

THUNDRIDGE PARISH COUNCIL

Parish Clerk: Colin Marks, 17 Park Lane, Puckeridge SG11 1RL
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To: Cllrs Steve Bosson, Deryck Dipper, 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 20th June 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.



Signed: Colin Marks, Proper Officer and Clerk to Thundridge Parish Council Date: 14th June 2023

AGENDA

23.100 To receive and approve apologies for absence

23.101 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.

23.102 1. To approve Draft Minutes of 23rd May Annual Parish Council Meeting
2. To approve Draft Minutes of 23rd May Ordinary Parish Council Meeting

23.103 To consider co-opting to fill the two vacant seats

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.

23.104 Village Life: To note deadlines and assign contributors to write an article for August Village Life Magazine

23.105 To receive Police report and other police matters

23.106 Planning

1. New applications

		Comment by
3/23/1056/HH	2 Rennesley Cottages, Anchor Lane: Remove of rear conservatory and attached outbuilding. Construct two storey rear extension with two first floor rear facing Juliet balconies with external balustrade and a new side canopy porch.	By 29 June

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

23.107 Finance

1. Cashbook Accounts and Reserves to May 31st
2. Bank reconciliation; non-signatory member to sign reconciliation.
3. 2023-24 Performance against budget at 31-05-23
4. HCC annual lighting: Update on three outstanding invoices to pay (2020/21, 2021/22, 2022/23)
5. To consider payments list for approval
6. To Note: Redwood Bank – confirmed withdrawal of all funds – 96th day is 31st July

7. Annual Governance and Accountability Return (AGAR) 2022/23

1. To note that for 2022/23 the Parish Council does not meet the criteria for an exempt authority
2. To receive the **Internal Auditor's report** and note that the **Internal Audit Report** (page 3) has been signed.
3. **To approve by Resolution Section 1: The Annual Governance Statement** (p.4).
4. **The Clerk and the presiding Chairman to sign Section 1** (p.4).
5. **To consider Section 2 Accounting Statements** (p.5) as signed by the RFO and presented to the Council
6. **To approve by Resolution Section 2 Accounting Statements** (p.5) as signed by the RFO.
7. **Presiding Chairman to sign Section 2** (p.5).
8. **To Resolve** to set the 30-working day period for the **Exercise of Public Rights as Monday 3 July – Friday 11 August 2023.**
8. To note the 30th June deadline for the 2022/23 AGAR to be submitted to PKF Littlejohn

23.108 Norman Wodson Pavilion

1. To receive Contract update report
2. To consider approving a contract budget figure plus 10%
3. Zurich storm damage claim: update
4. Update on possible acquisition of additional land from RABI

23.109 Recreation areas: to receive safety inspection report and updates

23.110 Allotments

1. 2023 tenancy update, including applications and trespass issues
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)***

23.111 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
2. Broken Wadesmill village entrance signs: update if available

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

1. New bench for North Drive/Poplar Close: update on permission and purchase
2. Fly tipping in The Pit: update on property ownership
3. To consider report of unkempt village planted area outside 40-41 High Road, High Cross
4. To consider quotes and options for Section 106 funding (if available):
 1. Wodson Field perimeter gate
 2. Allotments

23.113 County and District Councillor reports (if any received)

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

23.115 Correspondence (for information only)

- Parishioners: re allotments vacancies and trespass issues.
- Parishioner: Re the village planted area outside 40-41 High Road and opposite the White Horse.
- EHC Standards Committee: Invitation for representatives to sit on the Committee

23.116 Matters for future agendas

- Arrange tree survey (June/July)
- Public Spaces Protection Order (PSPO) re excluding dogs from Norman Wodson Playing Field
- Highfield Nursery debt repayment status if payments not made
- To review annually Pavilion Fire Risk Assessment (next due after refurbishment)
- To sign up to the Armed Forces Covenant (May/July 2023)
- To examine papers held by previous Clerk before considering committing to archive.
- 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;*
- To add other matters raised

23.117 Date and venue of next meeting: Tuesday 25th July at 7.30pm in High Cross Village Hall.

APPENDIX: PLANNING DECISIONS AND AWAITED NOTICES (23.106.3)

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

3/23/0687/HH	32 Cambridge Rd, Wadesmill: Crossover with dropped kerb <i>The Parish Council had no comments</i>	REFUSED
3/23/0733/FUL	Meadow View Cottages: Replace existing foul drainage (cess pit) with new sewage treatment unit and land drainage. <i>The Parish Council had no comments</i>	Awaited
PL/0326/23	Land adj to Ware Recycling Centre: Temporary access (2 years) for construction traffic. <i>The Parish Council had no comments</i>	Unknown
3/23/0417/FUL	Raj Villa: 5-year change of use from restaurant to retail <i>The Parish Council had no comments</i>	Awaited
3/22/2406/FUL	Land North and East of Ware (Ware2): Hybrid application <i>The Parish Council raised serious concerns</i>	Awaited
3/22/1878/FUL	Youngsbury: Erect extensions, internal alterations, etc <i>The Parish Council had no comments, but LBC regs to be observed</i>	Awaited