

## NORTH HERTS COUNCIL

WEEK ENDING FRIDAY 3 MAY 2024

# MEMBERS' INFORMATION

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Produced by the Communications Team. Any comments, suggestions or contributions should be sent to the Communications Team at [MIS@north-herts.gov.uk](mailto:MIS@north-herts.gov.uk)

# NEWS AND INFORMATION

## AGENDA & REPORTS

### PUBLISHED WEEK COMMENCING 29 APRIL 2024

Nothing Being Published

### FORTHCOMING MEETINGS WEEK COMMENCING 6 MAY 2024

Nothing Being Published

### UPCOMING CHAIR'S ENGAGEMENTS FROM FRIDAY 3 MAY 2024

Date	Event	Location
	None	

### UPCOMING VICE-CHAIR'S ENGAGEMENTS FROM FRIDAY 3 MAY 2024

Date	Event	Location
	None	

### UPCOMING OTHER EVENTS FROM FRIDAY 3 MAY 2024

Date	Event	Location
	None	



**North  
Herts**  
Council

## LEGAL AND COMMUNITY SAFEGUARDING

# MEMBERS INFORMATION NOTE

### **Safeguarding Training**

Safeguarding relates to the action taken to promote the welfare of children and adults at risk and protect them from harm.

Safeguarding is everyone's responsibility and all NHC employees, volunteers and members have a duty to take action to safeguard children and adults at risk in our communities.

NHC offers two levels of training and the level of training required is determined by how much contact, be that direct or indirect (email, telephone, post etc.) you have with children and adults including access to personal and sensitive information about them.

The levels of training are:

#### **Basic**

- a 3-hour long course which is required to refresh every 3 years.
- This is for any member that has contact, either directly or indirect with children and adults and/or access to personal and sensitive information.
- There are separate basic courses for children and adults at risk.

#### **Advanced**

- a 6-hour course which is required to be refreshed every 3 years.
- This is for any member who manages another member or is a Designated Safeguarding Officer.
- There are separate advanced courses for children and adults at risk.

#### **Safeguarding training courses YR24/25:**

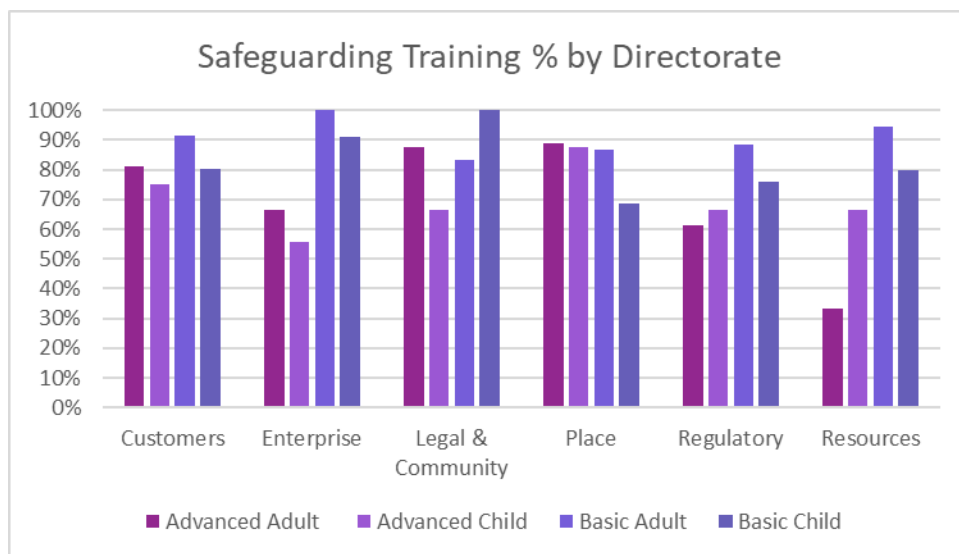
- Basic Child – Wednesday 5<sup>th</sup> June 2024

- Advanced Adult – Tuesday 11<sup>th</sup> June 2024
- Basic Adult – Thursday 20<sup>th</sup> June 2024
- Advanced Child – Wednesday 3<sup>rd</sup> July 2024
- Basic Adult – Tuesday 10<sup>th</sup> September 2024
- Basic Child – Thursday 17<sup>th</sup> October 2024
- Basic Adult – Wednesday 13<sup>th</sup> November 2024
- Basic Child – Tuesday 21<sup>st</sup> January 2025
- Basic Adult – Thursday 30<sup>th</sup> January 2025
- Advanced Adult – Wednesday 12<sup>th</sup> February 2025
- Advanced Child – Wednesday 26<sup>th</sup> February 2025
- Basic Adult – Wednesday 5<sup>th</sup> March 2025

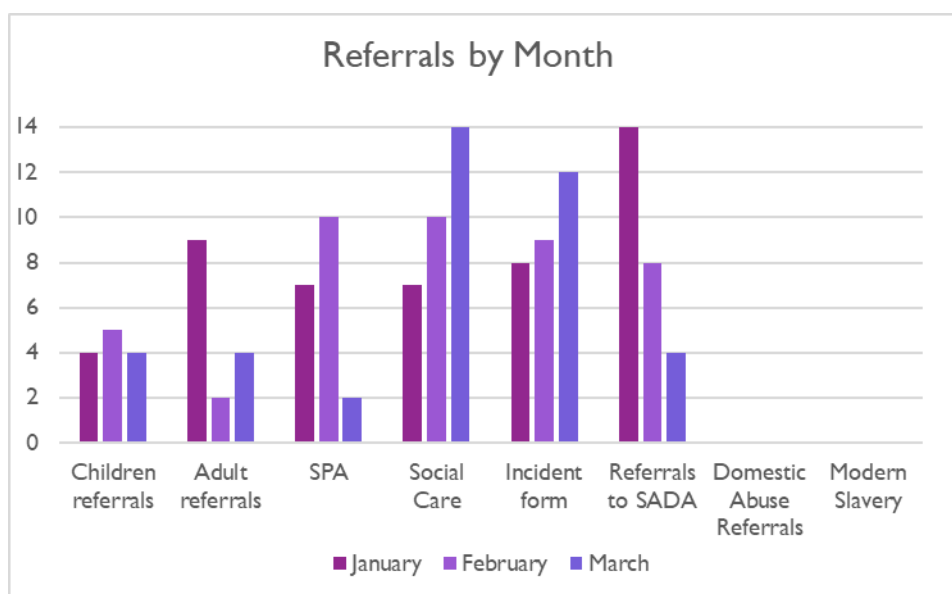
**Members safeguarding training compliance per requirement: (based on 49 Members)**

- E-learning 33% up to date
- Children 10% up to date
- Adults 16% up to date

**Safeguarding training by directorate:**



## Referrals by month



### Safeguarding Updates- March 2024

- 40 referrals were received into safeguarding in March. Of those referrals submitted to HCC and out of county;
- 16 referrals accepted.
- 4 referrals were not accepted.
- 4 external referrals, no feedback received at time of report.
- 12 internal incident forms only.
- In addition, NHC submitted 4 referrals to SADA.

### External Boards HSCP & HSAB

HSCP/HSAB L&D Newsletter April 2024 can be found at [HSAB and HSCP training and resources | Hertfordshire County Council](#)

### HSAB & HSCP Annual Conference: Safeguarding Against Exploitation

The Annual conference is on Thursday 20<sup>th</sup> June 9am to 3.30pm and is to be held at Hertfordshire Development Centre, in Stevenage. You can book a place here [Event : HSCP-HSAB-Safeguarding-Against-Exploitation-Conference - 24842 \(event-booking.org.uk\)](#)

### HSAB 7 Minute Briefings

HSAB will be sharing a 7 Minute Briefing once a month and the topics will relate to themes that have come out of the SARs.

This month's 7 Minute briefing is on Self Neglect and be viewed here [HSAB and HSCP training and resources | Hertfordshire County Council](#)

### Togetherall

Togetherall is an evidence based and clinically moderated, 24/7 online peer to peer Mental Health community, that is free to Hertfordshire residents and employees over 18.

April has been Stress Awareness month and Togetherall have produced a series of blogs that takes a closer look at the physical impacts of stress on our body and discusses coping skills that can be utilised in moments of high stress.

The blogs can be viewed here [Stress Awareness Month: Where does stress come from and what causes stress? | Togetherall](#)

### **The Children's Society Learning Programme**

The Children's Society has free courses available to book onto, so please see link for details and how to book. [Children's Society Learning Programme](#)

### **Hertfordshire Constabulary**

The concern for welfare element (Phase 1) The Right Care Right Person (RCRP) went live on 2<sup>nd</sup> April 2024:

- Police call handlers, who answer 101 and 999 calls, have received enhanced training to make decisions about the response to these calls.
- Every concern for welfare call will be individually assessed.
- Where police decide not to attend, an explanation will be provided to the caller.
- There is an agreed escalation process in place should a stakeholder be unhappy with a decision by the police.
- Extensive engagement with partner agencies ahead of going live and initially there will be daily meetings with partners following go live to allow any issues to be raised and quickly addressed.

Please visit for more information [Right Care Right Person | Hertfordshire Constabulary \(herts.police.uk\)](#)

### **Modern Slavery Referrals**

Victims of modern slavery can be referred to SADA for support and details can be found here [Modern slavery and human trafficking \(sharepoint.com\)](#)

To report a concern of modern slavery, please report this via the online form on Herts Police website [Report | Hertfordshire Constabulary \(herts.police.uk\)](#)

Please send a copy of any modern slavery referral, incident form and police report to [safeguarding@north-herts.gov.uk](mailto:safeguarding@north-herts.gov.uk)

Please contact the Safeguarding Team if you need advice on modern slavery.

### **Local Authority's for Referrals**

To ensure that referrals are sent to the correct Local Authority you can find out what local authority an address comes under by entering the postcode at this website [Find your local council - GOV.UK \(www.gov.uk\)](#)

For more information please contact:

Name: Lisa McDonald

Title: Interim Safeguarding Team Leader

Tel: 01462 474 143

Email: [safeguarding@north-herts.gov.uk](mailto:safeguarding@north-herts.gov.uk)

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

Any interest to declare/ or conflict and any dispensation granted <i>[if applicable]</i>	
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**SERVICE DIRECTORATE:** PLACE

**1. DECISION TAKEN**

- 1.1 To approve to hold a Bug Hunt event using Butts Close, Hitchin on the 21st July 2024 between 14.00 hrs and 16.00 hrs.

**2. DECISION TAKER**

- 2.1. Andrew Mills, Service Manager Greenspace

**3. DATE DECISION TAKEN:**

- 3.1 26<sup>th</sup> April 2024

**4. REASON FOR DECISION**

- 4.1 To support the organisers to provide an annual event for the whole community.

**5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The organisers have approached North Herts Council to host these events, no alternative options or locations have been considered.

**6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)**

- 6.1 Consultation has been undertaken with colleagues in the Safety Advisory Group and the Greenspace Team.

**7. FORWARD PLAN**

- 7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

**8. BACKGROUND/ RELEVANT CONSIDERATIONS**

- 8.1 The organisers have approached NHC for approval to use this location for their event.

**9. LEGAL IMPLICATIONS**

- 9.1 The authority has an obligation to ensure that the public open spaces it maintains are at a standard that are safe for everyone to use. Additionally, the authority has an obligation to ensure that any environmentally sensitive environment is not damaged due to actions or intentions of others.

**10. FINANCIAL IMPLICATIONS**

- 10.1 There are no financial risks as this opportunity is generating income.

**11. RISK IMPLICATIONS**

11.1 There are no risk implications. However, risk assessments have been considered to endeavour that this is a safe event.

**12. EQUALITIES IMPLICATIONS**

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 Central Government and national groups have expressed the continued importance of public Green Space in the health and well-being of communities. From April 2013 local authorities at county level are required to take on the statutory duty to improve the health of their communities as required by the Health and Social Care Act 2012 and with it, to acquire many of the public health services currently the responsibility of the NHS. The use of open spaces, parks, playgrounds, and relevant leisure facilities are promoted in terms of reducing the impact of obesity on long term health, the importance in the management of wellbeing and in aiding relaxation, as well as sensory' enjoyment.

**13. SOCIAL VALUE IMPLICATIONS**

13.1 The event is open to everyone.

**14. ENVIRONMENTAL IMPLICATIONS**

14.1 There are no known Environmental impacts or requirements that apply to this event.

**15. HUMAN RESOURCE IMPLICATIONS**

15.1 This item of work is contained within the Place Directorate existing work programs.

**16. BACKGROUND PAPERS**

16.1 None


**17. APPENDICES**

17.1 None

**NOTIFICATION DATE - 3<sup>rd</sup> May 2024**

**Signature of Executive Member Consulted .....Not Applicable.....**

**Date .....26<sup>th</sup> April 2024**

**Signature of Decision Taker .....  .....**

**Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.**



## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

Any interest to declare/ or conflict and any dispensation granted <i>[if applicable]</i>	
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**SERVICE DIRECTORATE:** PLACE

**1. DECISION TAKEN**

1.1 To approve an Armed Forces Day event using Broadway Gardens, Letchworth Garden City on the 22<sup>nd</sup> June 2024 between 10.00 – 16.00 hrs, (working with Letchworth BID).

**2. DECISION TAKER**

2.1. Andrew Mills, Service Manager Greenspace

**3. DATE DECISION TAKEN:**

3.1 1<sup>st</sup> May 2024

**4. REASON FOR DECISION**

4.1 To support the organisers to provide an annual event for the whole community.

**5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 The organisers have approached North Herts Council to host this event. No other locations have currently been considered for this event.

**6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)**

6.1 Consultation has been undertaken with colleagues in the Safety Advisory Group.

**7. FORWARD PLAN**

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

**8. BACKGROUND/ RELEVANT CONSIDERATIONS**

8.1 The organisers have approached NHC for approval to use this location for their event.

**9. LEGAL IMPLICATIONS**

9.1 The authority has an obligation to ensure that the public open spaces it maintains are at a standard that are safe for everyone to use. Additionally, the authority has an obligation to ensure that any environmentally sensitive environment is not damaged due to actions or intentions of others.

**10. FINANCIAL IMPLICATIONS**

10.1 There are no financial risks as this opportunity is generating income.

**11. RISK IMPLICATIONS**

11.1 There are no risk implications. However, risk assessments have been considered to endeavour that this is a safe event.

**12. EQUALITIES IMPLICATIONS**

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 Central Government and national groups have expressed the continued importance of public Green Space in the health and well-being of communities. From April 2013 local authorities at county level are required to take on the statutory duty to improve the health of their communities as required by the Health and Social Care Act 2012 and with it, to acquire many of the public health services currently the responsibility of the NHS. The use of open spaces, parks, playgrounds and relevant leisure facilities are promoted in terms of reducing the impact of obesity on long term health, the importance in the management of wellbeing and in aiding relaxation, as well as sensory' enjoyment.

**13. SOCIAL VALUE IMPLICATIONS**

13.1 The event is open to everyone.

**14. ENVIRONMENTAL IMPLICATIONS**

14.1 There are no known Environmental impacts or requirements that apply to this event.

**15. HUMAN RESOURCE IMPLICATIONS**

15.1 This item of work is contained within the Place Directorate existing work programs.

**16. BACKGROUND PAPERS**

16.1 None

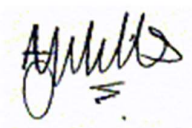
**17. APPENDICES**

17.1 None

**NOTIFICATION DATE - 3<sup>rd</sup> May 2024**

**Signature of Executive Member Consulted .....Not Applicable.....**

**Date .....1<sup>st</sup> May 2024**



**Signature of Decision Taker .....**

**Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.**

**Call-in does not apply to NON-EXECUTIVE DECISIONS**

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### **\*PART 1 – PUBLIC DOCUMENT**

Any interest to declare/ or conflict and any dispensation granted n/a

#### **SERVICE DIRECTORATE: LEGAL & COMMUNITY**

##### **1. DECISION TAKEN**

To approve the updated Forums name to 'Community' Forums and *to note* the administrative changes to section 8 to reflect the name changes to certain wards and membership numbers per Forum, as per Appendix A (as shown as tracked changes).

##### **2. DECISION TAKER**

The Leader, Cllr Elizabeth Denis in consultation with Jeanette Thompson, Service Director, Legal & Community.

##### **3. DATE DECISION TAKEN:**

1 May 2024

##### **4. REASON FOR DECISION**

4.1 To update to reflect a request following Chair and Vice Chair Forum discussions for a more inclusive title of 'Community' Forum (the remainder is not a decision – as it falls into the category of administrative accuracy).

##### **5. ALTERNATIVE OPTIONS CONSIDERED**

5.1. To retain the current title of 'Area Forums' until the Constitutional Review is undertaken, and reported through to Council in the autumn of 2024 (for implementation in 2025).

5.2. However, given the overall feedback from the Chairs, Vice Chairs and Executive Member for Community & Partnerships, and the fact that administrative changes were required before the new municipal year, the new title for the 'Community' Forums was considered appropriate and approved.

##### **6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS, AND THE PUBLIC)**

6.1. An informal 'year' end discussion was undertaken with the Chairs and Vice Chairs of the Area Forums in April, with the Executive Member for Community & Partnerships. Whilst some of the procedures and processes are yet to be considered as part of the Constitutional/ Forum review, one regarding an aspiration to increase community involvement was expressed, and the perception that 'Community Forum' as opposed to 'Area Forum' may lead to better understanding and involvement of North Herts residents. This name change has therefore been taken forward at this stage, in advance of the new municipal year, to encourage such involvement and to ensure consistency throughout 2024/25. The Deputy Leader was part of that aforementioned discussion, and has also been notified of this decision.

##### **7. FORWARD PLAN**

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

## **8. BACKGROUND/ RELEVANT CONSIDERATIONS**

- 8.1. Regarding the name change – see 6.1 above.
- 8.2. A calendar of meetings will need to be approved by Full Council at its Annual meeting in May. To ensure consistency of name throughout that municipal year, it was considered appropriate to make that change in advance of such a meeting. This also means that this can be reflected in the Council's meeting case management system – Mod.gov, and relevant Community & Partnership officers can publicise the newly titled Forum meetings appropriately.

## **9. LEGAL IMPLICATIONS**

- 9.1. The Area Forums are informal bodies without decision making powers, and the Terms of Reference can be amended by Leader, or executive/ officer as per the report to Council 14 April 2023. As per 14.6.16.1 of the Constitution, the scope of the Leader's responsibilities spans all Portfolios, ensuring co-ordination and a coherent approach to the Council's decision making. The Leader can make any decision which is delegated to any Executive Member. In discharging this particular decision, the Leader is exercising her overall specific responsibility for strategic decision making, following cross party issues raised with the Leader, and does so under section 14.6.16.5 of the Constitution. The relevant Executive Member with responsibility for Community & Partnerships had also requested this name change.
- 9.2. The Service Director: Legal & Community has delegations under 14.6.9(a): (v). *To authorise changes to the Governance Policies/ Protocols/ Codes or Guidance (as the case may be) that fall within the remit of the Monitoring Officer and/ or Legal Services (and are not already covered by 14.6.9 to reflect decisions of the Council / Committees and the Cabinet, or minor ones relating to changes of fact and law, or if required for practical purposes, in order to ensure the proper administration of the Council, subject to regular notification to all Members of such changes.* The Service Director concerned also has responsibility for Community & Partnerships and was therefore consulted.
- 9.3. The North Hertfordshire (Electoral Changes) Order 2023 No 1024, created 25 wards some with differing names to those previously set out under the areas listed in section 9.8 of Appendix A. This Order also increased the number of Councillors from 49 to 51 and this needs to be reflected in the relevant section cited.

## **10. FINANCIAL IMPLICATIONS**

- 10.1. None.

## **11. RISK IMPLICATIONS**

- 11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.
- 11.2 Otherwise none.

## **12. EQUALITIES IMPLICATIONS**

- 12.1 The Public Sector Equality Duty seeks Public Authorities to have due regard to encourage persons those who share a protected characteristic to participate in public life or other activities where participation is usually low. The decision may assist in this area.

**13. SOCIAL VALUE IMPLICATIONS**

13.1 In respect of procurement, none identified.

**14. ENVIRONMENTAL IMPLICATIONS**

14.1 None identified.

**15. HUMAN RESOURCE IMPLICATIONS**

15.1 None identified.

**16. BACKGROUND PAPERS**

16.1 None.

**17. APPENDICES**

17.1 Appendix A – Community Forums as amended.

**NOTIFICATION DATE**

**3 May 2024**

**Signature of Executive Member (Leader) Decision taker...**



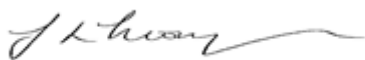
**Date .....30 April 2024**

**Consultees:**

**Signature of Executive Member for Community & Partnerships**



**Signature of Service Director: Legal & Community consultee Decision Taker**



...

**Call-in does not apply to NON-EXECUTIVE DECISIONS. This decision is partly Executive and administrative (therefore Non-Executive).**

## SECTION 9 **COMMUNITY FORUMS**<sup>1</sup>

### 9. **Community Forums**

#### 9.1 **Introduction:**

To promote greater engagement with our communities, North Herts Council has five informal Forums which cover different geographical areas of the district. These are to provide a 'sounding board' for community opinion and an opportunity to input to the Council, via a Forum or their Councillors at a local level. In addition to the local community, County Councillors, Parish/Town, Community Councillors and other partners such as the Police, are welcomed to the Forum meetings, and to speak on an item.

9.2 All Members of the Council will be a member of a Forum that includes their own Ward.

9.3 Each Forum elects its Chair and Vice-Chair annually. If a Chair and Vice Chair cannot be appointed at the first meeting of a Forum or at the next available meeting, such appointment shall be made at the subsequent ordinary Council meeting by Full Council.

9.4 Meetings: each Forum will aim to meet at least four (4) times per year, with the flexibility to meet virtually, hybrid or in person. The dates are agreed by Full Council at Annual Council, however, may be moved or cancelled in consultation with the Chair (or Vice Chair in their absence).

9.5 Although this is an informal body, the quorum for all Forums shall be 3 (three). The Forums will aim to make recommendations by consensus; however, in the event of a vote, and a tie, the Chair will have a casting vote under normal principles.

9.6 The aim is for each Forum to set a topic or theme for each meeting at the start of the municipal year, with input from the Councillors, communities and partners. The Chair will aim to do this with all the Forum membership, however, will have the final say as to agenda setting.

#### 9.7 **Terms of Reference**

9.7.1. To act as a Forum for discussion on matters of local interest and to elicit/hear the views of local bodies and organisations.

9.7.2. To consider and act as an advisory body to the relevant Executive Member for grants who approves these (in consultation with the relevant Service Director). Any 'between meeting' grant applications can be dealt with in urgent situations with the recommendation of the Area Forum members by email or in urgent situations, the Chair.

9.7.3. To undertake a community leadership role in bringing together different interest groups from the public, private and voluntary sectors to work in partnership to meet the Council's corporate strategic and local objectives.

9.7.4. To receive petitions, presentations and questions from members of the public, groups and outside bodies on matters relating to their area.

9.7.5. To provide local input into service specifications where feasible for a local area and input for relevant local area consultations.

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<sup>1</sup> These terms of reference may be amended by the Leader, Executive or Officer in consultation with the Executive. These are not formal decision-making bodies

9.7.6. In line with the Council's adopted Statement of Community Involvement to receive any presentations from developers, their agents and/ or Council officers on relevant applications for Strategic Housing Sites and other significant development (as defined in Policy SP9 of the Council's Local Plan), ask questions and provide comments accordingly.

9.8 Community area, membership and wards

Community Forum	Membership	Composition
Baldock and District	<del>7</del>	The Wards of Baldock East, Baldock <del>West</del> , Arbury and Weston <del>&amp;</del> Sandon which comprise the parishes of Ashwell, <del>Baldock (unparished)</del> Bygrave <del>(East &amp; West ward)</del> , Caldecote, Clothall, Hinxworth, Newnham, Radwell, Rushden, Sandon, Wallington and Weston.
Hitchin	<del>12</del>	The Wards of Hitchin Bearton, Hitchin Highbury, Hitchin Oughton, Hitchin Priory (including <del>Hitchin unparished</del> , the north ward of the parish of St Ippolyts) and Hitchin Walsworth.
Letchworth	<del>12</del>	The Wards of Letchworth Grange, Letchworth <del>Norton</del> , Letchworth South East, Letchworth South West and Letchworth Wilbury <del>(including Letchworth unparished)</del> .
Royston and District	<del>8</del>	The Wards of <del>Ermine</del> , Royston Heath, Royston Meridian and Royston Palace (which comprise the area of Royston Town Council, <del>and</del> the parishes of Barkway, Barley, Kelshall, Nuthampstead, Reed and Therfield).
Southern Rural	<del>12</del>	The Wards of Cadwell, Codicote, <del>&amp; Kimpton</del> , Graveley <del>St Ippolyts &amp;</del> Wymondley, <del>Great Ashby</del> , Hitchwood, <del>Knebworth and Offa</del> (which comprise the parishes of Codicote, Graveley, Great Ashby, Hexton, Holwell, Ickleford, <del>Kimpton</del> Kings Walden, <del>Knebworth</del> , Langley, Lilley, Offley, <del>Pirton</del> , <del>Preston</del> , <del>St Ippolyts (south ward)</del> , St Pauls Walden <del>and</del> Wymondley.

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**EAST TEAM**

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
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**Ashwell Parish Council**

24/00452/LBC	Dr Reuben Thomas 1 Gardiners Lane, Ashwell, Hertfordshire, SG7 5NZ	1 Gardiners Lane Ashwell Hertfordshire SG7 5NZ  Dr Reuben Thomas  To replace the windows at the rear of the building (2 in the kitchen, ground floor, 1 in the bathroom, 1st floor above the arch) with 4:6:4 slimlite glazing, with wooden frames made to match the existing windows.
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**Baldock**

24/00938/FPH	Michael Dales Partnership Limited Mrs Helena Dean 65 Hermitage Road, Hitchin, SG5 1DB, United Kingdom	31 Pinnocks Lane Baldock Hertfordshire SG7 6DD  Mr & Mrs Armitage  First floor rear extension over existing dining room and insertion of rooflights to existing rear roofslope.
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**Barley Parish Council**

24/00898/TCA	Mr Michael Oakman Oakleaf Solutions 87 High Street, Puckeridge, SG11 1RX, United Kingdom	Paddock View High Street Barley Royston Hertfordshire SG8 8HX  Mr Ian Northern  2 x Hawthorn - Reduce canopy 1m. 2x Plum - Reduce canopy by 1m. Elm - Reduce by 1m and remove crossing branches.
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**Hinxworth Parish Council**

24/00943/TCA	Mr Ewan Habben Hbn Trees 61 Moorymead Close, Watton At Stone, SG14 3HF, United Kingdom	The Wolery The Close Hinxworth Baldock Hertfordshire SG7 5HS  Mr Ewan Habben  2x Silver Birch - Crown reduction of up to 2m to suitable growth points. Crown lift to 5m. A total of 25% Crown Reduction & lift.
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24/00906/TCA	Mr Jack Emmerson Rustle 14 Chiltern road, Hitchin, SG4 9PJ, United Kingdom	15 Broadwater Avenue Letchworth Garden City Hertfordshire SG6 3HE  Mr Jack Emmerson  Bay - Remove
24/00908/TCA	Mr Dom Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN	187 Nevells Road Letchworth Garden City Hertfordshire SG6 4TS  Ms Carol Hunter  T2 Sycamore - Remove the 2 lower limbs
24/00927/FPH	Mr Anthony Dolman 94 Wilbury Road, Letchworth Garden City, Hertfordshire, SG6 4JJ	94 Wilbury Road Letchworth Garden City Hertfordshire SG6 4JJ  Mr Anthony Dolman  Single storey side extension to incorporate single storey attached garage and habitable accommodation.
24/00929/LDCP	CROE Architects Mr Joe Reader Suite 10, 18 Walsworth Road, Hitchin, SG4 9SP, United Kingdom	3 Unwin Close Letchworth Garden City Hertfordshire SG6 3RS  Mr Lord  Single storey rear extension, replace existing detached garage door with a window to facilitate conversion into habitable accommodation and alterations to existing rear conservatory.
24/00936/TCA	Mrs Lesley McNeill 45 Glebe Road, Letchworth Garden City, SG61DS, United Kingdom	45 Glebe Road Letchworth Garden City Hertfordshire SG6 1DS  Mrs Lesley McNeill  T1 Walnut - Crown reduce by approx 30%, remove all major deadwood and lift lower branches to provide sufficient clearance to property.
24/00966/TCA	Liz Smith Fletchers Trees Ltd PO Box 401, Hertford, SG13 9LD	Car Parking Area Adjacent To 23 Old Westbury Letchworth Garden City Hertfordshire  Louise Gentle  T1 Pine - Crown reduce by 2.5m, remove major deadwood from within crown, reduce back building side to provide minimum 2m clearance. T2 Yew - Crown reduce by 2.5m, remove major deadwood from within crown, reduce back building side to provide minimum 2m clearance. Raise crown all round to 3m

24/00914/TPO Mr Joshua Carter SP Landscapes & Tree Contractors LTD  
Arboracre, Elms Road, Red Lodge, Bury St. Edmunds, IP28 8TD, United Kingdom  
6 Tall Trees Royston Hertfordshire SG8 7EG  
Joshua Carter  
T1 Copper Beech - Full Crown reduce by 1.5-2m

24/00916/FPH Mr Martin Reeves  
Bridgefoot Farm House, Barley Road, Heydon, Royston, SG87PU, United Kingdom  
5 Princes Mews Royston Hertfordshire SG8 9BN  
Mr Martin Reeves  
Replace existing front garage door with windows to facilitate conversion into habitable accommodation.

## WEST TEAM

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
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### Great Ashby Community Council

24/00953/FP	Lacq Studio Thien Tran 18 Teasel Way, Peterborough, PE7 8NU, United Kingdom	70 Cleveland Way Great Ashby Stevenage Hertfordshire SG1 6BZ  Mr Moise Turkson  Change of use of amenity land to residential garden land and Installation of side boundary fence following removal of existing brick garden wall and low timber fence
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### Hitchin

24/00713/FPH	Pavandeep Haer 93 Ninesprings Way, Hitchin, SG4 9NU, United Kingdom	93 Ninesprings Way Hitchin Hertfordshire SG4 9NU  Pavandeep Haer  Retention of single storey rear extension, hip to gable roof extension and insertion of dormer window to rear elevation and rooflights to existing front elevation roofslope to facilitate conversion of loftspace into habitable accommodation (revision of previously approved planning permission granted 02.12.2020)
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24/00878/FPH	Binney And Sims Design Mrs Katie Davis-Binney Binney And Sims Design, Bellingham House, 2 Huntingdon Street, St Neots, PE19 1BG	3 Brook View Hitchin Hertfordshire SG4 9NY  Talia Galloway  First floor front extension. Alterations to roof including hip to gable roof extension; raised height of existing chimney and insertion of front and rear box dormer windows including rear balcony to facilitate conversion of loft into habitable accommodation. Alterations to fenestration
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24/00883/AD	Walsingham Planning Ltd. Mr William Groarke Brandon House, King Street, Knutsford, WA16 6DX, United Kingdom	The Anchor 84 Cambridge Road Hitchin Hertfordshire SG4 0JH	Mr William Groarke  Installation of externally illuminated and non-illuminated signage
24/00885/FPH	Pentangle Design Group Mr Jonathan Read Suite 1, 21 Bancroft , Hitchin, SG5 1JW, United Kingdom	14 High View Hitchin Hertfordshire SG5 2HL	Me & Mrs Williams  Two storey rear extension including Juliet balcony and raised rear patio area
24/00919/LDCP	NAPC Limited Miss Joss Muir Suite 121, Watermoor Point, Watermoor Road, Cirencester, GL7 1LF	29 The Crescent Hitchin Hertfordshire SG5 2PA	Burgess  Siting of single unit mobile home in rear garden for purposes ancillary to the main dwelling
24/00933/TCA	Mr Mark Reed Bartlett Tree Experts Bartlett Tree Experts, Coursers Farm, Coursers Road, Colney Heath, AL4 0PD, United Kingdom	111 Walsworth Road Hitchin Hertfordshire SG4 9SP	Ms Owen  T2 Lime - Pollard back to previous pollard points. Remove major deadwood throughout crown. T6 Norway Maple - Crown reduction by removing 2 to 3m growth in height and spread pruning back to suitable growth points to leave a balanced crown.
24/00942/TCA	Mr Jack Emmerson Rustle 14 Chiltern road, Hitchin, SG4 9PJ, United Kingdom	41 The Avenue Hitchin Hertfordshire SG4 9RQ	Mr Jack Emmerson  T1, T2, T3, T4, Maple - Re pollard by 50%.
<b>Ickleford Parish Council</b>			
24/00882/FPH	Mr Mark Kunes 4 Longmeadow Drive, Ickleford, Hitchin, Hertfordshire, SG5 3TJ	4 Longmeadow Drive Ickleford Hitchin Hertfordshire SG5 3TJ	Mr Mark Kunes  Installation of freestanding air source heat pump in front garden
<b>Knebworth Parish Council</b>			

24/00894/FPH Acre Planning Limited Mr Tim 9 Stevenage Road  
Brookman Knebworth  
37 Acre Street, Stroud, GL5 1DR Hertfordshire  
SG3 6AN

Mr N McCarthy

Erection of rear outbuilding following demolition of existing shed

#### **Offley Parish Council**

24/00899/FPH Mr Lee Beresford 36 Garden Fields  
36 Garden Fields, Great Offley, Great Offley  
Offley, Hitchin, SG5 3DF, United Kingdom Hitchin  
Hertfordshire  
SG5 3DF

Mr Lee Beresford

First floor side extension over existing attached garage and part two storey and part single storey rear extension. Alterations to fenestration

#### **Preston Parish Council**

24/00928/PNR Agricultural Building At The Rear Of Pond Farmhouse  
Charlton Road  
Preston  
Hertfordshire  
SG4 7TS

Alison Jeffers

Change of Use of agricultural building to Community Shop (floorspace less than 150 sq metres)

#### **St Ippolytts Parish Council**

24/00525/FPH JK Architecture Mr Paul Buckthorpe 17 Langbridge Close  
The Gables, Bury Road, Bury, Cambs, Hitchin  
PE26 1NE Hertfordshire  
SG4 9EL

Mr And Mrs Powell

Two storey side extension (as a variation of planning permission 17/02658/1HH granted 19.12.2017)

24/00629/LBC Mr Colin Eades Rose Cottage  
Rose Cottage, High Street, Gosmore, High Street  
Hitchin, Hertfordshire, SG4 7QQ Gosmore  
Hitchin  
Hertfordshire  
SG4 7QQ

Mr Colin Eades

Single storey rear extension.

#### **St Pauls Walden Parish Council**

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 03/05/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 23/05/2024**

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24/00887/FPH	Damien Poulter Mr Damien Poulter 9 Bakers Grove, Welwyn Garden City, Hertfordshire, AL7 2DJ	53B High Street Whitwell Hitchin Hertfordshire SG4 8AJ
		Ms Anita Gregory
		Front Porch infill extension. Insertion of 2no rear rooflights to facilitate conversion of loft space into habitable accommodation
24/00893/FPH	Hertfordshire Architects Ltd Mrs Pamela Stokes 13 Cubitts Close, Welwyn, Hertfordshire, AL6 0DZ	7 High Street Whitwell Hitchin Hertfordshire SG4 8AJ
		Mr & Mrs Robert and Christine Bailey
		Single storey rear extension following demolition of existing extension and insertion of first floor rear window.

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(Including Withdrawn decisions)

**EAST TEAM**

<b>Application No:</b> 23/00604/DOC	<b>Location:</b> Land North Of 68 London Road Baldock Hertfordshire SG7 6JL  <b>Applicant Name:</b> Mr Saunders Foxberry Developments Ltd <b>Description:</b> Details reserved by Condition 29 (Landscape Ecological Management Plan) as attached to Planning Application 20/02507/FP granted on 04.07.2022	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 01/05/2024
<b>Application No:</b> 23/00898/FP	<b>Location:</b> Land Adjacent To 63 High Street Barkway Hertfordshire SG8 8EB  <b>Applicant Name:</b> Dr W Nicolson <b>Description:</b> Change of use and conversion of existing barn to provide one 2-bed dwelling and extension of existing garage.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 26/04/2024
<b>Application No:</b> 23/00899/LBC	<b>Location:</b> Land Adjacent To 63 High Street Barkway Hertfordshire SG8 8EB  <b>Applicant Name:</b> Dr W Nicolson <b>Description:</b> Internal and external alterations to facilitate barn conversion to provide one 2-bed dwelling and extension of existing garage	<b>Decision:</b>  Conditional Consent <b>Decision Date:</b> 26/04/2024
<b>Application No:</b> 24/00106/FP	<b>Location:</b> 3 High Street Baldock Hertfordshire SG7 6AZ  <b>Applicant Name:</b> Mr Basra Oakmont Estates Ltd <b>Description:</b> Conversion of part of ground floor from commercial use (Class E) to residential use to create one 2-bed flat (as a resubmission of application reference 23/02351/FP).	<b>Decision:</b>  Refused <b>Decision Date:</b> 26/04/2024
<b>Application No:</b> 24/00246/FPH	<b>Location:</b> 11 Eastholm Green Letchworth Garden City Hertfordshire SG6 4TW  <b>Applicant Name:</b> Mr John Spinks <b>Description:</b> Two storey rear extension following demolition of existing rear element (as amended by plans received on 14th and 18th March 2024).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 25/04/2024
<b>Application No:</b> 24/00423/FPH	<b>Location:</b> 20 Morton Street Royston Hertfordshire SG8 7AZ  <b>Applicant Name:</b> Aoife Bloomer <b>Description:</b> Part single part two storey side extension (as amended by plans received on 22/04/2024).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00485/S73	<b>Location:</b> Land Adjacent To 9 North End Kelshall Hertfordshire SG8 9SD  <b>Applicant Name:</b> Mr and Mrs Mark and Claire Williams <b>Description:</b> Variation of Condition 9 (Access) of outline planning permission 20/02292/OP granted on 03.09.2021 for a single dwelling with new vehicular access onto North End (appearance, landscaping and layout reserved)(as amended by plans received on 31 March 2021).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00506/FPH	<b>Location:</b> 15 South Road Baldock Hertfordshire SG7 6BZ  <b>Applicant Name:</b> Mrs Rhodes <b>Description:</b> Single storey rear extension following demolition of existing conservatory	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 26/04/2024
<b>Application No:</b> 24/00541/LBC	<b>Location:</b> 96 High Street Barkway Royston Hertfordshire SG8 8EF  <b>Applicant Name:</b> Kate Pinnock <b>Description:</b> Repairs to a side wall internally and externally. Other internal and external works.	<b>Decision:</b>  Conditional Consent <b>Decision Date:</b> 01/05/2024

**EAST TEAM**

**Application No:** 24/00574/FP **Location:** Sells Close House High Street Barley Hertfordshire SG8 8HY **Decision:**  
**Applicant Name:** Mr Alexander Strong **Decision Date:** Conditional Permission  
**Description:** Change of use of former agricultural land to residential garden. 01/05/2024

**Application No:** 24/00643/FP **Location:** 16 Palace Gardens Royston Hertfordshire SG8 5AD **Decision:**  
**Applicant Name:** Mr & Mrs A Hiom **Decision Date:** Conditional Permission  
**Description:** Two storey side extension, single storey rear and side extension, erection of front entrance canopy, insertion of rooflights to existing front and one rooflight and two box dormer windows to existing rear roofslope to facilitate conversion of loft space into habitable accommodation following demolition of existing rear conservatory (as amended by plans received 30th April 2024). 30/04/2024

**Application No:** 24/00683/LDCE **Location:** High Beeches Mill Lane Therfield Royston Hertfordshire SG8 9PR **Decision:**  
**Applicant Name:** Mr Paul Rabbetts Green Rabbit Developments Ltd **Decision Date:** Granted Permission  
**Description:** Confirmation of a material start on site of planning permission ref: 21/03458/FP, Excavation and level reduction to create new access. Installation of base course to new access. Installation of new drainage beneath proposed crossover. New manhole and diversion of drainage to serve new dwelling. 30/04/2024

**Application No:** 24/00770/DOC **Location:** 45 Old North Road Royston Hertfordshire SG8 5EP **Decision:**  
**Applicant Name:** Mr Robert Newbound **Decision Date:** Approval of Details  
**Description:** Details reserved by Condition 2 (Materials Details) of planning permission reference 06/02357/1HH granted on 04.12.2006. 29/04/2024

**Application No:** 24/00775/TPO **Location:** 9 Woodforde Close Ashwell Baldock Hertfordshire SG7 5QE **Decision:**  
**Applicant Name:** Mr Malcolm Vorley **Decision Date:** Conditional Consent  
**Description:** T1. Ash - Re-pollard back to previous points, Reduce limbs by 0.5 - 1m, shape and balance. T2. Hawthorn - Reduce height up to 2m shape and balance. 01/05/2024

**Application No:** 24/00777/SO **Location:** Land Off Newnham Road Newnham Road Newnham Hertfordshire **Decision:**  
**Applicant Name:** Balance Power Projects Ltd **Decision Date:** Not Required  
**Description:** Screening Opinion: Installation of Battery Energy Storage System with associated infrastructure and access 29/04/2024

**WEST TEAM**

**Application No:** 22/03159/DOC **Location:** Land Adjacent To Dungarvan Back Lane Preston Hertfordshire **Decision:**  
**Applicant Name:** Mr Nathan Craker Elivia Homes **Decision Date:** Approval of Details  
**Description:** Details reserved by Condition 21 (Final design of the drainage scheme) as attached to Planning Application 21/02632/FP granted on 14.07.2022 30/04/2024

**Application No:** 24/00207/FP **Location:** Pirton Sports And Social Club Walnut Tree Road Pirton Hitchin Hertfordshire SG5 3PX **Decision:**  
**Applicant Name:** Mr Roberts Pirton Parish Council **Decision Date:** Conditional Permission  
**Description:** Erection of pavilion and subsequent demolition of existing pavilion building 25/04/2024

**Application No:** 24/00218/FP **Location:** East Lodge Lilley Bottom Lilley Luton Hertfordshire LU2 8NH **Decision:**  
**Applicant Name:** Mr & Mrs Bengougam **Decision Date:** Conditional Permission  
**Description:** Alterations to part of the roof to create a raised pitched roof including insertion of two dormer windows; one side rooflight in roofslope; one box dormer window in opposite side roofslope; first floor Juliet balcony on rear elevation and raised chimney. 01/05/2024

**WEST TEAM**

<b>Application No:</b> 24/00334/FPH	<b>Location:</b> 1 Forge Close Hitchin Hertfordshire SG5 1QP <b>Applicant Name:</b> Mr Ryan Marshall <b>Description:</b> Front porch extension. Insertion of rooflight to existing front roofslope and box dormer with glass Juliet balcony to existing rear roofslope to facilitate conversion of loftspace into habitable accommodation.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/05/2024
<b>Application No:</b> 24/00355/FP	<b>Location:</b> Laundry Cottage Stud Hitchin Lane Old Knebworth Hertfordshire SG3 6QL <b>Applicant Name:</b> Mr And Mrs Colin And Melba Bryce Simply Planning <b>Description:</b> Amalgamation of two dwellings on site into one dwelling. Demolition and rebuild of existing ancillary residential storage within the former stables to create a 6-bed dwelling. External alterations to elevations of the existing property.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00380/FPH	<b>Location:</b> 30 Wymondley Road Hitchin Hertfordshire SG4 9PR <b>Applicant Name:</b> Mr Ben Phillips John smith <b>Description:</b> Replace gravel driveway and part of front grass lawn with resin driveway	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00387/FPH	<b>Location:</b> 4 Freewaters Close Ickleford Hitchin Hertfordshire SG5 3TQ <b>Applicant Name:</b> Mr James Delow <b>Description:</b> Single storey rear extension following demolition of existing conservatory and utility room. Front canopy, alterations to fenestration and external cladding. Alterations to existing detached garage roof and fenestration to facilitate conversion to home office (as amended by plans and DAS received on 25/04/2024 and plan received on 30/04/2024).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00420/FP	<b>Location:</b> Land To The West Of Hitchin Lane (Folly Lane) <b>Applicant Name:</b> Mr M Watts GLEMAG LTD <b>Description:</b> Installation of a new vehicular access off Hitchin Lane together with associated field gate (as amended by plans received 22/04/2024)	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00427/DOC	<b>Location:</b> 81 Whinbush Road Hitchin Hertfordshire SG5 1PZ <b>Applicant Name:</b> Mr Bimal Barchha <b>Description:</b> Details reserved by Condition 11 (Land Contamination) of planning permission reference no. 22/02953/FP granted 30.03.2023.	<b>Decision:</b> Agreed <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00449/FPH	<b>Location:</b> The Coach House Todds Green Stevenage Hertfordshire SG1 2JE <b>Applicant Name:</b> Mr D Huggins <b>Description:</b> First floor rear extension and single storey side extension with terrace above following demolition of existing conservatory. Alterations to fenestration	<b>Decision:</b> Refused <b>Decision Date:</b> 25/04/2024
<b>Application No:</b> 24/00535/FPH	<b>Location:</b> 63 Pondcroft Road Knebworth Hertfordshire SG3 6DE <b>Applicant Name:</b> Mr Mark Redfern <b>Description:</b> Single storey rear and side extensions. Alterations to existing roof and insertion of rear box dormer window, two front rooflights and second floor side window to facilitate conversion of loft into habitable accommodation. Alterations to fenestration.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 25/04/2024



**WEST TEAM**

<b>Application No:</b> 24/00642/FPH	<b>Location:</b> 16 Lister Avenue Hitchin Hertfordshire SG4 9ES  <b>Applicant Name:</b> Mr & Mrs Bell <b>Description:</b> Single storey rear extension/partial infill of loggia and alterations to fenestration to existing rear element (as amended by plans received on 08/04/2024).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00653/FPH	<b>Location:</b> 65 Periwinkle Lane Hitchin Hertfordshire SG5 1TZ  <b>Applicant Name:</b> Mr & Mrs Tom Ferguson <b>Description:</b> Insertion of rear box dormer window and two front roof lights to facilitate loft conversion. Alterations to garage to facilitate partial garage conversion into home office and store.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00735/TCA	<b>Location:</b> Honeysuckle Cottage 1 Church Green Great Wymondley Hitchin Hertfordshire SG4 7HA <b>Applicant Name:</b> Ms Katy Schafer <b>Description:</b> Magnolia - Remove	<b>Decision:</b>  No Objection <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00750/LDCP	<b>Location:</b> Dower House The Hoo Codicote Road Whitwell Hitchin Hertfordshire SG4 8HN <b>Applicant Name:</b> Maureen Pekenc <b>Description:</b> Single storey rear extension	<b>Decision:</b>  Granted Permission <b>Decision Date:</b> 30/04/2024
<b>Application No:</b> 24/00848/HCC	<b>Location:</b> Pirton School High Street Pirton Hitchin Hertfordshire SG5 3PS  <b>Applicant Name:</b> Hertfordshire County Council Spatial Planning Unit <b>Description:</b> Replacement of existing concrete tiled roof and existing gutters and downpipes. Addition of solar film to existing windows NORTH HERTS COUNCIL : CONSULTEE ONLY	<b>Decision:</b>  No Objection <b>Decision Date:</b> 30/04/2024