

ST. IPPOLYTS PARISH COUNCIL

Minutes of St. Ippolyts Parish Council held on Monday 12th July 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 Daryl Hayler MBE, Mrs Louisa Knapp, Mrs Jane Lintott and Mr Jon Marsh.

In attendance: One member of the public with clerk Mrs S.L. Mears.

Also, present: HCC & NHDC Cllrs Mr Richard Thake, Mr Barnard, and Mr Paul Clark and NHDC Cllr Dr Simon Harwood.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs. Mr Peter Hobson, Mr Robert Moore and NHDC Cllr Mrs Fay Frost.

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 14th June 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

A resident attended to discuss the Parish Council Annual magazine, see item 7c).

Cllr Mrs Knapp referred to resident email received regarding garage sale event.

Resolved Councillors agreed to publicise the event on Parish Council website.

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

Cllr Mr Thake thanked councillors and residents for their support. Congratulations were given to new councillors and thanks for departing councillors. There is a new chair of governors at St Ippolyts School Elizabeth Luxley. A discussion on funding for schools, place provision and an increase in numbers when Local Plan adopted took place.

Resolved. It was agreed Cllr Mrs Skeggs to start discussions with St Ippolyts School.

Cllr Mr Thake discussed Speed Indicator Device (SID) on London Road required further repairs. Clerk to be advised of new point of contact at Highways. Road conditions and lack of speed control on London Road discussed. Proposed footpath from Glyfada development to Hitchin still in discussions.

A discussion on Community Infrastructure Levy (CIL) and S106 took place, there can be no CIL until adoption of Local Plan.

Cllr Mr Barnard discussed purchase of two police mobile camera vans; their presence can be requested. Increase in new Police Officers, PCSO's face pressure in not having authority on rural crimes such as fly tipping.

New Southern Rural Committee Chairman Cllr Mrs Fay Frost

Cllr Dr Harwood advised Breedon site in construction. Cllr Mr Barnard discussed pressure on road edges and speed limits. Cllr Mr Paul Clark discussed HGV numbers when site operating and weight limit restrictions in other areas.

Cllr Mrs Elliott advised statistics to be produced from Breedon site.

Cllr Mr Thake discussed adoption of Local Plan and implications if there is no Local Plan.

6. CLERK'S REPORT

New councillor induction included a tour of the parish with Cllr Mrs Skeggs and the clerk. Email set up details sent to councillors, the parish council email address must be used.

Access onto driveway to recreation ground for development in Orchard Close licence countersigned by clerk and returned.

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Rowan Grove boundary with number 6; Contractor attended site and photo's circulated, Cllr Mrs Skeggs and clerk viewed site and agreed sufficient cutback had taken place but will request removal of shrub stumps and area flattened.

Resolved. Clerk to contact resident to arrange marking out the boundary with Cllr Mrs Skeggs.

Letter Bow Row; Developer has been emailed to ensure grounds maintenance contractor can resume grass cutting Gosmore Village Green. Cllr Mr Moore circulated an email regarding access to Gosmore Village Green and water pipe at the side of property number one. Cllr Mrs Skeggs circulated an email property frontage previously open, and rear did have a gate. Resident copied Parish Council into an email to NHDC Planning Control and Environmental Health regarding contaminants at rear of properties.

Resolved. Clerk to advise resident no photographs of private land are held by Parish Council.

Inappropriate parking near St Ippolyts School, clerk contacted NHDC Parking Enforcement Officer. parking.enforcement@north.herts.gov.uk

Protocols for Public Participation published. NHDC Monitoring Officer received confirmation Parish Council have adopted LGA Code of Conduct as adopted by NHDC, clerk to forward to councillors. Clerk emailed Came & Co regarding councillor insurance.

St Ippolyts Football Club; invoice for rent now due sent to club. Clerk to obtain keys for new padlock at Pavilion. St Ippolyts Football Club emailed a request to sublet Pitch and Pavilion to Hitchin Town FC Youth Team. Clerk obtained information from solicitor advising an agreement would need to be drawn up by SIFC by a solicitor, Foreman Laws would act on behalf of Parish Council to consent to the licence to occupy. This information was circulated to Andrew Parsons, secretary to SIFC. The request by Hitchin Town Youth Football Club was also sent to Parish Council. Clerk replied to SIFC to relay information to HTFC, as agreement would be drawn up by SIFC not HTFC.

Clerk reported Rowan Grove litter bin needing emptying, this should be twice monthly. Fence partly down at Pound Fields site next to parish council open space.

Resolved. Clerk to report to Robert Parker, Osprey Homes.

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

a) Chairman's update.

Resident email received regarding rear of 56-64 Waterdell Lane, requesting tidy up of shrubs on recreation ground. Looked at area with clerk some land is in Townsend Place, Stonegate to be contacted and plan to meet contractor on site. Footpath from Waterdell Lane overgrown in places Settle to be contacted.

Resolved. Clerk to contact Contractor, Stonegate, and Settle.

Sent new councillors Good councillor guide pdf.

Met Karyn Haddon photographer to show her round St Ippolyts village as The Comet are planning 'Village of the Week', also asked about including Gosmore village.

Attended St Ippolyts Parish Hall management meeting.

b) Consultations

Affinity Water draft Drought Plan Public Consultation ending 30.07.21.

Resolved. Clerk to add Parish Council website.

Stevenage Borough Council - Stevenage Connection Area Action Plan. Deadline 05.09.21

c) Parish Council Annual Magazine

A resident and councillors discussed the Autumn Annual Parish Council magazine. A discussion on content including photographs took place. Contact details for NHDC/HCC Cllrs to be included. Cllr Dr Harwood to contact clerk with "useful numbers for services" sheet.

Resolved. Councillors agreed to resident assistance in producing the Parish Council Annual magazine. Deadline 24th September agreed. Sponsorship fee agreed £65.00, Cllr Mrs Elliott to assist with finding sponsors. Clerk to forward 2020 poster.

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d) Maintenance and repairs

There was none.

e) Play areas, equipment and pavilion visual inspection

The visual inspection book was not signed at this meeting. Updated list circulated to councillors. Clerk circulated guidance on councillor weekly inspections, including a weekly checklist.

Resolved. Cllr Mr Hayler agreed to review procedures and report back.

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

21/00434/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 Planning Officer Tom Rea. Draft response circulated to councillors, further comments discussed.

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 It was agreed between meetings there was no objection to this planning application.

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 between meetings there was no objection to this planning application.

HCC PL/0211/21 Proposed restoration of former quarry at Vicars Grove Pit, Little Almshoe Lane, St Ippolyts.

Resolved It was agreed at this meeting there was no objection.

21/01565/FPH 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 roofslope. Remove existing side elevation (loft) window and erection of small orangery style extension to the rear elevation.

Resolved It was agreed to object to the 2nd floor dormer, the other aspects of this application were supported.

21/01768/FPH at The Barn, Preston Road, Gosmore. Erection of detached two storey double garage and attached outbuilding.

Resolved It was agreed at this meeting there was no objection.

21/01892/FPH and 21/01893/LBC at 61 London Road, St Ippolyts. Erection of hot tub gazebo and insertion of glazed screen to existing barn door openings on barn A.

Resolved It was agreed at this meeting there was no objection.

21/01961/FPH at 8 Broadmeadow Ride, St Ippolyts. Erection of attached single storey side elevation workshop.

Resolved It was agreed at this meeting there was no objection.

21/02001/FPH at 5 Maydencroft Gardens, Gosmore. Erection of detached timber clad garden shed.

Resolved It was agreed at this meeting there was no objection.

b) NHDC Planning Decisions

21/00966/FPH at The Barns London Road St Ippolyts. Part two storey and part first floor front extension and two storey rear extension following demolition of existing terrace area. (Amended description and amended plans received 16/06/21). CP 23/06/21.

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21/01904/HCC at Vicars Grove Pit Little Almshoe Road St Ippolyts. The land restoration of former quarry and construction of new agricultural buildings for the production of food. NORTH HERTS DISTRICT COUNCIL: CONSULTEE ONLY. No objection 07/07/21.

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. CP 07/07/21.

9. FINANCE

a) Payments and Receipts

The following payments were requested:-

- a) £30.00 (inc. £5 nett VAT) from John O Conner (litter bin emptying April as shown on bank statement)
- b) £30.00 (inc. £5 nett VAT) from John O Conner (litter bin emptying May as shown on bank statement)
- c) £11.99 (inc. £2.00 VAT) from Zen Internet Ltd (office back up 08.07.21-07.08.21)
- d) £100.00 from J.M Chapman (Internal Audit fee)
- e) £36.00 from CDA for Herts (Annual subscription 01.09.21-30.08.22)
- f) £10.40 from Clerk (Travel Allowance)
- g) £80.00 from clerk (Home Allowance Aug-Oct)
- h) £27.38 (inc. £2.40 VAT) from clerk (Admin-ink cartridge and Zoom fee)
- i) £44.34 (inc £7.39 VAT) from Talk Talk (June phone and broadband)
- j) £620.48 from Clerk (July Salary)
- k) £620.48 from Clerk (August Salary)

Resolved. The total payment of £4361.29 was approved.

The following deposited to the bank: -

- a) £515.07 from NHDC (S106 for replacement litter bin Rowan Grove)

b) Orders and Quotations

John O Conner litter bin emptying agreement continuation for an additional year 3% increase April 2021, additional three months litter bin emptying on two bins as agreed at £5.00 per bin. July- September, as not actioned by John O Conner in June. Standing Order paused to rectify payment difference, bank letter submitted.

Purchase of Parish Council laptop agreed. Quote for HP laptop £799.00.

c) Audit 2020-2021

Audit submitted to the External Auditors by agreed deadline, information published on Parish Council website. Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return displayed on the notice boards, all books will be available for inspection between 1st July to 11th August by application to the clerk.

External Audit confirmed as random 5% sample subject to intermediate level. Information has been requested on HMRC and 2019/20 Audit relating to any matters raised.

10. DATES OF MEETINGS

The next meeting will be the Parish Council Meeting to be held on Monday 13th September 2021 at **7:30pm** at the Parish Hall.

Meeting dates for 2021 agreed as follows:-

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

The Chairman thanked everyone for attending and closed the meeting at 10.20pm.