

ST. IPPOLYTS PARISH COUNCIL

Minutes of St. Ippolyts Parish Council held on Monday 14th June 2021 at St Ippolyts Parish Hall.

Welcome to the Meeting of St Ippolyts Parish Council.

ATTENDANCE DETAILS

Cllrs. Mrs Pamela Skeggs (Chairman), Mrs Rebecca Elliott, Mr Peter Hobson, and Mr Robert Moore.

In attendance: Six members of the public with the clerk Mrs S.L. Mears.

Also, present: HCC Cllr Mr Paul Clarke and NHDC Cllr Mrs Claire Strong.

1. APOLOGIES FOR ABSENCE

None received.

2. CHAIRMAN'S ANNOUNCEMENTS

Members are reminded that any declarations of interest in respect of any business set out in the agenda should be declared.

3. MINUTES OF PREVIOUS MEETING

Copies of the Minutes of the meeting held on Monday 10th May 2021 have been circulated to each member of the Council.

Resolved. The minutes be approved as a true and accurate record of the procedures and be duly signed by the Chairman.

4. PUBLIC PARTICIPATION

Residents discussed implications of NHDC Proposed Local Plan. Land west of Stevenage discussed. Resident referred to housing numbers and sites. Cllr Mrs Strong advised Proposed Local Plan with inspector. Cllr Mrs Skeggs discussed the three housing sites and results from the Parish Council resident questionnaire.

SI2 housing numbers reduced 24 to 12, Parish Council objected, HT2 67 to 84, Parish Council raising concerns and comments. SI1 site size and housing number reduced 72 to 40, Parish Council objected to additional increase, all sites currently in greenbelt. Cllr Mr Moore referred to planning application open for discussion, modification, feedback from comments and objections identified. Resident advised communication and engagement is needed. Cllr Mr Clark discussed greenbelt and adoption of Local Plan. Resident discussed combined increase in traffic and air pollution. Cllr Mr Clark discussed Community Infrastructure Levy.

Resolved. Clerk to provide HCC Lead Local Flood Authority details to resident to discuss concerns and email NHDC Planning Officer Andrew Hunter for update on SI1.

5. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS, POLICE AND OTHERS

Councillors referred to NHDC annual meeting was non virtual. Cllr Mrs Strong discussed Local Plan with inspector not NHDC. Cllr Mr Clark to attend Development Control Committee and Highways meetings and discussed issues to be addressed. Cllr Mr Clark referred to Consultation on Covid disabled access in Hitchin Town Centre.

6. CLERK'S REPORT

Access onto driveway to recreation ground for development in Orchard Close, Licence and plan agreed sent to contractor for signing, copy received with comments. Developer commented completion could be sooner than December as previously agreed.

Resolved Clerk to countersign and return.

Rowan Grove, clerk advised resident, boundary fence at own cost. Contractor advised shrub removal to take place in the autumn, resident informed and agreed.

Clerk circulated highways issues reported from Cllr Mr Thake to Mr Henning (Highways); Maydencroft Lane utilities work resulting in bank destruction, flooding risks and speeding concerns Waterdell Lane.

Email from resident regarding fitness classes previously agreed, requesting an increase in group size to maximum of 10. Agreed by councillors, providing the activities are Covid safe.

ST. IPPOLYTS PARISH COUNCIL

Grass cutting at recreation ground and Rowan Grove requested by residents. Contractor carried out. Clerk reported Rowan Grove litter bin needing emptying.

Resident email including photos and video footage regarding inappropriate parking near St Ippolyts School circulated. On-going issue is a NHDC parking enforcement matter.

Resolved. Clerk to contact NHDC Parking Enforcement Officer. parking.enforcement@north.herts.gov.uk

Resident emailed newspaper cutting regarding Goods Vehicle Operators Licence Rush Green with question over vehicle movements. Cllr Mr Clark to attend meeting to discuss traffic issues.

2021 Profile of Parish Council updated and published.

St Ippolyts Football Club requested a further copy of the agreement. Rent due next month.

Resolved clerk to send invoice.

7. UPDATE ON ON-GOING MATTERS AND AGREE NEXT ACTIONS

a) Chairman's update.

Attended CDA Halls Meeting Wednesday 26 May.

Protocol for Public Participation circulated.

Resolved Agreed by councillors

b) Consultations

Proposed NHDC Local Plan 2011 – 2031 Further Proposed Main Modifications.

This follows the further examination hearing sessions held between November 2020 and February 2021.

Responses to any other documents will not be accepted.

Resolved Councillors reviewed and agreed no comment as no inconsistencies.

Application for a Neighbourhood Planning Forum and Neighbourhood Planning Area Designation:

Charlton (part of the unparished area of Hitchin)

Resolved Councillors agreed to support this application.

Stevenage Borough Council Brownfield Register 2020/21. Cllr Mr Moore reviewed and advised no further comments to be made.

Affinity Water draft Drought Plan Public Consultation ending 30 July 2021. To be reviewed.

c) Co-option of four Parish Councillors for North and South Wards

The Chairman welcomed and invited candidates in alphabetical order, to give a three-minute presentation. Clerk circulated presentation from two candidates unable to attend Louisa Knapp and Jane Lintott in attendance. Candidates explained their connection to the parish, experience, and interest in becoming a parish councillor.

Resolved. It was agreed Daryl Hayler and Jon Marsh were co-opted to the Parish Council to represent North Ward, Louisa Knapp and Jane Lintott were co-opted to the Parish Council to represent South Ward.

d) Maintenance and repairs

Ash Drive reported overgrown trees land rear of property number 5, Contractor inspection advised trees raise no concerns, resident informed. No action required on further tree in this location following contractor assessment.

New litter bin at Rowan Grove installed. Clerk emailed Gareth Towson at John O Conner regarding renewing 3-year litter bin emptying agreement.

e) Parish Council Action Plan

Chairman circulated draft and referred to need to have Environment Policy.

Resolved Agreed by Councillors.

ST. IPPOLYTS PARISH COUNCIL

f) LGA Model Code of Conduct

Clerk attended training 7th June. LGA are recommending adoption of the Code of Conduct as an agreed set of rules. Session included presentation, discussed scenarios and declarations of interest. Presentation and scenarios circulated to councillors to review; training can be provided. Social media protocols on HAPTC website to be forwarded to cllrs. NHDC have adopted Code and Monitoring Officer emailed updated register of interest forms, clerk to link parish council website to details on NHDC page.

Resolved It was agreed to adopt LGA Code of Conduct, clerk to email NHDC confirmation.

g) Inaugural Liaison Committee Meeting, ready mix concrete plant

Cllrs Mr Hobson, Mrs Elliott, and a resident representative from the parish attended meeting 19th May. Cllr Mrs Elliott chaired the meeting. Graeme King circulated draft minutes to attendees from NHDC and representatives from Codicote Parish Council and Langley Parish Meeting. Next meeting 3 months time to discuss data, additional notes from this meeting to be included on next meeting minutes.

h) Play areas, equipment and pavilion visual inspection

The visual inspection book was not signed at this meeting and will be updated and circulated.

Following Government Coronavirus Covid-19 guidance play equipment and open spaces are open, signage advising use and social distancing measures, due diligence taking place.

8. PLANNING

a) Planning Applications

21/01426/FP at 4 Tall Trees, St Ippolyts. First floor front extension over existing ground floor.

Resolved It was agreed between meetings to raise concerns on proximity of large extension and location of the bathroom window.

21/00434/HYA at Land North of Pound Farm Hybrid application for a residential development to provide a total of up to 84 dwellings together with associated access from London Road, including provision of a roundabout, associated parking, landscaping, open space and ancillary works comprising: Phase 1 - Application for full planning permission for the erection of 36 dwellings; Subsequent Phases - Application for outline planning permission all matters reserved except for access on the remaining part of the site for the erection of up to 48 dwellings. Extension of time given by Tom Rea NHDC.

Resolved Draft response to be circulated to councillors.

21/01535/FP at Vicars Grove Pit, Little Almshoe Road, St Ippolyts. Land restoration of former quarry and construction of agricultural buildings for the production of food.

Resolved Request for extension of time agreed.

21/01540/FP at 4 The Crescent, St Ippolyts. Part two storey, part single storey rear extension.

Resolved It was agreed between meetings there was no objection.

21/01565/FP at 45 Waterdell Lane, St Ippolyts. convert existing hipped roof to a gable end and insertion of no.2 dormer windows to existing front elevation roof slope. Remove existing side elevation (loft) window and erection of small orangery style extension to the rear elevation.

Resolved Councillors to review.

21/01691/FP at Maydencroft Manor, Maydencroft Lane, Gosmore. Erection of two detached cattle sheds and relocation of existing access point off Maydencroft Lane including provision of hardstanding from the new access point leading to the existing parking area and permeable surfacing (recycled plastic geogrid) to the existing yard area and landscaping following the demolition of two existing cattle sheds and the partial demolition of one existing cattle shed.

Resolved It was agreed there was no objection.

21/01734/FP at Gosmore End Nursing Home, Hitchin Road, Gosmore. Erection of 60-bed Care Home including associated communal spaces, back of house and service areas, car and cycle parking, landscaping, and planting following demolition of existing vacant Care Home.

Resolved It was agreed to review.

ST. IPPOLYTS PARISH COUNCIL

b) NHDC Planning Decisions

21/00936/FP at Thistley End, Thistley Lane, Gosmore. Extension of existing barn to form ancillary home cinema, games room and gym including link corridor to main dwelling following demolition of demolition of stables. CP 12.05.21.

20/03026/S73 at Pound Farm, London Road, St Ippolyts. Detached garage and tennis court with perimeter fencing - Section 73 application variation of condition 2 of planning permission 14/00934/1HH granted 04/06/2014 relocation of tennis court, amended plans A04-2075-01 and A04-2075-02. Refused 27.05.21.

20/03027/FP at Pound Farm, London Road, St Ippolyts. Installation of concrete ring beam to anchor seasonal airdome over an existing tennis court. Refused. 27.05.21

21/00682/FPH at 96 Waterdell Lane, St Ippolyts. Detached timber framed rear garden gazebo. CP 27.05.21

21/01036/FPH at Rosedale, Maydencroft Lane, Gosmore. Erection of detached outbuilding for use as a home gym following demolition of existing detached shed (as amended by plan received 27/05/21). CP 27.05.21.

21/00877/FP at Kingshott School, Stevenage Road, Hitchin. Replacement swimming pool cover. CP 03.06.21.

21/01169/FPH at 85 Waterdell Lane, St Ippolyts. Two storey rear extension with balcony, raise existing roof ridge height and insert rooflights to existing front and side elevation roofslopes to facilitate conversion of loftspace into habitable accommodation following demolition of existing rear detached garage and shed. CP 03.06.21.

21/00458/FPH at 5 Orchard Close, St Ippolyts. Single storey side extension and insertion of rear elevation rooflights (as amended by plans received 08/06/21). CP 09.06.21

21/01426/FPH at 4 Tall Trees, St Ippolyts. 21/01426/FPH First floor front extension over existing ground floor. Refused. 10.06.21.

9. FINANCE

a) Payments and Receipts

The following payments were requested:-

- a) £11.99 (inc. £2.00 VAT) from Zen Internet Ltd (office back up 08.05.21-07.06.21)
- b) £11.99 (inc. £2.00 VAT) from Zen Internet Ltd (office back up 08.06.21-07.07.21)
- c) £943.34 (inc. £157.22 VAT) from John O Conner (supply, fit new litter bin and remove old)
- d) £360.00 (Inc. £60.00 VAT) from Royal Mail Group Ltd (PO Box renewal fee)
- e) £30.00 from HAPTC (Code of Conduct briefing)
- f) £5.20 from Clerk (Travel Allowance)
- g) £27.38 (inc. £2.40 VAT) from clerk (Admin-ink cartridge and Zoom fee)
- h) £44.34 (inc £7.39 VAT) from Talk Talk (June phone and broadband)
- i) £620.48 from Clerk (June Salary)

Resolved. The total payment of £2054.72 was approved.

The following deposited to the bank: -

- a) £10.00 St Ippolyts Bowls Club (rent)
- b) £50.00 Rainmakers International Folk Dancing Group (rental for Gosmore Green 2020 and 2021)

b) Orders and Quotations

Quote agreed and order placed for play area signage with contact details for three sites. £240.00 per sign exc VAT. Aluminium with green vinyl and aluminium post including installation.

Order placed with Clements Play Management for painting equipment, including additional items as agreed.

ST. IPPOLYTS PARISH COUNCIL

c) Audit 2020-2021

Internal audit carried out 26th May. Mr Chapman inspected and signed off the audit and happy with reporting procedure. Councillors received a full set of documentation. Cllr Mrs Skeggs to sign supporting notes.

Resolved. The audit was approved at this meeting for the purpose of submission to the External Auditors.

d) Bank signatories

On-line forms completed, clerk waiting for confirmation by bank letter.

10. DATES OF MEETINGS

The next meeting will be the Parish Council Meeting to be held on Monday 12th July 2021 at **7:30pm** at the Parish Hall.

Meeting dates for 2021 agreed as follows:-

Mondays of 13th September, 11th October, 15th November at 7.30pm.

The Chairman thanked everyone for attending and closed the meeting at 9.27pm.