

ST. IPPOLYTS PARISH COUNCIL

Minutes of St. Ippolyts Parish Council held on Monday 8th July 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, Mr Jonathan Hackford and Mr Peter Hobson.

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

Also present: HCC Cllr Mr Richard Thake.

1. APOLOGIES FOR ABSENCE

Apologies for absence received from Cllrs Mr Robert Moore and Miss Hannah Tandy and NHC Cllr Mrs Caroline McDonnell and HCC Cllr Mr Keith Hoskins.

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. Cllr Mr Hobson declared an interest in an item in 8b).

3. MINUTES OF PREVIOUS MEETING

Copies of the Minutes of the meeting held on Monday 10th June 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

Two residents discussed 24/00907/FP at Land Along The West Side Of Folly Lane St Ippolyts and referred to change of use of Glebe land. The residents referred to no notification received. Cllr Mrs Skeggs will provide St Albans Diocese contact details for the resident and advised the council is a statutory consultee. Cllr Mr Thake advised the resident that there should have been a notice on site or by letter and the planning process was discussed. A resident raised concerns over hours of operation, noise and dangerous vehicle movements and advised of a discussion with the applicant. Cllr Mrs Elliott advised Highways were not consulted. Resident concerns over breach of operating hours discussed.

Resolved. It was agreed to raise the question if the process was carried out correctly and bring to the attention of the Planning Officer resident concerns that they were not notified. *See 8 b)*

A resident offered assistance with the Parish Council Magazine. See item 10a).

Resolved. Agreed by councillors.

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

Cllr Mrs McDonnell emailed to advise the planning application for The Bull as requested by Parish Council has been Called in. Clerk to ask date of planning meeting. Cllr Mr Thake advised of a change 'to call in procedure' and will email info to clerk.

Cllr Mr Thake discussed Members locality budget funding cuts and referred to election changes. Budget setting in September discussed and it was advised any deficit in the budget will lead to service delivery changes.

6. CLERK'S REPORT

Cllr Acceptance of Office form was signed Cllr Mr Hobson.

Mandatory Code of Conduct training circulated to councillors. Training link sent from NHC Monitoring Officer Penny Copestake.

The insurance policy is due for renewal on 1st October 2024 currently insured with Hiscox Insurance Company Limited, pre renewal questionnaire circulated for review.

Resolved. It was agreed there were no changes,

ST. IPPOLYTS PARISH COUNCIL

Parish Tour to take place 10th July 10am for Cllrs Mr Hackford and Mr Webber.

Request to use recreation ground for under 9's football, clerk requested further information.

Resident email circulated referring to householder hedges encroaching footpath from Tall Trees to B656 London Road. Cllr Mrs Elliott circulated photographs and referred to drain cover on the highway and trees lifting the path.
Resolved. Site visit arranged.

Defibrillator at the Parish Hall, replacement electrode and battery installed by Carl Watson, Hall caretaker.

Cllr Mr Moore advised the clerk of discussion with NHC Christella Menson have taken place on 23/01229/FP Gosmore Ley Close regarding concerns over Traffic Management Plan with lorries blocking road and cutting the corner. Acknowledgement received for investigation from NHC.

Cllr Mrs Elliott attended the meeting of Southern Rural Community Forum 27th June, email will be circulated. Grants and hybrid meetings discussed.

Lobs Design regarding invalid notification for Application No 24/01175/OP replacement Sports Pavilion at the Recreation ground. Biodiversity Net Gain report circulated. *see 9b.*

Hedgehogs gates delivered to Cllr Mr Moore. Cllr Mrs Knapp referred to putting this on the Facebook groups.

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

a) Chairman's update.

Attended St Ippolyts Parish Hall management meeting on Wednesday 19th June. Summer Table Tennis group started when Gearings Table Tennis are not in the hall. Dance Fusion has sadly closed. Currently advertising for a Bookings Secretary, poster to go on website and noticeboards.

b) Co-option of Parish Councillor for North Ward

Introductory statement by Mr Peter Webber circulated to councillors and a short presentation was given at the last meeting.

Resolved. Co-option agreed. Cllr Acceptance of Office form was signed Cllr Mr Webber.

c) Consultations

Stevenage Local Plan Partial Review and Update –Public Consultation. Deadline 5 Aug for replies

d) Maintenance and repairs

Grounds Maintenance contractor responded to resident following inspection of fence at recreation ground rear of Waterdell Lane.

Dell Field tree encroachment near 41 Stevenage Road photographs circulated. Resident also referred to Oak Tree on Dell Field near Stevenage Road requiring dead branches to be removed.

Resolved. Site visit to be arranged.

d) Parish Council Action Plan

Cllr Mrs Skeggs circulated draft. A copy will be added to the Parish Council website.

Resolved. Approved by councillors.

e) Play areas, equipment and pavilion visual inspection

Clerk requested the visual inspection rota is signed at the meeting the rota has been updated and circulated.

Resolved. Agreed by councillors.

8. PLANNING

a) Planning Applications

ST. IPPOLYTS PARISH COUNCIL

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. It was agreed to raise comments there is a need to consider the installation of rooftop solar and road infrastructure concerns remain regarding parking and traffic management.

24/01238/FPH at 2 The Willows, Hitchin. First floor front extension and front entrance porch.

Resolved. It was agreed there was no objection.

Received after Agenda pack published:

24/01425/FPH at 2 Orchard Close. St Ippolyts. Two storey side extension following demolition of existing single storey side extension.

Resolved. To be reviewed with comments to the clerk under scheme of delegation.

b) NHC Planning Decisions

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) CP 12.06.24

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. CP 26.06.24.

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. CP 05.07.24.

9. FINANCE

a) Payments and Receipts

Payments and Receipts

The following payments were requested:-

- a) £141.65 (inc £23.61 VAT) from John O Conner (Litter bins June)
- b) £360.00 (£60.00 VAT) from Netwise (Email hosting and domain name)
- c) £1500.00 (£250.00 VAT) from CCS (restoning recreation ground path).
- d) £80.00 from clerk (Home Allowance 08-10)
- e) £5.20 from Clerk (Travel Allowance)
- f) £43.98 (inc £4.02 VAT) from Clerk (Admin-laptop care, zoom, ink cartridge, stamps)
- g) £58.22 (inc. £9.70 VAT) from Talk Talk (Phone and broadband)
- h) £782.32 from Clerk (July Salary).
- i) £782.32 from Clerk (August Salary)

Resolved. The total payment of £3753.69 was approved.

The following receipt received.

£10.00 from St Ippolyts Bowls Club (rent)

b) Orders and Quotations

Biodiversity Net Gain Assessment two quotes circulated.

Resolved. It was agreed to advise Lobs Design to instruct Maydencroft Ltd. Quote agreed £390.00 exc. VAT.

Quote circulated for all tree work within 6-month period on Tree Safety Inspection, including Rowan Grove. £2150.00 exc VAT.

Resolved. It was agreed to place the order.

St Ippolyts Football Club confirmed they require Verti drainage only from the contractor quote and suggested possible dates for the three treatments as August, November and March, clerk circulated revised quote. Clerk to reconfirm to SIFC this is match funding. Clerk asked Cllr Richard Thake for confirmation from his Locality Budget prior to applying for a grant and this was given.

Resolved. It was agreed to place the order.

ST. IPPOLYTS PARISH COUNCIL

c) Review and Approve New Financial Regulations 2024

Cllr Mrs Skeggs and clerk reviewed and updated Financial Regulations that were circulated to Cllrs.
Resolved. It was agreed.

10. NEW ISSUES

a) Parish Council Magazine

Cllr Mrs Skeggs referred to the annual magazine that is distributed to households within the Parish and included on the website. Contents discussed.

Resolved. It was agreed £80.00 per sponsor, size of the magazine to not increase and date for contributions 16th September.

b) St Ippolyts Parish Neighbourhood Plan

Cllr Mrs Elliott referred to creating a successful Neighbourhood Plan and will circulate an email. A discussion took place and Cllr Mr Hobson referred to requirements and process of an earlier draft.

Resolved. It was agreed to meet to discuss Thursday 8th August at 7.30pm, clerk to confirm with booking secretary for Parish Hall.

11. DATES OF MEETINGS

The next meeting to be held on Monday 9th September 2024 at 7:30pm at the Parish Hall.

Meeting dates for 2024 agreed as follows: -

Monday: 14 October, and 11 November.

All meetings start at 7.30pm.

The Chairman thanked everyone for attending and closed the meeting at 10.10pm.