

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 (Chair), 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 18th June 2024 at 7.30pm in The Wodson Pavilion

Public and press are welcome to attend. 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. Public participation is NOT permitted except during the time designated for public comments.



Signed: Colin Marks, Clerk to Thundridge Parish Council

Date: 12th June 2024

AGENDA

24.105 To receive and approve apologies for absence

24.106 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.

24.107 1. To approve Draft Minutes of 21st May 2024 Annual Parish Council Meeting

2. To approve Draft Minutes of 21st May 2024 Ordinary Parish Council Meeting

3. Annual Meeting of the Parish Electorate: to receive draft if available

4. To update members on any item that will not be covered in the course of the meeting.

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.

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

24.109 To receive Police report and other police matters.

24.110 Ware Charities: To receive report from the Parish Council charity representative.

24.111 Planning

1. New applications

		Comment by
3/24/1012/HH	58 Ermine Street: Rear conservatory style extension	21 st June

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

1. To consider any late planning applications
2. Other planning matters:
 1. EHDC request for High Cross S106 possibilities:
To include Village Halls refurbishment
 2. 1. Further possible planning violation at property in Arthur Martin Leake Way
2. Possible planning violation in Poplar Close

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

24.112 Finance

1. Cashbook Accounts to 31st May
2. Bank reconciliation 31st May
3. 2023-24 Performance against budget 31st May
4. To consider payments list for approval

5. S106 Monies –
 1. Update on S106 funding and order for fencing and gates on Cold Christmas Lane.
 2. To consider additional quote on proposed allotments improvements.
6. Highfield Nursery debt repayment status
7. HCC annual lighting: Outstanding invoice payments on hold by agreement with EHC
 - Clerk to arrange meeting with HCC to establish ownership of the lamp posts in North Drive
8. Finance Report

9. Annual Governance and Accountability Return (AGAR) 2023/24

1. To note that for 2023/24 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.

Report Recommendations:

 - A) To consider the recommendation to switch to a sector specific accounting package.
 - D) To note recommendation to minute the level of General Reserves when setting the Budget.
 - E) To note recommendation to agree annually the allotment rent (even if unchanged).
 - F) To review the Asset Register and restate the AGAR 2023 line 9 in line with recommendation.
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 1 July – Friday 9 August 2023.**
10. To note the 1st July deadline for the 2023/24 AGAR to be submitted to PKF Littlejohn
11. To consider signing up for the HAPTC Internal Audit Service 2024-2025 (deadline 31st July)

24.113 To consider further options on defibrillator provision/ownership and maintenance

24.114 To consider Cuttlefish domain address change

24.115 Norman Wodson Pavilion

1. Update: Chair tubing inserts purchase and fitting
2. Arrange review of Pavilion defects for snagging and retention fee, including maintenance and care issues before Ofstrand meeting on 30th August
3. To receive Fire Risk Assessment report
4. Update on possible acquisition of additional land from RABI

24.116 Recreation areas:

1. To receive safety inspection report
2.
 1. To consider WLFC request to have a second container in the SW corner of the field
 2. New WLFC lease update

24.117 Allotments

1.
 1. 2024 tenancy update, including applications and any tenancy issues.
 2. Gate/access issues: update
 3. Plot 26 fence proposal: update
 4. To receive Working Group update
2. **Tenancy issue and course of action**
 1. Update on Zurich/DAS insurance claim
 2. Update on legal proceedings and CMC meeting:
(This may be considered under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, excluding press and public)

24.118 Highways, Footways, and Public Rights of Way (PRoW)

1. North Drive: to receive an update on resurfacing, broken drain cover and other matters
2.
 1. Update on Cllr David Andrews' grant for tidying up the unkempt area opposite the White Horse
 2. To consider pressing HCC to tidy up the area under their responsibility

24.119 Report of vermin infestation by Woodlands Road residents via SNG

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

24.120 County and District Councillor reports (if any received)

24.121 Update on examination of papers held by previous Clerk

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

24.123 Correspondence (for information only)

- SNG Housing Association: Vermin problem around Woodland Road (24.119)
- Parishioner: Letting and associated parking problems at AMLW
- Parliamentary researcher: Campaign to support improved safety of LI-ion batteries

24.124 Matters for future agendas

- North Drive:
 1. Update: Removal of lamp post W3
 2. Update: Ransom Strip boundary/road kerb installation when road resurfaced
- To add other matters raised

24.125 Date and venue of next Parish Council meeting: 7.30pm, Tuesday 23rd July, Wodson Pavilion

Other 2024 Ordinary Meetings: 17th September; 22nd October; 19th November

APPENDIX to 24.211.3: PLANNING DECISIONS AND AWAITED NOTICES

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

3/24/0608/HH	7 Eleanors Close: Detached front bike store. <i>The Parish Council objected to this application</i>	REFUSED
3/24/0501/HH	Bourne House, Wadesmill: Extensions and landscaping. <i>The Parish Council had no comments on this application.</i>	GRANTED
3/24/0587/HH 3/24/0588/LBC	Sawtrees Manor, Cold Christmas Lane. Replace existing single storey extension with new; Install flue for wood burner. <i>The Parish Council had no comments on this application.</i>	Awaited
3/24/0705/HH	8 Chestnut Grove: Erect a garden room (retrospective) <i>The Parish Council objected to this application</i>	GRANTED
3/25/0352/FUL	Land adj to Wellcroft, Wadesmill: Erect 3 three-bed dwellings <i>The Parish Council objected to this application</i>	Awaited
3/24/0284/OUT	Land West of High Road, High Cross: Up to 36 dwellings <i>The Parish Council objected to this application</i>	Awaited
3/24/0091/OUT	Land East of High Road High Cross: Up to 95 dwellings <i>The Parish Council objected to this application</i>	Awaited
3/23/0981/FUL	Land Off Poles Lane: Change of use from stables and paddock to C3 residential. Erection of 1 detached 5 bedroom dwelling with detached triple garage. LPA Appeal: 24/00032/REFUSE <i>The Parish Council objected to this application</i>	APPEALED
3/22/2406/FUL	Land North and East of Ware (Ware2): Hybrid application <i>The Parish Council raised serious concerns</i>	Awaited
PL/0343/23	Cemex Westmill Quarry – variation. <i>The Council had no Comment</i>	Unknown
Planning Enforcement notifications		
E/24/0032/ENF 3/24/0705/HH	8 Chestnut Grove: Erection of a residential accommodation not incidental to main dwelling.	GRANTED
E/24/0090/ENF	39 Arthur Martin Leake Way: Possible breach of condition 4 of 3/23/0109/HH use of garage as separate residential dwelling	Awaited