporary Clerk to Thundridge Parish Council

Date: 17<sup>th</sup> October 2023

## AGENDA

**23.152 To receive and approve apologies for absence.**

**23.153 Declarations of Interest and dispensations**

1. To receive declarations of interest on agenda items (including non-pecuniary).
2. To receive members' written requests for dispensations for declarable pecuniary interests (if any); and
3. To consider any such requests for dispensations as appropriate.

**23.154 1. To approve Draft Minutes of 26<sup>th</sup> September 2023 Ordinary Parish Council Meeting**

Enc

**Public forum** -To consider suspending the meeting for public comments. Limited to a total of 15 minutes. One question/statement only of no more than 3 minutes maximum per person.

**To receive presentations from invitees**

- Ware Charities – Bruce Spearman
- Gigaclear Fibre Network – Andrew Lipski
- Proposed Development Sutes Farm High Cross – Richard Martin

**23.155 Village Life:** To note deadlines and assign contributors to write an article for November Village Life Magazine

**23.156 To receive Police report and other police matters.**

Enc.

**23.157 Planning**

**1. New applications**

		<b>Comment by</b>
<b>3/23/1450/PL</b>	<b>Ermine Café &amp; Stores</b> – Premises licence change of licensing hours to be 9 - 8pm, an additional 12 late closes a year - until midnight with a view to offering themed nights such as cheese and wine evenings, which will be in keeping with village life.	
<b>3/23/1888</b>	Quietways, 66 Cowards Lane, Thundridge Hill – Change of use of land from agricultural to residential	7 <sup>th</sup> November 2023

**2. Applications received too late for the agenda and other planning matters**

1. To consider any late planning applications
2. Other planning matters:

**3. Notices of decisions and awaited decisions: See Planning Appendix (for information only)**

#### 4. Monitoring progress on existing developments underway: Glebe Field update

#### 5. Review of the Neighbourhood Plan and to consider seeking advice from the Planning consultant where appropriate.

##### 23.158 Finance

- Enc 1. Cashbook Accounts and Reserves
- Enc 2. Bank reconciliation: non-signatory member to sign reconciliation.
- Enc 3. 2023-24 Performance against budget at 15.9.23
- Enc 4. To consider payments list for approval
- 5. S106 Monies – To consider a proposal for the formation of a working group report back to the next meeting for ideas on how to bid for S106 monies.
- 6. Highfield Nursery debt repayment status
- Enc 7. To consider the grant application from Citizens Advice East Herts
- Enc 8. To accept the terms of reference for the Herts Internal Audit Service

##### 23.159 Norman Wodson Pavilion

- Enc 1. To receive Contract update report and appendices
- Enc 2. To consider approval of the Contract finance details, amendments and any other considerations.
- 3. Zurich storm damage claim: update
- 4. Update on possible acquisition of additional land from RABI
- Enc 5. Review the need/requirement to purchase and install manual fire bells at the emergency exits to the building as per the attached risk assessment.
- 6. Retrospective agreement to change the lock in the front door and the single door next to the front door

##### 23.160 Recreation areas: to receive safety inspection report and updates.

Enc

##### 23.161 Allotments

1. 2023 tenancy update, including applications.
  - Letters have been issued to 6 allotment holders with a closing date of 2<sup>nd</sup> November 2023 to improve their plots.
  - Plot 3 has been given an extension due to extenuating circumstances.
  - Plot 15 has been given up and will remove all personal belongings by 2<sup>nd</sup> November 2023.
  - Plot 31 has been given up and will and will remove all personal belongings by the end of November.
2. Tenancy issue and course of action
  - Update on legal proceedings: ***(This may be considered under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, excluding press and public)***

##### 23.162 Highways, Footways, and Public Rights of Way (PRoW)

1. **High Cross replacement Bench** – A request has been received to put a memorial plaque on the new bench to replace the one taken from the original bench. This will be at no cost to the Council.
2. **North Drive resurfacing** – to receive an update

##### 23.163 Other Matters (may be deferred if time doesn't permit)

1. New bench for North Drive/Poplar Close: update.
2. Fly tipping in The Pit: update on property ownership
3. Arrange tree survey (June/July)
4. RBL Memorial Wreath – to consider the purchase of memorial wreaths
5. Public Spaces Protection Order (PSPO) re excluding dogs from Norman Wodson Playing Field

##### 23.164 County and District Councillor reports (if any received)

##### 23.165 Urgent matters not listed on the agenda (for inclusion and consideration on the next agenda)

##### 23.166 Correspondence (for information only) –

- Consultation on new doctors surgery and 200 home in Buntingford. There is to be a public consultation on the proposals, 19<sup>th</sup> October. A consultation website will go live on the same day ([www.harestreetroadconsultation.co.uk](http://www.harestreetroadconsultation.co.uk)) and leaflets have also distributed a leaflet around Buntingford town. Given the NHS catchment area for Buntingford and Puckeridge covers Thundridge parish, consultation details have been forwarded.

##### 23.167 Matters for future agendas

- To review annually Pavilion Fire Risk Assessment (next due after refurbishment)

- To examine papers held by previous Clerk before considering committing to archive.
- To consider report of unkempt village planted area outside 40-41 High Road, High Cross
- HCC annual lighting: Update on three outstanding invoices to pay (2020/21, 2021/22, 2022/23)
- Quarterly review of Neighbourhood Plan Appendix H outstanding action tasks:
- Make Clarkson Memorial and the information boards more visible and maintain regularly: *Under consideration.*
  - Advertise local history in pubs (with accommodation): *Under consideration with Thundridge and High Cross Society.*
  - Promotion of the Turnpike and Doric columns on Wadesmill Bridge: *Under consideration with Thundridge and High Cross Society.*
  - Seek formal designation of parts of High Cross as a Conservation area: *Ongoing.*
- North Drive:
  1. Update: Removal of lamp post W3
  2. Update: Ransom Strip boundary/road kerb installation when road resurfaced
- Broken Wadesmill village entrance signs: update if available
- To add other matters raised

**23.168 Date and venue of next meeting: Tuesday 21<sup>st</sup> November 2023, Wodson Pavilion**

**APPENDIX: PLANNING DECISIONS AND AWAITED NOTICES**

*For information only. Note: The Parish Council is not consulted on enforcement matters*

PL/0326/23	<b>Land adj to Ware Recycling Centre:</b> Temporary access (2 years) for construction traffic. <i>The Parish Council had no comments</i>	Unknown
3/23/0417/FUL	<b>Raj Villa:</b> 5-year change of use from restaurant to retail <i>The Parish Council had no comments</i>	Granted with conditions
3/22/2406/FUL	<b>Land North and East of Ware (Ware2):</b> Hybrid application <i>The Parish Council raised serious concerns</i>	Awaited
3/22/1878/FUL	<b>Youngsbury:</b> Erect extensions, internal alterations, etc <i>The Parish Council had no comments, but LBC regs to be observed</i>	Awaited
3/23/1547/FUL	<b>Meadowview Cottage,</b> The replacement of the existing foul drainage arrangement (cess pit) with new sewage treatment unit and land drainage field. Connection to existing below ground drainage and provision of electricity supply to the new treatment unit. <i>The Parish Council had no comments</i>	Awaited
PL/0343/23	<b>Cemex Westmill Quarry</b> – variation Cllrs to peruse and return comments via the Chair	Unknown
3/23/1207	<b>Oakleys</b> -Steel framed building to spray vehicles <i>The Council had no Comment</i>	Awaited
3/23/1428/HH	<b>Hillcrest Bungalow</b> next to St John’s Church HX -Extension <i>The Parish Council objected to this application</i>	Refused
3/23/0981	<b>Poles Lane</b> – Conversion of stables and outbuildings to a five-bed dwelling <i>The Parish Council objected to this application</i>	Refused

<b>Licensing Applications</b>		
23/1195/PLV	Dog & Whistle 112 Fore Street – Variation to opening hours. <i>The Parish Council had no comment</i>	Awaited
23/1202/PLV	Samy Ltd (formally Mcolls) Bulldock Road – Extension to licensing hours and 365 days opening. <i>The Parish Council had no comments.</i>	Awaited