

ST. IPPOLYTS PARISH COUNCIL

Minutes of St. Ippolyts Parish Council held on Monday 13th May 2024 at St Ippolyts Parish Hall.

Welcome to the Meeting of St Ippolyts Parish Council. Cllr Mrs Skeggs welcomed Cllr Miss Tandy and NHC Cllr Mr Dominic Griffiths.

ATTENDANCE DETAILS

Cllrs. Mrs Pamela Skeggs (Chairman), Mrs Rebecca Elliott (Vice-Chairman), Mrs Louisa Knapp, Mr Robert Moore and Miss Hannah Tandy.

In attendance: clerk Mrs Susan Mears.

Also present: NHC Cllr Mr Dominic Griffiths. (part)

1. APOLOGIES FOR ABSENCE

Apologies for absence received from HCC and NHC Cllr Mr Keith Hoskins and NHC Cllr Mrs Caroline McDonnell.

2. ELECTION OF CHAIRMAN

The Chairman asked Cllr Mrs Elliott to take nominations for a Chairman. Cllr Mrs Skeggs was proposed by Cllr Mrs Louisa Knapp and this was agreed unanimously.

Resolved. Declaration of Acceptance of Office duly signed.

3. ELECTION OF VICE CHAIRMAN

The Chairman took nominations for a Vice Chairman. Cllr Mrs Elliott was proposed by Cllr Mr Robert Moore and this was agreed unanimously.

Resolved Declaration of Acceptance of Office duly signed.

4. CONFIRMATION OF PARISH HALL COMMITTEE REPRESENTATIVE

Cllr Mrs Elliott proposed Cllr Mrs Skeggs as the Council's representative on the Parish Hall Committee, and this was agreed unanimously.

5. APPOINTMENT OF 2 COUNCILLORS TO BREEDON LIAISON GROUP

Cllr Mr Moore proposed Cllrs Mrs Elliott as the Council's representatives on the Breedon Liaison Group and this was agreed unanimously. A further councillor to be decided.

6. CONFIRMATION OF 4 COUNCILLORS TO REPLACEMENT FOOTBALL PAVILION & BOWLS CLUBHOUSE WORKING GROUP

Cllr Mrs Skeggs proposed Cllrs Mrs Elliott, Mr Moore, Mrs Knapp and Miss Tandy and it was agreed by councillors Cllr Mrs Skeggs as the Council's representative for Replacement Football Pavilion & Bowls Clubhouse Working Group and it was agreed unanimously 5 councillors.

7. CHAIRMAN'S ANNOUNCEMENTS

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

8. MINUTES OF PREVIOUS MEETING

Copies of the Minutes of the meeting held on Monday 8th April 2024 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.

9. PUBLIC PARTICIPATION

None

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

Cllr Mr Griffiths reported on local election results, North Herts Council now has 25 Labour and Cooperative Councillors, 19 Liberal Democrat Councillors and 7 Conservative Councillors. The Annual Council meeting is on 23 May, where announcements will be made about the new four-year administration and leadership.

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Cllr Mr Griffiths discussed Gravely proposed housing fivefold growth, 2,000 houses in the greenbelt for review in Local Plan. Cllr Mr Moore referred to NHC land supply and circulated extracts from report.

Resolved. Clerk to contact Gravely Parish Council and Wymondley Parish Council Clerks as we are now in the same electoral district.

11. CLERK'S REPORT

NHC Planning Officer Andrew Hunter responded on 20/02412/FP land rear of Waterdell Lane regarding solar panels and heat pumps advising there isn't an opportunity to review the original energy assessment or add solar panels to the plans or through conditions, as the application has already been approved (twice) by the Planning Committee and considered the application acceptable based on the plans and details submitted. Resident informed of the response.

NHC Planning Policy Officer Hollie Hawkins requested information for the North Herts Sports Strategy on sports facilities at the recreation ground and this was provided.

Parking area opposite The Bull resident concerns raised were discussed with Planning Enforcement and Conservation Team Leader Christella Menson who advised matter should be referred to Environmental Health, but insufficient details received so far. Cllr Miss Tandy was advised further proof needed of anti-social behaviour.

Resolved Video to be forwarded to Environmental Health.

Portrait of His Majesty the King received for The Parish Hall.

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

a) Chairman's update.

Attended opening of Iris Court Care Home in Gosmore on 25 April, very well attended and included a tour.

Attended Parish, Town and Community Councils' Conference - Herts Sport & Physical Activity Partnership (HSP) "Live Longer Better" conference.

Cllrs Mrs Elliott and Mrs Skeggs met with Bim Afolami MP and Ms Louise Judd Senior Caseworker on 26 April. Matters discussed included 2 housing development schemes with access to busy London Road approved and speed of traffic. St Ippolyts School oversubscribed and receiving funding. Local Plan to be reviewed by North Herts Council – need brownfield and affordable homes, solar on rooftops not on good agricultural land. Safeguarded for housing west of Stevenage and Priory fields also mentioned new footpath to Hitchin. Asked for support for new Sport Pavilion.

b) Vacancies for North and South Ward

One vacancy North Ward and two vacancies South Ward. Co- option Notice vacancies will be displayed 14th May, Deadline 31st May co-option to take place on 10th June Parish Council meeting. Candidates will be advised to contact clerk to formally apply and give short presentation at June meeting. Posters and social media profile agreed.

c) Consultations

None.

d) Maintenance and repairs

Resident email and photographs circulated regarding damage to fence at recreation ground rear of Waterdell Lane by grounds maintenance contractor.

Resolved. Refer matter to Grounds Maintenance contractor.

Resident advised overgrown alleyway between The Crescent and London Road, this is not Parish Council owned and has been reported to Settle Housing Association.

Rowan Grove. Shrub planting taken place, two residents kindly offered to assist with watering. Resident referred to tree overhanging the highway. Contractor advised on schedule of proposed work within 12 months.

Resolved. It was agreed to follow the contractors advice.

Clerk contacted Cllr Mr Thake and Highways Gary Henning for an update regarding possible funding through Highways Locality budget 2024-25 for conservation kerbs Gosmore Village Green. Cllr Mrs Elliott discussed

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concerns that may arise; increase in kerb parking, urbanisation, cost of the project and no improvement in wet conditions.

Resolved. It was agreed by councillors not to proceed.

Clerk contacted grounds maintenance for advice regarding recreation ground football pitch care, following St Ippolyts Football Club receiving a quote for verti drainage and reseeding, advice circulated to councillors and SIFC.

Resolved. Clerk to chase a response from SIFC.

Defibrillator at the Parish Hall, information received to purchase replacement electrode kit and battery for Lifepak CR2, details of supplier and the order placed required to confirm installation requirements.

Resolved Clerk to contact Caretaker at the hall for company contact details.

Play equipment maintenance carried out except painting of goal posts and spring horse, safety surfaces cleaned with request for jet washing to take place next time.

d) Play areas, equipment and pavilion visual inspection

Clerk requested the visual inspection rota is signed at the meeting. Rota to be updated.

Resolved. Agreed by councillors.

13. PLANNING

a) Planning Applications

24/00751/FP at The Bull, High Street, Gosmore. Temporary planning permission for a period of 12 months for the continued use of the first floor as residential accommodation.

Resolved. It was agreed to object to this planning application on the following grounds; it exceeds the proposal referred to as the use of first floor as residential accommodation as ground floor also used and is not only residential, it is dangerous and unauthorised. Parish Council have previously referred on-going concerns to Planning Enforcement.

Resolved. It was agreed to ask a District Councillor to call in this application for Planning Control Committee decision.

24/00796/FP at The Bull, High Street, Gosmore. Change of use of the public house (Sui Generis) to residential (Class C3) comprising 1x four-bed dwelling and associated landscaping, Erection of carport/storage.

Resolved. It was agreed there was no objection in principle for a single use dwelling, however Parish Council agreed to object to this scheme as it is over development with insufficient parking provision.

24/00725/LBC at The Bull, High Street, Gosmore. Internal and external alterations to facilitate change of use of the public house (Sui Generis) to residential (Class C3) comprising 1x four bed dwelling.

Resolved. It was agreed there was no objection in principle for a single use dwelling, however Parish Council agreed to object to this scheme as it is over development with insufficient parking provision. The scheme is not in keeping. It has been reported by a resident unauthorised alterations have taken place to the beams which Parish Council would like noted as a concern.

24/00699/FPH at 41 Stevenage Road, St Ippolyts. Erection of detached garage and workshop.

Resolved. It was agreed to object to this planning application as incongruous overdevelopment for this location.

24/00629/LBC at Rose Cottage, High Street, Gosmore. Single storey rear extension.

Resolved. It was agreed there was no objection.

24/00525/FPH at 17 Langbridge Close, Hitchin. Two storey side extension (as a variation of planning permission 17/02658/1HH granted 19.12.2017).

Resolved. It was agreed there was no objection.

b) NHC Planning Decisions

24/00443/FPH at 2 Waterdell Lane St Ippolyts. Two storey front extension with open sided porch. Alterations to fenestration. CP 11.04.24.

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24/00001/FPH at High Meadows, Preston Road, Gosmore. Erection of detached garage following demolition of existing garage. Ancillary landscape works (as amended by plans rec'd 22 March 2024). CP 16.04.24

24/00420/FP at Land To The West Of Hitchin Lane (Folly Lane). Installation of a new vehicular access off Hitchin Lane together with associated field gate (as amended by plans received 22/04/2024). CP 30.04.24.

23/01502/FP at Land North West Of The Old Coach House And Opposite Maydencroft Cottage Maydencroft Lane Gosmore. Erection of three 2-bed terraced cottages (as amended by plan received 19/12/23). CP 09.05.24.

14. FINANCE

a) Payments and Receipts

Payments and Receipts

The following payments were requested:-

- a) £83.82 (inc £13.97 VAT) from John O Conner (Litter bins April)
- b) £80.00 from Clerk (Home Allowance 05-07)
- c) £5.20 from Clerk (Travel Allowance)
- d) £47.38 (inc £4.02 VAT) from Clerk (Admin-laptop care, zoom, ink cartridge, stamps)
- e) £58.22 (inc. £9.70 VAT) from Talk Talk (Phone and broadband)
- f) £782.32 from Clerk (May Salary).

Resolved. The total payment of £1056.94 was approved.

The following receipt received:

- a) £17,500.00 from North Herts Council (1st Precept payment).

b) Orders and Quotations

Quote from John O Conner received for litter bin emptying contract. May- September 2024 £118.04 per month October 2024-April 2025 £72.64 Per month exc VAT. Fees reviewed.

Resolved. Agreed by councillors, agreement form signed.

Recreation ground entrance from Orchard Close, order placed for re-stoning.

c) 2023-2024 Audit

Quarterly payments, receipts and bank reconciliation January – March circulated to councillors.

Resolved. Approved and signed by chairman.

Cllrs Mrs Skeggs and clerk met with the Internal Auditor Monika Duong, Hertfordshire Internal Audit Service on 1st May. Report from Internal Auditor circulated.

Recommendations to the council: Review of the General Reserves to be minuted. State in the minutes budget was approved and then the Precept was set by the council. Net Precept excluding CTRS grant to be stated. Fees to be reviewed annually as part of budget process and minuted.

Resolved. Agreed by councillors

Councillors received: Detailed Payments and Receipts with Bank Reconciliation, Balance Sheet, Variance Analysis, Fixed Asset Register and Supporting Notes. Cllr Mrs Skeggs to sign Supporting Notes, Bank Reconciliation, Annual Governance Statement and Accounting Statements.

Resolved. Councillors approved Bank Reconciliation and Section 1 Annual Governance Statement followed by approval of Section 2 Accounting Statements, for the purpose of submission to the External Auditor.

Cllr Mrs Skeggs thanked Clerk for work carried out particularly time spent on supplying numerous documents to Ms Duong. It was a very thorough audit and clerk thanked Cllr Mrs Skeggs for her support.

Audit to be submitted to the External Auditors, PKF Littlejohn LLP 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 available for inspection between 3rd June to 12th July by application to the clerk.

Resolved. Approved by councillors.

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d) Review and Approve New Financial Regulations 2024

Circulated to councillors.

Resolved. To be reviewed.

15. NEW ISSUES

a) Parish Council Action Plan

Cllr Mrs Skeggs to forward draft, to be discussed at June meeting.

16. DATES OF MEETINGS

The next meeting to be held on Monday 10th June 2024 at 7:30pm at the Parish Hall.

Meeting dates for 2024 agreed as follows: -

Monday: 8 July, 9 September, 14 October, and 11 November.

All meetings start at 7.30pm.

The Chairman thanked everyone for attending and closed the meeting at 9.15 pm.