



# STANDON PARISH COUNCIL

## Minutes of the meeting held on Tuesday, 27<sup>th</sup> September in the Community Centre, Puckeridge, at 7.30pm

PRESENT: Cllr Richard Stacey (Chairman), Cllr Mark Acford, Cllr Ken Goodsell,  
Cllr Mrs Mary Wilkinson, Cllr Mrs Jan Graves, Cllr Ben Harris-Quinney

Belinda Irons: Clerk

PUBLIC: 14

11.216 Councillor apologies for absence: Cllr Colin Marks

11.217 Other Councillor absences: Cllr Mrs Graves

11.218 Declaration of Members' Interests (prejudicial/personal):

Cllr Stacey:	Employee of Herts County Council:	Personal interest
Cllr Acford:	Wife is Chairman of Standon & Puckeridge Community Centre:	Personal interest

11.219 Minutes of Previous Parish Council Meeting: 26<sup>th</sup> July 2011:

Minutes of the meeting held on the 26<sup>th</sup> July 2011 were distributed to Councillors via email for their consideration before the meeting.

**PROPOSAL: 'That the minutes be agreed as a true and correct record of the meeting'.**

PROPOSED: Cllr Cllr Mrs Willikinson, seconded Cllr Harris-Quinney. AGREED AND RESOLVED UNANIMOUSLY

11.220 Urgent matters not listed anywhere else on the agenda (for inclusion on the next agenda for full discussion): Parishioner email: trees in Park Lane & use of Community Centre toilets.

The trees will be added to the Highways Working Group meeting agenda.

Toilets in the Community Centre are for the use of the hirers, as they for part of the building. They are not a public toilet open for all.

11.221 PCSO Report:

I'd like to apologise for not being able to attend this months meeting, which has fallen on my rest day.

As one of the locality priorities, I have been monitoring Anti-Social Behaviour (ASB) over the summer holiday. Since 26<sup>th</sup> July there have been only 11 reports of ASB in the Puckeridge and Standon area.

Of these reports 4 are linked to off-road vehicles, one of which was seized for no insurance with the driver being reported for a number of traffic offences

1 report was with regards to youths and the Ice Cream Man – a significant improvement on previous years!

1 report was rowdy behaviour probably linked to persons leaving one of the Pubs late at night

The remaining calls were youth related and have been dealt with appropriately

W/c 5<sup>th</sup> September – a garage was reported to have been broken in to in St Mary's Road (near Stanelow Cres). It is believed that other garages had been targeted, but there have been no official reports to police.

If anybody has any information relating to this crime, please call 101

Herts Police are keen to encourage residents to review their security for both home and outbuildings such as garages and sheds

[www.herts.police.uk](http://www.herts.police.uk) does have a lot of valuable information about crime prevention, or feel free to contact me via email for advice

The second of my Community meetings was held on 22<sup>nd</sup> September.

I am currently looking at ways to improve attendance – hopefully these gathering can become successful and help to further strengthen the community spirit, provide more opportunities for crime prevention and safety advice

As ever, if you see any persons or vehicles that you feel are suspicious or have any incidents of anti-social behaviour to report, please contact us on the non-emergency telephone number – 101 – as soon as possible.

Remember; always use 999 in an emergency.

11.222 STANDon A120: Representatives report:

Mr Guy Pratt attended the meeting and provided an update on the resurfacing works which are due to commence on the 3<sup>rd</sup> October. Following advice STANon A120 are happy with the surface that Herts Highways are using. Mr Pratt advised the Parish Council that STANDon A120 would like to offer any assistance which may be required on the A120 issues.

The Chairman thanked Mr Pratt for his update and offer.

*Meeting suspended for*

Adjournment for Public Discussion: limited to 15 minutes

A parishioner suggested that the clerk contact EHDC prior to meetings to obtain up to date information on the planning portal, and ensure that plans would be available to view on line, particularly at the Planning Committee meetings. The parishioner also suggested that the Parish Council contact EHDC to request applicants supply an additional copy of the plans for the Parish Council use.

Electoral boundary changes: the current proposal splits Standon and Puckeridge, and would mean that the Parish would have two different MPs. A parishioner suggested the Parish Council produce a document explaining the implications for residents.

A resident queried the figures quoted in the Allotment Discussion Paper.

*Meeting resumed*

11.223 Chairman's Announcements:

Cllrs Arikans and Stacey attended the HAPTC 4 year vision course which was found to be very interesting.

11.224 Planning:

Planning Applications

3/11/1256/FP Planning application	Lower Wheeler, Rigery Lane, Colliers End Proposed loft conversion with rear dormer window. <i>No objection</i>
3/11/1328/FP Planning application	Stanmore, Wellpond Green Amendment to previously approved scheme ref 3/09/0679/FP for demolition of existing garage block and erection of garage and playroom with study at first floor. Alterations to provide a gym in lieu of playroom. <i>No objection</i>
3/11/1314/FP Planning application	74 High Street, Puckeridge Single storey rear extension: <i>No objection</i>
3/11/1219/FP Planning application	Corona. Barwick Lane, Barwick Proposed double garage with store/workshop: <i>No objection</i>
3/11/1220/FP Planning application	Corona. Barwick Lane, Barwick Conversion of existing garage to guest annex <i>No objection</i>
3/11/1405/FP Planning application	Wallace Land, Buntingford Road, Puckeridge Temporary access for construction for period of 6 months: <i>Letter sent requesting access be retained for the length of the contract</i>
3/11/1263/FP Planning application	Dowsetts Farm, Colliers End Freestanding solar PV installation: <i>No objection</i>
3/11/1495/FP Planning application	46 High Street, Standon 1 <sup>st</sup> floor extension, removal of chimney stack, insertion of 3 dormer windows to roof, insertion of 2 rooflights.: <i>Comment: gable end windows must be obscure glass</i>
3/11/1508/FP Planning application	The White Hart, High Street, Puckeridge Retrospective application for timber framed play equipment: <i>No objection</i>
3/11/1463/LC Conservation Area Application	46 High Street, Standon Removal of a chimney stack

3/11/1514/FP Planning application	10 Town Farm Crescent, Standon 1 <sup>st</sup> floor side extension: <i>No objection</i>
3/11/1587/FP Planning application	2 Southfields, Standon Single storey side and front extension: <i>No objection</i>
3/11/1620/FP Planning application	26 St John's, Puckeridge Erection of a glazed canopy: <i>No objection</i>

Planning Decisions

3/11/0714/FP Permission granted	7 Fishers Mead, Puckeridge 2 storey side and rear extensions, single storey rear extension
3/11/0754/FP Permission granted	12 South Road, Puckeridge Single storey front extension
3/11/075/LB Listed building permission granted	The Old Farmhouse, St Edmunds College Conversion to Estate Manager's Office: various internal and external alterations
3/11/0699/FP Permission granted	Hazelwood, Bromley Lane, Wellpond Green 2 storey gym building, therapy area, planting
3/11/0822/FP Permission granted	Buffalos Head, Cambridge Road, Puckeridge 2 storey single storey and first floor rear extension including pitched roof to replace flat roof. <i>No objection</i>
3/11/0924/FP Decision awaited	Tollsworth Way Caravan Site, Puckeridge Erection of 25 residential units & associated car parking, access, amenity land & landscaping
3/11/0523/FP Permission granted	Dunstan House, Half Acres, Stortford Road, Standon: Patio doors to side elevation
3/11/1004/FP Permission granted	5 Orchard Drive, Standon Single storey rear extension
3/11/1063/FP Decision awaited	2, Hammarsfield Close, Standon Proposed Porch Extension
3/11/1040/FP Decision awaited	The White Cottage, Latchford Demolition of existing conservatory and extension and erection of a replacement two storey extension
3/11/1039/FP Decision awaited	The White Cottage, Latchford Demolition of an existing two storey extension and erection of a replacement two storey extension
3/11/1161/FP Decision awaited	22 Southfields, Standon Single and two storey side extension

APPEALS

App/J1915/A/11/2153815/NWF	Agricultural workshop and farm office Dowsetts Farm, Dowsetts Lane. Colliers End.
3/10/1692/FP; 3/10/1688/CL; 3/10/1691/CL Under Appeal APP/J1915/A/11/2152982/NWF	The White Cottage, Latchford Demolition of existing dwelling and erection of replacement dwelling. Raising roof ridge line of

Informal Hearing: 26/10/2011. 10am. Wallfields.	existing garage with alternations and use as an annexe.
3/11/0173/FP Under Appeal	Barn Cottage, Mill End, Standon Front dormer window

**EHDC Strategic Land Availability Assessment Partnership:**

The clerk explained that the Partnership was designed to assess whether a site suggested as suitable for development by the landowner under the EHDC 'Call for Sites' process, would be suitable for development, not that it would or should be developed. The clerk commented that she believed the process was somewhat hampered by the lack of information and criteria guidance available from EHDC officers, such as the results of the Core Strategy consultation and parish comments from the Call for Sites consultation.

The Call for Sites maps were displayed for the meeting on the VA system.

Colliers End had a significant amount of land put forward by landowners for development.

This item will be kept on the Planning Committee agenda for future discussion.

The clerk also reported on the National Association of Local Councils conference which she attended in London. Neighbourhood Plans will allow a parish or town to decide where the allocation of housing and development decided by the Planning Authority will go. Neighbourhood Plans cannot be used to limit or stop development.

The draft National Planning Policy Framework document is currently under consultation to the 17<sup>th</sup> October 2011. Please see: [www.communities.gov.uk/planningandbuilding](http://www.communities.gov.uk/planningandbuilding)

The document states that there is a presumption in favour of development throughout.

**11.225 Finance: Itemised Payments will be shown on a separate Appendix**

Finance Summary:	Balance Brought Forward:	£68,397.29
	Plus Income	£33,550.00
	Less Payments	£9,134.44
(less Ring Fenced:		
Community Led Plan	£473.05	
Play Equipment	£6,936.94	
Jubilee Trust Fund	£1,785.87	
Locality Budget Grant	£3,550.00	£12,745.86
	Total available to Council	£80,066.99

**PROPOSAL: 'That the monthly accounts be approved, and payments be authorised'.**

PROPOSED: Cllr Lang, seconded Cllr Acford. AGREED AND RESOLVED UNANIMOUSLY

Bank Signatories: bank accounts: update  
Cllr Arikans needs to be added as a signatory.

**11.226 Highways Issues:**

Minutes of the Highways Meeting: 5<sup>th</sup> September 2011: accepted  
HCC Highways waiting restrictions: A120: Kents Lane, South Road, Barwick Lane, Tollesworth Way have all been agreed by HCC.  
South Road/Station Road junction: Tree Preservation Order: update: ongoing  
Circle Anglia update: ongoing. **ACTION: CLERK**

Memorial Bench: Dowsetts Lane: update:  
Cllr Lang stated that Herts Highways do not require a full concrete base to be laid. The bench needs to be securely affixed to the site. Cllr Lang is in discussion with the family. Ongoing.

**ACTION: CLLR LANG**

Wallace Land: naming of development: 'Clements Close' confirmed

11.227 Community Centre:

Minutes of the meeting: accepted.

Scaffold poles: this item will be referred to the Community Centre with a new suggestion on how they could be installed

No entry signs: the signs were refitted, but have subsequently been knocked down again. For referral to the PCSO

Fallen leaves: A parishioner has pointed out that falling leaves may be problematic in the winter months. Councillors took the view that trees shed leaves in the autumn wherever they area, and that no special action needs to be taken.

11.228 Standon Village Hall:

Minutes of the Standon Village Hall Committee: accepted.

The Chairman stated that he is now a trustee of the Village Hall.

11.229 Playing Field, Playground and green spaces:

Cricket Square: update:

The cricket square has not been fully reinstated and part of the reinstated area has slumped. The clerk will contact the Cricket Club again.

**ACTION: CLERK**

Playground Inspection: update: equipment is satisfactory

Play Equipment Replacement Programme:

A new roundabout is to be fitted in the near future.

Many thanks are offered to the Fireworks Committee, and Cllrs Pitman and Andrews for their generous donations towards new equipment.

A working committee is to be formed to organise a Community Action Day to work on the playground. Local groups will be contacted for volunteer help. It is hoped that provision of a barbeque will help make the event more sociable.

**ACTION: CLLRS ACFORD & MARKS**

Dog Fouling: update:

The dog bins have been repositioned and it is hoped that this will help people fulfil their duty of care on the field and the surrounding area.

EHDC has not yet installed the replacement bin outside the doctor's surgery. The clerk will chase this issue.

**ACTION: CLERK**

Burrs Meadow: Request for use for High Street parking:

Following extensive discussion, Councillors agreed that the meadow forms an important green recreation area in the Conservation Area which cannot be compromised. Whilst Councillors understood the issues surrounding car parking in the High Street, Standon, the

same issues are compounded across Standon and Puckeridge. Cllr Stacey will speak with the parishioners to ascertain their needs, and seek an alternative resolution.

**PROPOSAL: 'That Burrs Meadow be retained for recreational activities and as an important green space in the Conservation Area'.** PROPOSED: Cllr Lang, seconded Cllr Mrs Wilkinson. AGREED AND RESOLVED UNANIMOUSLY. **ACTION: CLLR STACEY**

#### 11.230 Allotments:

Weed clearance:

Concern was expressed that the weed clearance had resulted in a less than desirable outcome, with some trees damaged by the flail cutter, and the wooden markers delineating allotment perimeters destroyed. The clerk will speak with the contractor.

Allotment Discussion Paper: Cllr Acford

The Paper was read to the meeting. The proposal suggested the Allotment holders form a self-governing committee, possibly affiliating to a professional body such as the National Association of Allotment and Leisure Gardeners. The committee would then be financially independent from the Parish Council. The only provision would be that sufficient funds be available to pay the land rental from Standon Charities. Rental rates would be set by the Committee, not the Parish Council. A bank account would be required.

Standing Orders were suspended, and the meeting was opened for public discussion.

*Meeting suspended:*

Parishioners present made the following comments:

The financial information in the Discussion Paper was not detailed enough to allow a comparison to be made between capital and maintenance costs.

If rents are increased significantly, allotment holders may give up their plots which would mean less income was received.

Many repairs are carried out by allotment holders, rather than charge the Parish Council.

The planned increase for land rental from Standon Charities was a very significant. Could the Parish Council investigate if this would be an annual charge.

The Chairman asked for a show of hands from Allotment holders present, if they would like to form a self-governing committee: seven for.

The chairman then asked for a show of hands for those wishing for the allotments to be run by the Parish Council: none.

*Meeting resumed:*

Cllr Goodsell commented that whilst every effort should be made to cover the running costs, the Parish Council would not want empty plots.

Cllr Harris-Quinney commented that capital and variable costs needed to be taken into consideration. The Parish Council would need to increase the rental costs to recoup some of the expenditure.

Cllr Acford will investigate the land rental charge with Standon Charities. He commented that he would prefer any profits from allotment rents to be held by a self-governing committee rather than the Parish Council.  
Cllr Stacey recommended the discussion paper to be taken to the Allotment Working Group.

**ACTION: CLLR MRS WILKINSON**

Community orchard: discussion:  
Three Village Eco Group has provided some costs relating to the Braughing community orchard. Further information is required. The clerk will contact 3 VEG to obtain further information.

**ACTION: CLERK**

11.231 Community Led Plan:

Final draft: Printing quotes: decision  
Cllr Lang present three quotes to the meeting.

**PROPOSAL: 'That Standon Parish Council herewith agree to appoint Herts Display as the publishers of the Standon Community Led Plan at a cost of £1,203.60 (One thousand, two hundred and three pounds and 60 pence) for A5 size.'** PROPOSED: Cllr Mrs Wilkinson, seconded Cllr Cowell. AGREED AND RESOLVED UNANIMOUSLY.

Cllr Lang will proceed with printing.

**ACTION: CLLR LANG**

Distribution: discussion  
Cllr Lang advised that PS News had been contacted but costs had not yet been discussed. Alternative methods may be available through parish community groups such as the Scouts, or the church for a donation to the group delivering. Councillors may also volunteer. Cllr Cowell suggested the Probation Service may be approached.

**ACTION: CLLRS LANG & COWELL**

*(Cllr Harris-Quinney left the meeting at 9.20pm)*

11.232 Litter Agency:

Litter bin emptying: Return of contract to EHDC: decision:  
The Parish Council has the opportunity to return the litter bin emptying contract to EHDC. Following discussion, councillors agreed that this would remove responsibility from the Parish Council, and return it to EHDC. This would enable any parishioner the opportunity to express their view directly to EHDC if the need arose.

**PROPOSAL: 'That Standon Parish Council herewith agree to return the litter bin emptying contract to East Herts District Council Environmental Services Department'.** PROPOSED: Cllr Mrs Wilkinson, seconded Cllr Acford. AGREED AND RESOLVED UNANIMOUSLY.

**ACTION: CLERK**

11.233 Bowls Club: meeting to be arranged

Councillors agreed that Cllr Marks would be most suitable to arrange and attend a meeting.

**ACTION: CLLR MARKS**

Tennis Club:

The Tennis Club were congratulated on providing free tennis lessons across the summer for youngsters which was funded by Herts County Councillor Andrews. This has been very well received and the Parish Council offered a vote of thanks to the Tennis Club for their efforts to positively engage with the community, and thanks to Cllr Andrews for his very generous financial support.

The Tennis Club has also made application for grant funding to renew the court fencing, and the Parish Council wishes them every success.

11.234 Telephone boxes: update:

All telephone boxes now have working telephones.

BT has installed a new phone in Station Road, so this cannot now be used as a notice board.

The Standon High Street, and Station Road, Puckeridge boxes have been repainted and look very smart. The South Road, Standon, box has not yet been painted. The clerk will seek action on this.

**ACTION: CLERK**

11.235 Fairtrade Village: Update:

Cllr Lang advised the meeting that Braughing had not received the response they required to move Braughing forward as a Fairtrade village. Standon will proceed their application through the Three Villages Eco Group.

11.236 P3 Update: not available

11.237 Maintenance of PC Furniture: notice boards:

New notice boards have been erected at the South Road/Station Road junction, and at Barwick. Slight modification is required before they can be used.

11.238 Standon Charities: Update: not available

11.239 Huntsman's Close: overgrowth of shrubbery:

Cllr Lang suggested reducing the height of the shrubbery significantly to increase legitimate use. The clerk will speak with the contractor.

**ACTION: CLERK**

Litter: Cllr Acford has removed the bulk of the litter.

Untaxed vehicles: The Police have advised that information on ownership can now be supplied to the Parish Council.

11.240 Removal of the Baby Clinic from the Doctor's Surgery:

The NHS has confirmed that there is no intention to remove the baby clinic from the Doctors surgery. The nurses will be based in Ware.

11.241 NHS Lloyds Pharmacy: decision

Confirmation has been received that the NHS refused the Lloyds Pharmacy application, and no appeal has been lodged within the required timescale.

11.242 Central Government Proposed Boundary Changes:

Cllr Stacey reported that the proposed changes would mean that the Parish would be split along the A120, with Standon village on the south side of the A120 being moved into Bishops Stortford and Hertford, whilst the north of the Parish would be in Letchworth. This would mean the Parish Council would have to correspond with two MPs, which could prove problematic should each MP be in opposing Parliamentary parties.

**PROPOSAL: 'That Standon Parish Council herewith object to the proposed boundary change which would split the parish. The Parish Council will write to object, and will request the parish remains in the rural Letchworth district'.** PROPOSED: Cllr Stacey from the Chair. Carried: five Councillors in favour, two against. AGREED AND CARRIED FIVE VOTES TO TWO.

The link to the web site is

[www.consultation.boundarycommissionforengland.independent.gov.uk](http://www.consultation.boundarycommissionforengland.independent.gov.uk)

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11.243 Correspondence:

Mr J Ingham	Expenses payment required: Referred to the Finance Committee
EHDC	Parking enforcement criteria: Referred to Mr Rainbird for a considered view on the response to the Parish Council letter.
NHS	Lloyds pharmacy: decision: see item 11.241 above

Email:

Herts County Council Superfast broadband: consultation:  
consultation period too short to make a considered response.

11.244 Items for future agenda:

Removal of Parish Wards  
Grants Awards Policy  
Quality Council application:  
Tender Contract & Specifications for Mowing and Litter  
Community Growing Initiative

11.245 Dates of Next Meetings:

Planning Committee:	11 <sup>th</sup> October 2011 (if plans to discuss)
Agenda Meeting:	11 <sup>th</sup> October
Highways Meeting:	Monday, 7 <sup>th</sup> November 2011
Standon Village Hall Committee:	2011
Standon & Puckeridge Community Centre:	2011
<u>Parish Council Meetings:</u>	

25<sup>th</sup> October                      22<sup>nd</sup> November.

**AGENDA AND MINUTES AVAILABLE VIA EMAIL FROM THE CLERK FREE OF CHARGE**