

THUNDRIDGE PARISH COUNCIL

MINUTES of the THUNDRIDGE PARISH COUNCIL ORDINARY MEETING

Tuesday 28th June 2022 at 7.30pm in The Norman Wodson Pavilion

PRESENT: Cllr Steve Bosson, Cllr Brita-May Hawes, Cllr Kim Saban,
Cllr Natasha Smyth, Cllr Martin Spackman, Cllr Brian Taylor
Stuart Izzard, CDA for Herts, two members of the public
Clerk: Colin Marks, Clerk to the Parish Council

Covid-19 risk assessment and risk mitigation:

- Hand gel was available for all participants.
- The wearing of face masks was optional for the meeting.
- Tables and seating were spaced to maintain a reasonable distance between those present.
- Councillors were encouraged to perform a home lateral flow test on the day of the meeting.

Following an apology from Cllr Martin Spackman that he would be a little late, the Chairman welcomed everyone and opened the meeting at 7.35pm

ACTION

22.094 Apologies for absence

Parish Councillors: Cllr Deryck Dipper, Cllr Joyce Spackman (*both unwell, both apologies accepted*)
Others: Mrs Sue Patell

22.095 Declarations of Interest and dispensations

1. **Noted:** that Cllr Steve Bosson, being a trustee, has a non-pecuniary interest in High Cross Village Hall, and a dispensation for all planning matters relating to North Drive and The Glebe Field; that Cllr Brita-May Hawes and Cllr Kim Saban have dispensations for all planning matters relating to North Drive and The Glebe Field; that Cllr Deryck Dipper has a dispensation for all planning matters related to Thundridge Hill, including Ware North development. Cllr Brian Taylor, being a trustee, a non-pecuniary interest on High Cross Village Hall matters.

Cllr Brita-May Hawes and Cllr Kim Saban declared an interest in allotment matters as they are allotment tenants. Cllr Brita-May Hawes also declared an interest in the matter of North Drive lamp post W3, which is located on the edge of her property. Cllr Natasha Smyth declared a DPI in the Nursery and some Pavilion development matters. Cllr Martin Spackman and Cllr Steve Bosson declared DPIs for invoice payments that are to be approved for them.

2. Written requests for dispensations for declarable pecuniary interests: **None**

3. Consideration of requests for dispensations: **None**

22.096 Approval of Minutes

1. **RESOLVED: To approve the Minutes of the 26th May Annual Parish Council Meeting as drafted.**

Clerk

2. **RESOLVED: To approve the Minutes of the 26th May Ordinary Parish Council Meeting as drafted.**

Clerk

3. **The draft Minutes of the 26th May 2022 Annual Meeting of the Parish Electorate were received.**

Clerk

To be approved by parishioners attending the 2023 AMPE.

Suspension of meeting for public comments

RESOLVED: at 7.40pm to suspend the meeting.

- Pat Ray thanked the Parish Council for its funding support of the Platinum Jubilee event (a very nice "Thank You" card had been sent to the Council and was much appreciated). As an ongoing memorial to the Jubilee, the community group would like to plant a tree, hopefully in the Norman Wodson Playing Field and another in Wadesmill. Pat said she would send some information to the Clerk for the Parish Council to consider.

- Derek Matthews said he will follow up getting background information required by EHC to support The Feathers ACV nomination. The Parish Council is grateful for his help.

1. CDA Herts Project Officer Stuart Izzard presented a 10-minute overview of the broad range of activities and support CDA Herts offers its members. Funding comes mainly through ACRE, a number of Local Authorities (mainly the rural District Councils of East and North Herts), and

the £35 annual membership fee. Its primary focus is in the voluntary and community sectors where it seeks to be the voice and advocate for rural Hertfordshire communities (although it does some work in urban areas) where it facilitates the exchange of information between the public, private and voluntary sectors, influencing strategies, and supporting and working in partnership to deliver a range of community projects. Stuart said CDA would willingly offer support to any suitable community initiative, including the Asset of Community Value (ACV) nomination for The Feathers.

The Chairman thanked Stuart for his report and restored the meeting to order at 8.01pm

22.097 Village Life Magazine

RESOLVED: That Cllr Natasha Smyth write a summary of the Council Meeting for the August edition of the magazine (copy deadline 15th July). The Clerk to submit the article to Village Life.

**NS
Clerk**

22.098 Police report

No general report was received, but the police response to the Clerk regarding a speeding complaint on Cambridge Road between Wadesmill and High Cross was read by the Chairman as follows:

*I have read the letter that you have attached from a resident, this seems to be on the section going up the hill towards Oakley's Horseboxes, during our late shifts when jobs permit we do sit up around this area to catch any speeding vehicles and look out for other vehicles of interest. I can ask for a speed and vehicle check camera to be put in to see if this can give us an average of speeds going through, I will see if I can get it put in over a weekend period but not sure what the waiting time is for one to be put up at the moment.
PCSO Karen Broad, 16 June 2022*

22.099 Planning

1. New Planning Applications

3/22/1169/CLPO Wodson Pavilion: Replacing cladding and roofing refurbishment.

RESOLVED: No comments

Clerk

3/22/1190/HH Great Henirage: Single storey rear extension, garage conversion and alterations to ground floor fenestration.

RESOLVED: No comments

Clerk

3/22/1260/HH Rennesley Stables: Convert garage and loft for accommodation.

RESOLVED: No comments

Clerk

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

1. Late applications

None received.

2. Ware North update, including Moles Farm flooding issues

No report received.

3. Decision Notices. *Noted as set out in the Planning Appendix*

4. Progress on existing developments underway

1. Glebe Field: The development continues to progress with no major issues. The EHC Planning decision to grant Variation condition 3/22/0223/VAR was noted. This was disappointing, although not unexpected since such a variation was anticipated in June 2020 at the original development application consultation.

A recent rain-storm revealed potential flooding problems to properties towards the western end of North Drive due to the unsatisfactory partial resurfacing that has taken place. This has been taken up with EHDC and its partner agencies and a response is awaited.

Clerk/SB

2. The bin removed from the junction of North Drive and Poplar close has not been found. The Osprey site manager does not know where it is but will keep an eye out for it. It is assumed the utilities contractor moved it when laying in cables. The Clerk to follow up again with Osprey to find out who the utilities contractor is.

Clerk

3. Other matters:

- The Clerk noted that EHC has opened an Enforcement investigation into the large frame "building" at Oakleys (E/22/0101/ENF).

Clerk

- There appears to be a number of caravans on the fields by Fabdens. The Clerk to ask EHC Planning if any planning permissions are being breached.
- A planning notice has been spotted on a post opposite Oakleys: EHC said it was for formal approval of existing works; it will be approved.

Clerk

22.100 Finance

Note: Copy of full Cashbook spreadsheets submitted for following items 1, 2 and 3

1. Cashbook Accounts and Reserves to 30th May 2022

	Unity Bank	Saffron B/S	Redwood
Cashbook Balance 1 st May	60,367.37	82,972.14	84,308.64
Income 1 st to 30 th May	1,059.58	0.00	0.00
Expenditure 1 st to 30 th May	5,119.70	0.00	0.00
Cashbook balance 30 th May	<u>56,307.25</u>	<u>82,972.14</u>	<u>84,308.64</u>

RESOLVED: To approve the Accounts as submitted to the Council.

Clerk

2. Bank Reconciliation at 30th May 2022

	Unity Bank	Saffron B/S	Redwood
Bank Balances 30 th May	56,307.25	82,972.14	84,308.64
Unbanked receipts/payments:	0.00	0.00	0.00
Cashbook balances 30 th May	<u>56,307.25</u>	<u>82,972.14</u>	<u>84,308.64</u>

RESOLVED: To approve the Bank Reconciliation as submitted to the Council.

Clerk

3. 1. Payments for approval

All payments made under the General Power of Competence, LA 2011 s1(1)

	Gross	Recoverable VAT incl
Brita-May Hawes: reimburse Land Registry search	17.94	2.99
E.ON: Electricity April (Direct Debit)	76.46	3.64
Broadmead Leisure	60.00	10.00
Payplus	31.50	5.25
E.ON	86.96	4.14
Thundridge Cricket Club	610.28	
Clerk	782.13	
HMRC	92.20	
HMRC	17.51	
Everflow Water	66.82	
Nat Soc of Allotments	67.00	
Debbie Kent	0.00	
Anna Maybury	0.00	
Anna Maybury	30.00	
Gavin Embley	0.00	
Busy Lizzies reimburse	70.00	
Clerk	16.30	
Winters & Co	1,687.80	281.30
Unity Bank	18.00	

RESOLVED: to approve payments as per the Clerk's list presented to the Council, including the Clerk's expenses and additional hours.

Clerk

4. Annual Governance and Accountability Return (AGAR) 2021/22

Status update: The Clerk reported that the AGAR had been submitted to PKF Littlejohn in good time, but there has been no response as yet.

Clerk

22.101 Norman Wodson Pavilion

1. Building Replacement Evaluation Working Group

1. Contractor tender update

There have been some snags with preferred contractor and it is probable that the refurbishment will have to be postponed until 2023.

DD/SB

	2. RABI: acquisition of additional land	
	RABI have been chased yet again, but as yet there still has been no response. The Clerk will contact them again (Ms Civers and Mr Zeid).	Clerk
	3. New Preschool tenant lease contract	
	The new lease has been drawn up and was signed after the meeting. Termination of tenancy notice for 31st July to be sent to Busy Lizzies early July.	NS/Clerk Clerk
	2. Highfield Nursery debt repayments	
	The Clerk noted that the debt repayment slipped back to £50.	Clerk
22.102	Recreation Areas	
	1. Play area: Safety Report. The June report was received and noted: No action required. Creative Play have scheduled an inspection in mid -late September to look at the reported loose swing posts that will be addressed under the warranty. The East Herts annual RPII has been booked for late July.	Clerk Clerk
	2. Car Park surface dressing: Cllr Martin Spackman reported that a quote for re-dressing the existing is still awaited.	MS
22.103	Allotments	
	1. 1. 2022 tenancies and vacant lot allocation: Three vacant plots were reassigned to new tenants in the last month. It was agreed that the allocation priority policy should be incorporated into the Tenancy Agreement. It was agreed that where plots are not being maintained to a good standard, the Clerk should be sent a photograph to accompany any warning letter.	TAWG Clerk
	1. 2. Allotments Management Working Group update and action recommendations No further action required at present.	Clerk
	2. Tenancy issue and course of action	
	1. Update on legal proceedings. RESOLVED: <i>That in the public interest, this item of business be deferred to the end of the Meeting and that the public be excluded under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960.</i>	
22.104	Highways, Footways and Public Rights of Way (PRoW)	
	1. North Drive: 1. Update on removal of lamp post W3: No progress. 2. Disappearance of the combi-bin at the North Drive/Poplar Close junction: The Osprey site manager was as not aware of this but is keeping an eye open. It was agreed that the Clerk ascertain who the utility contractor is and contact them direct.	Clerk
	2. Ermine Street damaged lamp replacement: Still awaiting cost advice from HCC/Ringway.	Clerk
	3. Broken Wadesmill village entrance signs update: No progress. To be followed up.	Clerk
22.105	Other matters	
	1. ACV Working Group: The Feathers. For guidance on the sort of supporting evidence required for a successful nomination, the Clerk gave Derek Matthews a copy of another successful ACV pub nomination and a copy of the EHC nomination form. The Council is grateful to Derek for his help. Cllr Brian Taylor agreed to send the Clerk a potted history of the pub in order to demonstrate that it has been a social focal point in the community for many years. It was again noted that CDA Herts will support the nomination.	Clerk DM BT
	2. A parishioner living in Woodland Road has complained that trees growing in The Pit and very close to her flat are severely blocking her light. She said the Parish Council cut the trees down some 10 years ago but they have grown back. Cllr Martin Spackman agreed to have a look.	MS
	3. The street lights out in Thundridge are believed to have been resolved.	Clerk

22.106 County and District Councillor report

No report received except an update that remedial work on the embankment slip in Anchor Lane is now due to commence on 11th July for an estimated 6 weeks, and the road should be open again by 20th August.

22.107 Urgent and other matters not listed on the agenda

None received

22.108 Correspondence (Noted as per the agenda).

- Parishioners: allotment reports
- Resident re The Anchor planning proposals
- Police re allotments
- Parishioner re speeding Wadesmill to High Cross (22.098)
- Parishioner re trees at The Pit blocking light to Flat 16B Woodlands Road (22.105.2)

22.109 Matters for future agendas

Neighbourhood Plan Appendix H action update on outstanding tasks: **agreed to review quarterly.**

**Clerk/SB
SB**

- Retain The White Horse as a pub: *The Parish Council raised a strong objection to the recent planning application.*
 - Nominate Community Assets listed in Appendix E of the Neighbourhood Plan: *The Feathers now being nominated*
 - 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 Thundridge Bridge: *Under consideration with Thundridge and High Cross Society.*
 - Seek formal designation of parts of High Cross as a Conservation area: *Ongoing; agreed to send request again.*
- Bircherley Green bus depot re-development:
 - Update: Public Spaces Protection Order (PSPO) re excluding dogs from Norman Wodson Playing Field
 - Parish lighting ownership to be confirmed (new invoice received)
 - Invite FORQ to address the July Parish Council meeting
 - Other matters raised: none

22.110 Date and venue of next Council Meeting

Tuesday 26th July, 7.30pm. The venue was not discussed but was subsequently arranged to be held in **High Cross Village Hall.**

Clerk/SB

EXCLUSION OF PRESS AND PUBLIC

22.103.2 RESOLVED: That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, due to ongoing legal involvement, it is in the public interest that the public be excluded for the consideration of agenda item 22.103.2.1.

The public were excluded at 9.10pm.

The Council was updated on the current position regarding the court proceedings and related issues. The Court hearing for a Possession Order will be in Hertford on 3rd August. A barrister will represent the Council. The Clerk is required to attend.

The Clerk and Chairman are proposing to meet with the solicitor in July.

**Clerk
Clerk/SB**

The Chairman thanked everyone for attending and closed the meeting at 9.17pm

Signed.....

Dated.....

APPENDIX A

Planning decisions and awaited notices

3/22/0220/VAR	Land north of North Drive. Variations to Condition 2 of approved 3/21/1910/FUL. <i>The Parish Council objected</i>	GRANTED
3/22/1022/HH	The Drive, 6 Moles Farm: Alterations to roof and fenestration. <i>The Parish Council had no comments</i>	Awaited
3/21/2533/FUL	Standon Green House: New gates, fence, gazebo, decking, pond with fountains and associated landscaping. <i>The Parish Council objected</i>	Awaited
3/22/0582/LBC	Barclay Cottages, Wadesmill: Replacement windows and doors. <i>The Parish Council had no comments.</i>	Awaited
3/22/0557/PNHH	Great Henirage, Cold Christmas Lane: Single storey rear extension. <i>Presumed planning permission not required. The Parish Council had no comments</i>	Awaited
3/22/0426/OUT	Land off Poles Lane: Demolish stable and build house <i>The Parish Council objected</i>	Awaited
3/22/0571/HH	Grey Oaks. 13 Ducketts Wood: Insert dormer windows <i>The Parish Council had no comments</i>	Awaited
3/22/0272/FUL	The Pool House, 11 Ducketts Wood. Demolish dwelling, erect replacement, amend curtilage. <i>The Parish Council had no comments</i>	Awaited
3/22/0350/LBC	Thundridge House, Poles Lane: Internal alterations. <i>The Parish Council had no comments</i>	Awaited
PL/0243/21	Ware Waste Recycling Centre: Construct Waste Transfer Station. <i>The Parish Council had no comments</i>	No information
3/21/2819/HH	Watermill House, Old Church Lane: Retention of an open sided outbuilding. <i>The Parish Council objected</i>	Awaited
3/21/2798/HH 3/21/2799/LBC	Bankside Cottage, Ermine St: New access, driveway and det. garage. <i>The Parish Council had no objections</i>	Awaited
3/21/2778/FUL	Watermill House, Old Church Ln: Change of use: 4-bay car port to treatment rooms (RETROSPECTIVE) <i>The Parish Council objected</i>	Awaited
3/21/2600/HH	Watermill House, Ermine St: Detached outbuilding retrospective. <i>The Parish Council objected</i>	Awaited
3/21/2405/HH 3/21/2406/LBC	Thundridge House, Poles Lane: Single storey extension for pool; create external door from window. <i>The Parish Council objected</i>	Awaited
3/21/1284/HH 3/21/1285/LBC	Gardener's Cottage, Youngsbury: Extensions, outbuildings, sewage treatment and other works. <i>The Parish Council had no comments</i>	Awaited
3/21/0731/FUL	White Horse Inn, High Cross AMENDMENT: Proposed alterations. <i>The Parish Council objected.</i>	Awaited
3/21/0731/FUL 3/21/0732/LBC	White Horse Inn: Convert PH into one dwelling; Demolish rear extension; erect new extension. Erect 4 no. 2-bed dwellings. <i>The Parish Council objected</i>	Awaited
E/22/0101/ENF	Oakleys: Enforcement investigation on large metal-frame structure	Awaited
E/21/0241/ENF	Watermill House, Ermine St: Enforcement inv.	Awaited
E/21/0237/ENF	Standon Green End House: Enforcement inv.	Ongoing
E/19/0448/ENF	Land adj to The Bungalow, High Cross: Enforcement investigation	Unknown