

# THUNDRIDGE PARISH COUNCIL

---

## MINUTES of the THUNDRIDGE PARISH COUNCIL ORDINARY MEETING

Tuesday 24<sup>th</sup> October 2023 at 7.30pm in Wodson Pavilion

**PRESENT:** Cllr Deryck Dipper, Cllr Brita-May Hawes, Cllr Lynn Palmer, Cllr Kim Saban, Cllr Natasha Smyth, 5 members of the public, two Police representatives.

One representative from Gigaclear, and two representatives from MScott, County Councillor David Andrews

In the absence of the Chairman, Cllr Hawes Chaired the meeting.

The meeting opened at 7.30 pm

### 23.152 Apologies for absence

Clerk: Colin Marks, Cllr Steve Bosson, Cllr Martin Spackman  
Parishioners Derek Matthews, Sue Patel

### 23.153 Declarations of Interest and dispensations

1. Declarations: Cllr Natasha Smyth has a DPI in the Nursery and some Pavilion development matters, Ermine Café license application
2. Written requests for dispensations for declarable pecuniary interests: **None**
3. Consideration of requests for dispensations: **None**

### 23.154 Approval of Minutes

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

**RESOLVED: to approve the Minutes of the Ordinary Parish Council Meeting were approved as drafted.**

The Chairman signed a set of Minutes.

Matters arising from the minutes that were not covered in the agenda

23.141.4 Website upgrade – this would become an agenda item at future meetings. Cllr Hawes advised that she was working with the developer to upgrade the website. She had sent through new photos and would give training in the near future to all councillors on the document management system which would be held on the site.

23.150 Ware Charities would become an agenda item in the future with the trustee giving regular updates.

### 7.40pm: Suspension of meeting for public comments

1. Bruce Shearman gave an overview of the charity and an update on the current progress with the Ware Charity consultation. He advised that only one company had sent back a tender document and therefore more companies were being approached. He confirmed that Thundridge PC could put forward nominees for charity financial assistance. The Parish Council asked to be included in the review of the constitution and assist with local knowledge. He agreed to report back to the next Council meeting with further news.
2. Andrew Lipski advised that Gigaclear was responsible for the largest full fibre network in the rural community. Thundridge was on the project list for 2024 and they are currently looking at plans before work commences. There would be a requirement for a cabinet to be placed on Cold Christmas Lane on the highway verge. He advised that there would be very little disturbance of infrastructure as most of the fibre would be placed in ducting and tubes already in place. Gigaclear will keep the Council updated and can if required hold on-line meetings with Councillors.
3. Richard Martin, Director of MScott, advised that they had held a public consultation which 86 people attended showing the proposed development at Sutes Farm. A development of 95 dwellings, 40% of

which will be classed as affordable. This will be on a 18 acre site. No shop is proposed; however, the Parish Council has been advised that there may be an opportunity for an additional allotment site as part of the amenity areas which will also include play areas, dog walking areas and also potential for the Church to extend its cemetery. The land agents are looking for as much feedback as possible which can be done online [www.highcross.mscott.co.uk](http://www.highcross.mscott.co.uk). The Thundridge Neighbourhood Plan was discussed, however the Land agents advised that as EHDC had not reached the agreed housing target they felt the proposal was worth pursuing as in their view the benefit of new housing would outweigh the harm. The land agents are proposing to put in for outline planning permission before Christmas.

4. Five residents from Ermine Street wish to oppose the proposals set out in 3/23/1450/PL for a change of licensing hours and an additional 12 late closes a year until midnight for themed evenings. They were concerned that live music would cause a disturbance and noise nuisance for local residents. There was already insufficient parking for residents and therefore people visiting in the evenings would exacerbate the situation. Residents were asked to ensure that all residents posted their objections on the EHDC website.

### **8.30 pm The meeting was restored to order**

**23.155 Village Life Magazine** – Members were advised not to put a article in village life about the Sutes Farm development to avoid predetermination and therefore there was nothing to report.

### **23.156 Police Report**

PCSO Glen Stanway reported.

- that there had been a few thefts of tools, but these had all been a Hanbury Manor.
- There had been some vandalism at Cold Christmas Church.
- There had been speed gun checks in Thundridge.
- There was to be a ‘have a cuppa with a copper’ at Ermines café with a date to be arranged.
- There would be extra patrols during Halloween, with attendance at Thundridge Old Church, and shop keepers had been asked not to sell flour and eggs to under 18s

### **23.157 Planning**

#### **1.New Planning Applications**

**3/23/1450/PL Emine Café & Stores – Premises license change to increase hours from 9am – 8pm with an additional 12 late closes per year until midnight for themed evenings.** Members had heard the objections from local residents. There were differing opinions with regard to the application. Members agreed that they would make comments adding concerns regarding lack of parking, increased litter, potential antisocial behaviour, noise nuisance late at night with live music.

**3/23/1888 Quietways, 66 Cowards Lane – Change of use from agricultural to residential - No concerns**

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

##### **1. Late applications:**

**3/23/1911/HH Bourne House Cambridge Road Wadesmill - Ground floor side extension, basement side extensions, rear infill extension, external steps, brick wall, metal balustrade, timber trellis, alterations to fenestration, alterations to land levels, creation of natural pool, resurfacing of parking court, replacement post and rail fencing to garden boundary and associated landscaping – No Objections**

##### **2. Other planning matters – none specific**

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

**4. Monitoring progress on existing developments underway:** Glebe Field update nothing to report.

**5. Review of the Neighbourhood Plan and to consider seeking advice from the Planning consultant**

**where appropriate** – The Planning Consultant has agreed to assist the Council with any future reviews including representations to EHDC at a fixed fee of £2,100.00 **RESOLVED** To accept the quotation.

**23.158 Finance**

1. Cashbook Accounts & Reserves - noted balances in bank accounts and bank statements.  
**RESOLVED:** to approve.
2. Reconciliations – **RESOLVED:** to approve; to be countersigned later.
3. Performance vs budget at (14<sup>th</sup> October 2023) – Figures were presented and **RESOLVED** to approve and to move £20,000 into the Saffron Walden Account and to note the long term reserve set aside for the retention statement for the Wodson Pavilion.
4. Payments list for approval -**RESOLVED:** payments list for October with one late addition for 2commune of £750.00 plus VAT approved.
5. S106 Monies- Members considered capital projects that they felt worth considering for S106 money. This had not moved forward from the September Resolution where: Cllrs Hawes and Saban would investigate replacement fencing and tidying of the overgrown public areas at the allotments and obtain quotes and Cllr Smythe would look into replacement fencing and gates around Wodson Pavilion. Cllr Spackman had previously offered to help with the specifications for the allotment garden improvements and potentially submitting his own quotation for the works. Members were asked to bring this information to the next meeting.
6. Highfield Nursery debt payment status was noted.
7. To consider the grant application from Citizens Advice East Herts – **RESOLVED** To award a grant of £100 this was done under Part 1 of the Localism Act 2011 General Powers of Competence.
8. Terms of reference for Herts Internal Audit Service. **RESOLVED** To accept the Terms of Reference of the Herts Internal Audit Service for a period of one year and to notify HAPTC accordingly.

**23.159 Norman Wodson Pavilion**

Building Replacement Evaluation Working Group. Cllr Deryck Dipper’s detailed report previously circulated was received: Noting that the following the post project evaluation which had been completed on budget and on time.

1. This report reports updated the Council on additional items which have arisen since the last Council meeting. It was noted that the snagging list had been completed and was circulated to Councillors. Members were asked to add anything missing.
2. **Contract Sum Update** - The Contract Sum remained as reported. It was noted that there has been an increase in the Council’s Surveyors fees due to the surveyor managing the open snagging list and meetings with building control. Cllr Dipper will negotiate the fees due and report back to council.
3. Zurich storm damage claim – no further update. However, Members were unhappy with the service provided by Zurich and it was suggested that the Clerk seek alternative quotations at the renewal date for insurance. It was also noted that the insurance company should be informed that the building work had been completed and signed off.
4. Update on possible acquisition of additional land from RABI – no further update.
5. Review the requirement to purchase a fire alarm for Wodson Pavilion – Cllr Dipper advised that Building Control had considered the details within the fire risk assessment and had decided that a fire alarm would not be required.  
Purchase of new tables for the Wodson Hall – It was noted that no further action had been taken on the purchase of new tables and this was asked to be completed by the next meeting.
6. Retrospective agreement to change the locks in the front door and single door – **RESOLVED** to approve.  
Due to security concerns a quotation had been obtained to replace the front door, the total cost for the new front door being £2480 with a new lock and keys an additional £330. **RESOLVED** – To purchase a new front door at a sum of £2480 to supply and fit.

**23.160 Recreation Areas – RESOLVED** to note the inspection report

### 23.161 Allotments

Detailed within the report it was noted that four of the seven allotment holders had responded to letters sent by the Temporary Clerk. Due to the long waiting list members considered offering half plots to all new tenants, it was considered to be an option and would be offered when Councillors met new tenants on site. Members of the Allotment committee agreed to meet at the allotment site at 2pm 4<sup>th</sup> November for a further inspection and to offer the vacant plot to the new tenant.

**RESOLVED:** Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, press and public to be excluded due to the confidential nature of the business to be transacted under this agenda item

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

**1. High Cross replacement Bench – RESOLVED** to give permission for the memorial plaque detailed within the report to be placed, at no cost to the Council on the replacement bench.

**2. North Drive – 1 - no change;** The Temporary Clerk was asked to write to EHDC to ask why the road had not yet been resurfaced and when they were proposing to complete the job. The Chairman was to advise.

### 23.163 Other Matters

1. New bench for North Drive – completed with thanks to Cllr Spackman.
2. Fly tipping in The Pit – No further information
3. Arrange a tree survey – this was to be postponed until the spring.
4. RBL Memorial Wreath – **RESOLVED** to purchase two memorial wreaths at a cost of £18.99 each to be placed at the War Memorial by the Church and at High Cross.
5. Public Space Protection Orders – It was agreed that the Temporary Clerk would contact EHDC on this matter, however there was some concern who would ‘police’ this area as it is owned by the Parish Council, and not EHDC. Cllr Dipper also suggested the purchase of more prominent ‘No Dogs Allowed’ signs.

23.164 County and District Councillor reports – No report received.

23.165 Urgent Items not listed on the agenda (for inclusion at the next meeting) - None

### 23.166 Correspondence (for information only)

- **Consultation on new doctors surgery and 200 homes in Buntingford.** – All Councillors were encouraged to complete the survey and Cllr Saban agreed to complete the survey on behalf of the Council .

### 23.167 Matters for future agendas

- To examine papers held by the previous Clerk before considering committing to archive
- To consider report of unkept 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 28th November 2023, 7.30pm, in Norman Wodson Pavilion

**RESOLVED:** Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, press and public to be excluded due to the confidential nature of the business to be transacted under agenda item 23.144 and minuted under separate cover

Meeting closed at 9.55pm

Signed.....

Dated.....

**APPENDIX: PLANNING DECISIONS AND AWAITED NOTICES**

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

<b>PL/0326/23</b>	<b>Land adj to Ware Recycling Centre:</b> Temporary access (2 years) for construction traffic. <i>The Parish Council had no comments</i>		Unknown
<b>3/22/2406/FUL</b>	<b>Land North and East of Ware (Ware2):</b> Hybrid application <i>The Parish Council raised serious concerns</i>		Awaited
<b>3/22/1878/FUL</b>	<b>Youngsbury:</b> Erect extensions, internal alterations, etc <i>The Parish Council had no comments, but LBC regs to be observed</i>		Awaited
<b>3/23/1547/FUL</b>	<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
<b>PL/0343/23</b>	<b>Cemex Westmill Quarry</b> – variation Cllrs to peruse and return comments via the Chair		Unknown
<b>3/23/1207</b>	<b>Oakleys</b> -Steel framed building to spray vehicles <i>The Council had no Comment</i>		Awaited
<b>3/23/1428/HH</b>	<b>Hillcrest Bungalow</b> next to St John’s Church HX - Extension <i>The Parish Council objected to this application</i>		Awaited
<b>PL/0357/23 (CM0081)</b>	<b>Westmill Landfill</b> – construction and operation of solar farm and associated infrastructure <i>The Parish Council objected to this application</i>		Awaited
<b>3/23/1744/HH</b>	<b>Wheatsheaf Cottage 39 Cambridge Road</b> -Two Storey side and rear extension. <i>The Parish Council had no objection but did not wish to see a loss of parking space.</i>		Awaited

3/23/1888	<b>Quietways, 66 Cowards Lane</b> – Change of use of land from agricultural to residential <i>The Council had no objection</i>		Awaited
3/23/1911/HH	<b>Bourne House Cambridge Road Wadesmill</b> - Ground floor side extension, basement side extensions, rear infill extension, external steps, brick wall, metal balustrade, timber trellis, alterations to fenestration, alterations to land levels, creation of natural pool, resurfacing of parking court, replacement post and rail fencing to garden boundary and associated landscaping <i>The Council had no objection</i>		Awaited

<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
3/23/1450/PL	<b>Emine Café &amp; Stores – Premises license change to increase hours from 9am – 8pm with an additional 12 late closes per year until midnight for themed evenings.</b> <i>The Council had concerns regarding lack of parking, increased litter, potential antisocial behaviour, noise nuisance late at night with live music.</i>	Awaited