

# 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, Kim Saban, Natasha Smyth, Joyce Spackman, Martin Spackman, Brian Taylor.

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

## Ordinary Parish Council Meeting

Tuesday 21<sup>st</sup> February at 7.30pm in The Norman Wodson Pavilion

*All prevailing Covid regulations will be observed*

*Councillors are encouraged to perform a home lateral flow test on the day of the meeting*

*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.*



Signed: Colin Marks, Proper Officer and Clerk to Thundridge Parish Council Date: 15 February 2023

## AGENDA

**23.018 To receive and approve apologies for absence**

**23.019 Declarations of Interest and dispensations**

1. To receive declarations of interest on agenda items (including non-pecuniary). To note 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 a dispensation 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 and Ware North development. Cllr Brian Taylor has a dispensation on matters pertaining to High Cross Village Hall, of which he is a trustee. Cllr Natasha Smyth has DPI in the Nursery and some Pavilion development matters.
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.

**23.020 To approve Draft Minutes of 24<sup>th</sup> January 2023 Ordinary Parish Council Meeting**

*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.*

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

**23.022 To receive Police report and other police matters**

**23.023 Planning**

**1. New applications**

		<i>Comment by</i>
3/23/0145/HH	Swangles Farm, Thundridge: Install solar panels on garage	17 <sup>th</sup> Feb
3/23/0202/HH	24 Poplar Close: Erect garage	1 <sup>st</sup> March

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

1. To consider any late planning applications

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

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

**23.024 Finance**

1. Cashbook Accounts and Reserves
2. Bank reconciliation with Bank statements; non-signatory member to sign reconciliation.
3. HCC annual lighting: To consider three outstanding invoices to pay (2020/21, 2021/22, 2022/23)
4. To note insurance renewal due 31<sup>st</sup> March and consider alternative quote at March meeting

5. To consider payments list for approval
6. To consider Wodson Field fence/gate and other options from Section 106 funds, incl allotments
7. To approve Internal Auditor Terms of Reference for 2022-23

**23.025 Norman Wodson Pavilion**

1. Building Replacement Working Group
  1. Update on tenders for contract procurement:
    1. Site meetings report
    2. Action points to consider
  2. To consider creating a tenders panel
  3. To consider granting delegated powers to the Clerk and panel for 6<sup>th</sup> March onwards
2. Update on possible acquisition of additional land from RABI
3. Update and quotes: additional quote for Safety Gate exit from outside compound
4. To note Chubb fire safety inspection and certification undertaken 30<sup>th</sup> Jan 2023 and to note Fire Risk Assessment to be reviewed after refurbishment (previous August 2020 by Black and White)

**23.026 Recreation areas: Reports and updates**

1. Play area: To receive February safety inspection report and consider any action
2. To agree Bullards football field maintenance contract details

**23.027 Allotments**

1.
  1. 2023 tenancy agreements update
  2. Update: Application to Land Registry for allotments Title Absolute.
2. Tenancy issue and course of action
  1. 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)***

**23.028 Highways, Footways, and Public Rights of Way (PRoW)**

1. North Drive:
  1. Update: Removal of lamp post W3
  2. Update: Ransom Strip boundary/road kerb installation when road resurfaced
  3. Update: Surface water problem by No10
2. Broken Wadesmill village entrance signs: update if available
3. Old Church Lane: Update on poor condition of road (referred to Cllr David Andrews/N Maddex)

**23.029 Other Matters (to be deferred unless time permits)**

1. To consider Coronation commemorative mugs
2. The Feathers ACV nomination update
3. Parish Council elections, 4<sup>th</sup> May: To note election candidate requirements and timetable
4. To consider signing up to the Armed Forces Covenant

**23.030 County and District Councillor reports (if any received)**

**23.031 Urgent matters not listed on the agenda (for inclusion and consideration on the next agenda)**

**23.032 Correspondence (for information only – discussion to be deferred unless time permits)**

- Chris Knott Insurance: New allotments insurance policy for NAS members
- Dash UK Ltd: Commemorative Coronation mugs (23.029.3)
- Head teacher, Thundridge School
- HAPTC: Armed Forces Covenant (23.029.4)

**23.033 Matters for future agendas**

- Public Spaces Protection Order (PSPO) re excluding dogs from Norman Wodson Playing Field
- Highfield Nursery debt repayment status if payments not made
- To review WLFC RPII lease increase for Year 3 (April Meeting)
- To review annually Pavilion Fire Risk Assessment (next due after refurbishment)
- To review annually Financial Risk Assessment (next due May 2023)
- Quarterly review of Neighbourhood Plan Appendix H outstanding action tasks:
  - Retain The White Horse as a pub: *Despite a strong objection, planning is now approved.*
  - Nominate ACVs listed Neighbourhood Plan Appendix E: *The Feathers has been 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 Wadesmill Bridge: *Under consideration with Thundridge and High Cross Society.*
  - Seek formal designation of parts of High Cross as a Conservation area: *Ongoing;*
  - Update: Bircherley Green bus depot re-development
- To add other matters raised

**23.034 Date and venue of next meeting: Tuesday 21<sup>st</sup> March TBC. Venue to be considered**

**APPENDIX: PLANNING DECISIONS AND AWAITED NOTICES (23.023.3)**

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

3/22/1659/HH	<b>Windmill Cottage, 18 Ermine Street:</b> install solar panels	<b>GRANTED</b>
3/22/1660/LBC	<i>The Parish Council had no comments, but LBC regs to be observed</i>	
3/22/2515/LBC	<b>North Lodge, Hanbury Drive:</b> 2 replacement windows <i>The Parish Council had no comments</i>	<b>GRANTED</b>
3/21/2600/HH	<b>Watermill House, Ermine St:</b> Detached outbuilding <b>retrospective</b> <i>The Parish Council objected to this application</i>	<b>GRANTED</b>
3/21/2819/HH	<b>Watermill House, Old Church Lane:</b> Retention of an open sided outbuilding. <i>The Parish Council objected to this application</i>	<b>GRANTED</b>
3/21/2778/FUL	<b>Watermill House, Old Church Ln:</b> Change of use: 4-bay car port to treatment rooms (RETROSPECTIVE) <i>The Parish Council objected</i>	<b>GRANTED</b>
3/23/0109/HH	<b>39 Arthur Martin Leake Way:</b> Extend garage and convert into annexe. <i>The Parish Council objected</i>	Awaited
3/23/0019/HH	<b>Westmill House.</b> Retrospective: convert garage into 1-bed annexe <i>The Parish Council had no comments</i>	Awaited
3/23/0046/FUL	<b>Moles Farm:</b> Change of land use; demolish agricultural buildings and build two dwellings. <i>The Parish Council objected</i>	Awaited
3/22/2406/FUL	<b>Land North and East of Ware (Ware2)</b> <i>The Parish Council raised serious concerns</i>	Awaited
3/22/2370/HH	<b>Standon Green End:</b> Demolish existing garage and replace; add two extensions, gazebo, replace gates and fencing, landscaping, <i>The Parish Council objected.</i>	Awaited
22/1891/PL	<b>Fusion Trading,</b> Ermine Street/Lowgate Lane: alcohol licence	Awaited
3/22/2561/LBC	<b>Swangles Farm:</b> Install solar panels on garage roof. <i>No comments</i>	Awaited
3/22/2370/HH	<b>Standon Green End House:</b> Replace garage with detached 4-bay garage, 2-storey side and rear extension, replacement entrance gates, erect gazebo and landscaping. <i>The Parish Council objected</i>	Awaited
3/22/1663/LBC	<b>Westmill House:</b> Regularisation for alteration to garage windows <i>The Parish Council had no comments</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
3/22/1740/ADV	<b>The Feathers Inn:</b> Illuminated signs	Awaited
3/22/1765/LBC	<i>The Parish Council had no comments, but LBC regs to be observed</i>	
3/22/1663/LBC	<b>Westmill House:</b> Change to previously approved garage window size (3/21/1692/LBC) <i>The Parish Council had no comments</i>	Awaited
3/21/2533/FUL	<b>Standon Green House:</b> New gates, fence, gazebo, decking, pond with fountains & lights, clay pathway, and associated landscaping. <i>The Parish Council objected to this application</i>	Awaited
E/22/0109/ENF	<b>Land near Fabdens:</b> Enforcement investigation into caravan site	Awaited
E/21/0241/ENF	<b>Watermill House, Ermine Street:</b> Enforcement investigation	Awaited
E/21/0237/ENF	<b>Standon Green End House:</b> Enforcement investigation	Ongoing
E/19/0448/ENF	<b>Land adj to The Bungalow, High Cross:</b> Enforcement investigation	Unknown