

ST. IPPOLYTS PARISH COUNCIL

Minutes of St. Ippolyts Parish Council held on Monday 10th June 2024 at St Ippolyts Parish Hall.

Welcome to the Meeting of St Ippolyts Parish Council.

ATTENDANCE DETAILS

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

In attendance: three members of the public with clerk Mrs Susan Mears.

Also present: NHC Cllr Mrs Caroline McDonnell and HCC Cllr Mr Richard Thake.

1. APOLOGIES FOR ABSENCE

Apologies for absence received from Cllr Mr Robert Moore.

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 13th May 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.

4. PUBLIC PARTICIPATION

Resident discussed 24/00907/FP Land west of Folly Lane for dog exercise area (continued use) See item 8a).

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

Cllr Mrs McDonnell referred to 24/00751/FP requested by Parish Council to be called in and advised she is discussing matter with Planning Officer Ben Glover.

Cllr Mr Thake discussed changes at Herts Highways, new point of contact is Tracey Holman. Highways matters discussed and Cllr Mr Thake referred to drainage issues Maydencroft Lane and Waterdell Lane and issue of gully not on asset register. Ongoing required maintenance for flooding and passing places at Ashbrook Lane also discussed, Cllr Mr Thake discussed limited Locality budget now £5,000 a year.

6. CLERK'S REPORT

Councillors reminded Declaration of Interests Forms should be submitted to NHC.

Resolved. Cllr Acceptance of Office forms signed by councillors and witnessed and signed by clerk.

Parking area opposite The Bull concerns raised forwarded to Environmental Health. Cllr Mrs Caroline McDonnell has received further information regarding 24/00751/FP at The Bull, Temporary planning permission for a period of 12 months for the continued use of the first floor as residential accommodation from Cllr Mrs Elliott.

Draft outline planning application received for proposed demolition of existing changing rooms and the erection of new Sports Pavilion, comments referring to name of project and application contact details submitted to Lobs Design. Letter forwarded from NHC Shaun Greaves referring to Biodiversity Net Gain Assessment. Ian Lawrence at Lobs Design seeking clarification from NHC if needed for outline application. Further discussion to take place and issue to be resolved.

Cllr Mrs Elliott circulated the latest Breedon Traffic movements which are supplied to the Liaison Committee by Breedon monthly and reported no complaints or issues. Meetings six monthly. Cllr Mr Thake also confirmed no concerns.

UK Parliamentary Election. Notice of Election, Election Agent, Situation of Polling Station, Statement of Persons nominated and Notice of Poll added to Parish Council website. Also to go on noticeboards.

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

a) Chairman's update.

None.

b) Co-option of Parish Councillors for North and South Ward

One vacancy North Ward and two vacancies South Ward. Introductory statements circulated to councillors. Cllr Mrs Skeggs invited Mr Jonathan Hackford to give a short presentation and invited questions from councillors a discussion took place.

Cllr Mrs Skeggs referred to Mr Peter Hobson unable to attend but seeking co-option and this was agreed.

Resolved. It was agreed to co-opt Mr Jonathan Hackford and Mr Peter Hobson.

A further resident gave a short presentation of interest, and it was agreed the resident would email clerk with an introductory statement and the deadline for applying would be extended given further interest shown.

Resolved. Agreed by councillors.

c) Consultations

None.

d) Maintenance and repairs

Litter bin emptying May- September on open spaces is twice monthly, first and third week of the month.

Recreation ground. Bin near Football Pavilion reported to John O Conner as overflowing, now resolved.

Entrance from Orchard Close re-stoned. Resident reported damage to metal fence adjacent to Townsend Place, contractor has made secure reinstating clips and adding cable ties, replacement panels will be required. Supplier details required to match existing panels. Cllr Mrs Skeggs to recheck for supplier details.

Grounds Maintenance contractor to inspect damage to fence at recreation ground rear of Waterdell Lane.

Dell Field cradle swings seat fixings replaced. Grounds maintenance contacted regarding grass cuttings on safety matting making surfaces slippery and difficult to remove. Tom Williams from Maydencroft Ltd suggested assistance in the autumn with jet washing.

Reported to Highways overgrown hedges Mill Lane reply received does not meet criteria for urgent maintenance and a resident emailed Cllr Mr Thake concerns regarding Mill Lane junction with London Road overgrown. Cllr Mr Thake referred to Integrated Works Plan and Asset Management Plan when Cllr Mrs Elliott enquired regarding frequency and schedule of maintenance. Clerk to request copy. A discussion took place on highways related safety issues and volume of traffic and Cllr Mr Thake reported 95% of issues are highways related.

Resident referred to sign cleaning required Tatmorehills Lane with Maydencroft Lane, graffiti to be removed, clerk to contact Cllr Mr Thake and issue raises concerns of a police matter as suggested by the resident.

d) Parish Council Action Plan

Cllr Mrs Skeggs circulated draft copy and referred to new Sports Pavilion and asked for views about Neighbourhood Plan. Cllr Mrs Elliott referred to framework review and this was agreed. Cllr Mr Thake discussed Neighbourhood Plan to be in place before Local Plan. Cllr Mrs Elliott discussed archiving and Cllr Mrs Skeggs advised this could be taken on by a voluntary group

Resolved. Cllr Mrs Skeggs to resend draft.

e) Play areas, equipment and pavilion visual inspection

Clerk requested the visual inspection rota is signed at the meeting and advised the rota will be updated and circulated.

Resolved. Agreed by councillors.

8. PLANNING

a) Planning Applications

24/00907/FP at Land Along The West Side Of, Folly Lane, St Ippolyts. Use of land as a secure dog exercise area (continuation of) and retention of fencing and hardstanding parking/turning area.

Resolved. It was agreed there was no objection.

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24/01005/FPH at Field House, Mill Lane, St Ippolyts. Two storey side extension, single storey rear extension and front porch canopy following demolition of existing detached garage, conservatory and rear element. Alterations to fenestration.

Resolved. It was agreed there was no objection to this planning application.

24/01044/FPH at West Wing, St Ibbs, London Road, St Ippolyts. Insertion of two rooflights to existing east elevation roofslope.

Resolved. It was agreed there was no objection to this planning application.

24/01135/LBC at Thistley Farm, Thistley Lane, Gosmore. Alterations to second floor room layouts. Installation of secondary glazing to second floor windows. Removal of non-original staircase door (at first floor level). Installation of fire door to: a) first floor bedroom (rear door to stairs) and, b) to ground floor sitting room (door to entrance hall). Installation of water mist fire suppression system to ground floor sitting room.

Resolved. It was agreed there was no objection to this planning application.

Received after agenda published:

19/01669/FP at Land West Of Ryefield, Stevenage Road, St Ippolyts. Erection of 14 dwellings including new vehicular access off Sperberry Hill (serving 10 dwellings) and new vehicular accesses off Stevenage Road (serving 4 dwellings) (as amended by plans received 12/01/2023, 15/08/23 and 13/11/23).

Resolved. Clerk to ask for extension of time as only received today.

b) NHC Planning Decisions

24/00699/FPH at 41 Stevenage Road St Ippolyts. Erection of detached garage and workshop. Refused. 20.05.24.

24/00701/FPH at 2 Orchard Close St Ippolyts. Two storey side extension. Refused 20.05.24. *Parish Council no objection.*

24/00346/FPH at 6 Gosmore Ley Close Gosmore. Single storey rear extension following demolition of existing conservatory. CP 30.05.24.

24/00629/LBC at Rose Cottage High Street Gosmore. Single storey rear extension. CC 03.05.24.

24/00282/LBC at Maydencroft Manor Maydencroft Lane Gosmore. Alterations to partitions on first floor level of the East Wing. Insertion of metal framed leaded light casements to new east elevation windows previously permitted as timber frame casements. Insertion of conservation roof light on the east (rear) elevation. CC 03.05.24.

24/00492/FPH at The Barn, Preston Road, Gosmore. Installation of ground mounted solar panels in front garden. CP 06.06.24.

9. 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 May)
- b) £4800.00 (inc. £800.00 VAT) from Lobs Design (Produce and submission of an outline planning application for proposed Sports Pavilion)
- c) £288.90 from HAPC (Internal Audit Fee)
- d) £40.00 from ICO (Annual subscription)
- e) £1752.00 (inc £292.00 VAT) from CPM Playgrounds Ltd (Dellfield-paint,remove grafetti., swing fixings, clean matting. Rec-paint,remove grafetti, swing fittings,clean matting, reseed goal area. Gosmore Village Green-clean matting)
- f) £127.50 from Hedgehogs R Us (Hedgehog gates)
- g) £424.20 (inc. £70.70 VAT) from Royal Mail (PO Box annual fee).
- h) £5.20 from Clerk (Travel Allowance)

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- i) £464.46 (inc £73.42 VAT) from Clerk (Admin-laptop care, zoom, ink cartridge, paper, defibrillator battery and electrode kit)
- j) £58.22 (inc. £9.70 VAT) from Talk Talk (Phone and broadband)
- k) £782.32 from Clerk (June Salary).

Received after agenda pack published:

- l) £432.00 (inc. £72.00 VAT) from Clements Playgrounds Ltd (Dell Field cradle swings supply and fit)

Resolved. The total payment of £9316.45 was approved.

The following receipt received:

- a) £363.17 from HMRC (Vat refund)

b) Orders and Quotations

Rowan Grove crown lift quote requested, and email circulated to councillors referring to specification of work required within 6 months of Tree Safety Inspection.

Resolved. It was agreed to request quote for all items within 6 month period on schedule.

Defibrillator at the Parish Hall, replacement electrode kit and battery for Lifepak CR2 purchased and received, £416.38 inc. £69.40 VAT. Caretaker to install.

c) 2023-2024 Audit

Audit submitted to the External Auditors, PKF Littlejohn LLP information published on Parish Council website.

d) Review and Approve New Financial Regulations 2024

Cllr Mrs Elliott reviewed and raised questions to be reviewed by Cllr Mrs Skeggs and clerk.

10. DATES OF MEETINGS

The next meeting to be held on Monday 8th July 2024 at 7:30pm at the Parish Hall.

Meeting dates for 2024 agreed as follows: -

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

All meetings start at 7.30pm.

The Chairman thanked everyone for attending and closed the meeting at 8.40 pm.