

UNAPPROVED DRAFT 1

3. Other planning matters, including items received too late for the agenda

1. Late applications:

3/23/0399/FUL 3/23/0404/LBC	Tharbies Farm; Demolish building adjoining two listed barns and erect extensions to create 1 four bedroom and 1 five bedroom two-storey dwellings. Change of use and conversion of all barns to residential. Conversion of two other barns to create 2 two-storey 4 bedroom dwellings, 1 two-storey 3 bedroom dwelling and 1 single storey 3 bedroom dwelling. Alterations and installation of fenestration and openings; associated garages; parking and landscaping. RESOLVED: <i>No comment, but LBC to be observed.</i>
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Clerk

23.022

Finance

1. Treasurer's Report for 15th March 2023

DS/Clerk

The account balances as at 9th March 2023

Current Account balance	£ 284.90
Deposit Account balance	£18,023.05
Petty cash	£ 0.00
Total	£18,307.95

Accounts Reconciliation as at 9th March 2023

	Current Account	Deposit Account	Total
Actual bank balances	£284.900	£18,023.05	£18,307.95
Balance as per books			£18,307.95
Difference			£0.00
Cash to pay in			£0.00
Cheques to pay in			£0.00
Scheduled payments	HMRC PAYE		£0.00
TOTAL			£0.00

Unanimously **RESOLVED: to approve the Treasurer's Accounts Report and Bank Reconciliation for 15th March 2023**

General Reserve is forecast to be £5,142.41

Forecast: The forecast has been reviewed to enable the Council to allocate as much funding as possible to the Playing Fields Upgrade.

Playing Fields Development: Application for a PWLB loan under way.

2. Payments (gross) All expenditure made under The General Power of Competence

	Value	VAT incl
Outreach Post Office	87.50	
HWMH: Hall hire	12.00	
Clerk: salary January	250.60	
Color-Board: Litter picking January	96.00	16.00
Clerk: mileage etc	10.80	
Clerk: Telephone and home working allowance	11.00	
HMRC: Income tax	62.80	
Clerk: salary February	250.80	
Color-Board: Litter picking February	96.00	16.00
HMRC: Income tax	62.60	
Clerk: expenses and SLCC reimbursement	118.80	
Clerk reimbursement: AJ Products Litter bin for bus stop	102.00	17.00
Total (gross)	£1,160.90	
VAT included To be reclaimed under VAT Act 1994 (1), (3)		£ 49.00

Unanimously **RESOLVED: to approve all payments as per the Treasurer's report, including the Clerk's expenses.**

DS/Clerk

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3. **Banking and payroll arrangements**
RESOLVED: 1) That TP Jones LLP be appointed to run the payroll as per their quoted price and 2) that the Clerk apply to Unity Trust Bank to switch the accounts from Barclays. Clerk
- It was also agreed that Cllr John Andreotti be added to the signatory mandate once the switch has been made. Clerk
- 23.023
1. **Highways**
1. Overgrown hedges, MOG/Bakers Lane update: The Chairman said he had reported this on the Highways Fault line but no action has taken yet. TP
2. Notification of Mabeys Walk footway closure, 14-15 March, was noted
2. **Footpaths and other Public Rights of Way (PRoW)**
1. Modification Order for footpath near Broadfields, recording the continuation of the Footpath to the Public Rights of Way map: Ongoing with Cllr Tom Payne: This continues to be a low priority for PRoW. TP
2. Footpath Broadfields to High Wych Lane: Cllr Tom Payne said he had contacted Clarion Housing re ownership, but has yet to receive a response. Cllr Eric Buckmaster suggested going through Clarion Futures charitable foundation for a grant related to elderly accommodation. TP
3. **Other Parish Matters**
1. **High Wych Memorial Hall and car park**
Car washing has taken place on the car park, but this has now stopped. KJ
2. **Bus shelter**
1. The Clerk delivered the new litter bin purchased for the bus shelter. Cllr Tom Payne said he would arrange for it to be fitted to the shelter. TP
3. **Commemorative Village sign**
This is progressing well and plans for the official opening on 7th May are on track. DS
4. **Commemorative Coronation mugs**
Rather than provide school children with commemorative mugs, it was **RESOLVED to grant £250 to the Community Group in support of the Coronation tea party.** DS
Cllr Dave Smith declared an interest and abstained from the vote
5. **QEII Jubilee Queen's Green Canopy (QGC) initiative**
It was agreed not to take this forward at the moment.
6. **Sawbridgeworth Trust**
The Clerk said there had been no response yet from the Trustees' Clerk, Diana Kitson. Cllr Eric Buckmaster agreed to give the Clerk the address of the Sawbridgeworth vicar and that the Clerk contact him to see if the matter can be progressed with Bridget Parrish remaining as the representative. Clerk
7. **Dog bin request**
Cllr Tom Payne said he had looked at possible sites and is checking on what might be a suitable location. TP
8. **Parish Council election, 4th May 2023**
It was noted that everyone wishing to be a councillor for the next 4-year term must stand for election. Nomination packs will be available from EHC Electoral Services in due course. The EHC timetable and guidelines for candidates was noted. It was also noted that the Government now requires voter ID to be shown by everyone voting at a polling station. Clerk
9. **Armed Forces Covenant**
RESOLVED: to sign the covenant. Clerk
- 23.024
1. **Playing Fields and buildings**
1. **Harlow Theatre Company: pavilion update**
1. There are still a few items outstanding that are being worked on.

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2. Paul Stephenson has agreed to install an outside tap with a lockable box at the rear of the pavilion.

JA

2. Play area

1. The application for a £25,000 PWLB loan is underway.

Clerk

It was noted that the next Play Area Working Group meeting will be at 8.30pm on 22nd March.

KJ

3. Scarecrow Festival

RESOLVED: To agree the request to locate toilets, music and stalls on the KGV Field.

Clerk

2. Allotments report

1. No report received. It was noted that Cllr Dave Smith is no longer the portfolio holder.

TP

23.025 Correspondence: The list of correspondence was noted as it appeared on the Agenda:

- DashUK: Commemorative Coronation mugs (23.023.3.4)
- Scarecrow 23 committee: Request to site toilets etc on KGV Playing Field (23.024.3)
- HAPTC: Annual Parish Council meeting period, 2023 (23.027.2)
- HAPTC: The Armed Forces Covenant (23.023.3.9)
- EHC: Voter ID requirements for the May elections (23.023.3.8)

23.026 Late items and items for future agendas

1. Late items received: None.

Clerk

2. Items for future agendas: AGAR – May 2023 Ordinary meeting

23.027 Date and venue of next Meetings: 17th May, High Wych Memorial Hall

1. 7.15pm: Annual Parish Council Meeting; Followed immediately at approximately
2. 7.40pm: Annual Meeting of the Parish Electorate (not a Council meeting) followed immediately at approximately
3. 8pm: May Ordinary Parish Council Meeting

Clerk

Clerk

Clerk

The dates were noted as being within the period required under paragraph 7 (2) of Schedule 12 of the Local Government Act 1972 for meetings in an election year.

The Chairman wished to record special thanks to Cllr Dave Smith for the tremendous amount of work he has undertaken for the Parish Council during his years in office. His contribution to the Council and the community is greatly appreciated.

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.50pm.

Signed.....

APPENDIX A

23.021.2 23.021.2 PLANNING DECISION NOTICES for information only as at 15th March

3/22/2509/FUL	Tharbies Farm: Change of use, agriculture to equestrian	GRANTED
3/22/1617/HH 3/22/1618/LBC	Four Lanterns, High Wych Lane: Internal alterations; replace existing outbuilding	GRANTED
3/23/0595/HH	Great Beazleys, West Road: Erect car port	Awaited
3/23/0152/FUL	1-2 Hoskins Cottages, High Wych: Rear & side extensions	Awaited
3/23/0159/FUL	Bonnys Row, High Wych: Redevelopment of site	Awaited
3/23/0164/HH	Parkview, High Wych Ln; Replacement conservatory link with single storey link	Awaited
3/22/2078/FUL	Greenleys, Slough Rd: Demolish barn and nissen huts; erect 1 new dwelling and 4 commercial units.	Awaited
3/22/1617/HH 3/22/1618/LBC	Four Lanterns, High Wych Lane: Internal alterations; replace existing outbuilding	Awaited
3/22/1183/FUL	Sayes Park Farm: Change of use grain silo to Class B1	Awaited
3/21/3035/FUL	Mountfitchet, High Wych Rd: APPEALED: Ref 22/00058/REFUSE	Awaited

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3/21/0824/FUL	Land at Leaky Cauldron Corner: Erect 4 No. 4-bed dwellings	Unknown
3/20/0633/FUL	Crumps Farm APPEALED Ref 00/00008/REFUSE	Awaited

APPENDIX B

Cllr E Buckmaster report for March 2023

Gilston Villages 1-6 Outline Application approved

This was considered by the committee on 28th February. The Hunsdon Eastwick and Gilston Neighbourhood Plan Group were given 12 minutes to address the committee as was I. Residents and other groups had a lesser amount of time. We had a number of concerns around affordable homes, delays in delivering infrastructure that would protect Pye Corner, cumulative impact of traffic, flood risk, air quality, health provision, education and more. Officers responded to all points but it seemed to me that whatever the concerns are that they will be addressed later. It was approved by majority, with two against and one abstention. I still have some strong concerns over the impact of around 25,000 houses across the sub region of Harlow, Gilston, Ware and Hertford and how it will be managed, monitored and enforced. Village 7 Outline will be heard on 23rd March.

County Budget approved

Over the coming financial year, the county council will spend over £1 billion delivering essential services to residents and businesses.

The decision to raise council tax comes after the council had exhausted all means of protecting services. Additional grants from government have softened the scale of the challenge, but the council has also set out plans to deliver savings of £27.4m in the coming financial year, the highest for many years and utilising £19m of our reserves.

Persistently high levels of inflation have had a significant impact on the council's budget, and the council is also seeing increased demand for vital services, particularly as households see their own finances stretched.

The approved budget for the coming financial year will allow the council to protect services to those most in need while also investing in the council's Corporate Plan priorities.

Councillors have voted to increase Council Tax by 4.99 per cent (including 2 per cent for social care). This means that a typical Band D household will pay £1,605.63, an increase of £1.47 per week from April this year.

The budget for 2023/24 reflects commitments made in the council's Corporate Plan, and will see services funded to the tune of £121m extra in 2023/24, including:

- £38m to ensure adult care providers can continue to support residents – including funding to ensure our excellent care workforce is paid a fair wage for all they do, day in day out, to help those in need. This is supported by the social care precept
- £15m is expected from the extension of the Household Support Fund to support our most vulnerable residents with the cost of living
- An extra £19m for Children's Services, including an extra £5.2m to support the children in our care
- £10m for home-to-school transport for children with Special Education Needs and Disabilities to ensure they can get to school easily
- £6.4m to support waste disposal services, alongside new contracts that will mean that no waste in the county will go to landfill from 2024.
- £4.6m of extra funding into highways revenue budgets to cover inflation and ensure we can continue repairs and maintenance work on our roads - plus another £3m next year to help respond to the impact of the cold weather over the winter
- £36.4m to continue our work to improve recycling centres and make our waste infrastructure fit for the future
- Funding to continue moving forward the Brookfield Riverside and Garden Village developments in Broxbourne
- Continuing to invest in our website to enable more people to carry out transactions online.

The county council is also investing in projects that will ensure future savings. This investment

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will lead to projects that will help residents remain independent for longer, keep families together through early intervention schemes and save taxpayers money by transforming partnership working.

East Herts County budget

This was approved on 1st March and is an increase of £5.50 per annum for a band D, or £189 per month.

Concern over proposed ULEZ expansion

The Leader of Hertfordshire County Council has written to the Mayor of London outlining opposition to the planned expansion of the London Ultra-Low Emission Zone (ULEZ). While the county council supports the aim of the ULEZ in improving air quality, the expansion of the scheme does not properly assess the impact on the Hertfordshire towns and villages bordering London or put sufficient measures in place to mitigate the impact on the county's most vulnerable residents. Therefore, the council cannot support the ULEZ expansion, and do not accept that any signage or cameras aimed at fining drivers, potentially up to £180 if they forget to pay the £12.50 charge, should be based in Hertfordshire.

Strategic migration

The Hertfordshire Strategic Migration Steering Group continues to lead on Hertfordshire's coordinated partnership response to the arrival of and support for refugees and asylum seekers from Afghanistan and Ukraine. Currently there are 1277 Ukrainians in Hertfordshire on the Homes for Ukraine scheme and work to increase the number of hosts families has been successful in finding a further 58 hosts. A new support package to assist refugees who wish to stay in Hertfordshire to move into the private rental sector is planned. People continue to seek asylum in the UK and there are currently 12 hotels in Hertfordshire being used as temporary accommodation for them. The County Council observed the national minute's silence at 11am on Friday 24 February to mark the one-year anniversary of the full-scale Russian invasion of Ukraine.

Links to various campaigns and updates

The county council's campaign - **'here for you this winter'** is about making sure that residents are aware of the help and support that's on offer locally to help them throughout the winter months. Please share the [here for you this winter campaign webpage](#)

Hertfordshire Fire and Rescue Service has teamed up with Public Health Hertfordshire to launch [Healthy Body Healthy Mind Hertfordshire](#), a new campaign to highlight the positive effect that being active can have on our physical and mental health and wellbeing.

During the winter months there are [an increase in potholes](#) due to snow and ice. The council is encouraging residents to [report potholes found on the road network online](#) so that they can be added to the repair and maintenance programme.

Hertfordshire County Council is encouraging residents to apply now if they need to **close a road for a street party to celebrate the Coronation of His Majesty The King and Her Majesty The Queen Consort** from 6 to 8 May 2023. Recognising the social and community benefits of celebrating this historic event the county council will not be charging any fees should you or your neighbours wish to close your road and hold a party. [Please apply by 26 March 2023.](#)

Secondary Transfer in our local Schools

Across Hertfordshire, application numbers for Secondary Transfer were very similar to last year, with 14,972 applications compared to 14,997 for 2022, a decrease of just 25. Satisfaction rates have remained high with the percentage of Hertfordshire children offered a ranked school in 2023 almost the same as last year, 94.3% compared to 94.7%. The percentage of children offered their first ranked school is also very similar to last year, 77.8% compared to 78.6% last year.

Across Bishop's Stortford, the number of families applying for secondary school places in September 2023 increased by 12.8% to 572 compared to 507 for September 2022 entry. In Sawbridgeworth, the number of families applying for secondary school places decreased by 8%, with 109 applications received for September 2022, compared to 118 for September 2022 entry.

The opening of Avanti Grange School has increased satisfaction rates across the district and the school is full with applicants who ranked it as a preference.

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In Bishop's Stortford, the percentage of families offered a ranked school is higher than last year, 99% compared with 98% in 2022. The percentage of children in Bishop's Stortford offered their first preference school also increased this year to 81%, compared to 78% in 2022. In Sawbridgeworth, the percentage of families offered a ranked school is the same as last year at 99%. The percentage of children in Sawbridgeworth offered their first preference school has also remained the same at 93%.

Non-Ranked Allocations

There are 5 non-ranked allocations (NRAs) in Bishop's Stortford. Applicants who could not be offered one of their preferred schools have been allocated a place at Birchwood High School. In Sawbridgeworth, there was 1 NRA. This was a late application. This child has also been allocated a place at Birchwood High School.

Parish	2023	2022	2021
Bishop's Stortford	5	9	9
Sawbridgeworth	1	1	8
Total	6	10	17

As at 1st March, Birchwood High School is the only school with places available in the local area. Places are also expected to become available at other schools through the continuing interest process due to places being returned and movement between schools and through the appeals process.

Children will be entitled to free transport if they are attending the nearest available school place and the distance between home and school is more than three miles. Families on low-income, the easiest measure of which is those children entitled to free school meals, have an extended entitlement; free transport is available to any one of their three nearest available schools between two and six miles from their home. Families who are entitled to free transport will be contacted in May with details of how to take up the offer of free travel.

Some info on Highways

- Hertfordshire has 5,100 km of busy roads and 5,600km of footways and cycleways.
- We spend approx. £90m on maintaining the highways infrastructure, including additional investment in drainage and vegetation cut-back.
- Our approach to maintenance is well regarded nationally, ensuring we receive optimal grant funding from Government.
- Hertfordshire is in the top quartile of Authorities in being successful in bidding for funding for such things as Active Travel schemes.
- The condition of our carriageways continues to compare very well to national averages, i.e. A roads, 2% require maintenance against national 4%, B & Cs 4% against 6%, and Us 7% against 15%, the latter as a result of a specific investment of £29m.
- Two of our recent major projects, namely the New River Bridge in Hoddesdon and the A120 Little Hadham Bypass and Flood Alleviation scheme have been delivered, with the A602 upgrade due to complete by late summer, costing well in excess of £100m in total, and residents are now benefitting from the improvements..

HAPpy camps are back this Easter

Fully-funded holiday activity camps return for the Easter holidays, giving eligible children and young people a chance to meet friends, learn new skills and enjoy nutritious food. The HAPpy programme, funded by Hertfordshire County Council and the Department for Education (DfE*) via the government's Holiday Activity and Food programme and coordinated by Herts Sports Partnership and the Hertfordshire Community Foundation. The programme will be running more than 200 activity camps from 3 April – 14 April 2023 (not bank holidays). With over 14,000 free activity camp places available, eligible families are being encouraged to get their booking code from their school and reserve a place at a camp near them as soon as possible. **Booking opens on Monday 6 March.**

As part of its commitment to help residents manage the cost of living, Hertfordshire County Council provided funding for more than 69,000 places last year for children to attend free activity camps.

CLlr Eric Buckmaster, March 2023

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COUNCILLOR ACTIONS ARISING

Cllr David Smith

- Make payments as approved until Unity Trust Bank is set up
- HTC and HWMH ongoing liaison
- Village sign post
- Book HWMH for May meetings

Cllr Tom Payne*

- Liaise with Sam Clark on Modification order for footpath and adoption of FP from Broadfields to High Wych being adopted by HCC
- Footpath from Broadfields to High Wych Lane: contact Clarion Futures Charity
- New play equipment Working Group
- Allotments

Cllr John Andreotti*

- Continue to monitor Highways parking issues
- Car park matters
- New play equipment Working Group
- Notice boards refurbishment
- Arrange fitting of tap to rear of pavilion

Cllr Stacey Butcher*

- New play equipment Working Group

Cllr Keith Jordan*

- New Play Equipment Working Group

*Cllrs Tom Payne, John Andreotti, Stacey Butcher, Keith Jordan under delegated powers granted to the Clerk: Taking forward the new play area proposals.

Clerk

- Financial matters post May 2023 election
- May 4th election information
- Sawbridgeworth Trustee appointment
- PWLB loan application
- Set up bank switch from Barclays to Unity Trust Bank
- Set up payroll company from April 2023
- Add Cllr John Andreotti to bank mandate once Unity Bank account is open
- Make arrangements for AGAR audit, 2022-23
- Planning comments