

## NORTH HERTS COUNCIL

**WEEK ENDING FRIDAY 3  
FEBRUARY 2023**

# 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 30 JANUARY 2023

None

### FORTHCOMING MEETINGS WEEK COMMENCING 6 FEBRUARY 2023

Licensing and Regulation Committee – 7 February 2023  
Planning Control Committee – 9 February 2023

### CHAIR'S ENGAGEMENTS WEEK COMMENCING 6 FEBRUARY 2023

Date	Event	Location
	None	

### VICE-CHAIR'S ENGAGEMENTS WEEK COMMENCING 6 FEBRUARY 2023

Date	Event	Location
	None	

### OTHER EVENTS WEEK COMMENCING 6 FEBRUARY 2023

Date	Event	Location
	None	



## PLACE

# MEMBERS INFORMATION NOTE

### **Active North Herts Strategy**

The Council has recently appointed consultants to develop a new Active North Herts Strategy to support local people to be more active. The new Strategy will shape the future provision of sport and physical activity facilities and services across North Herts to better meet the needs of the community and help improve the long-term health and wellbeing of all our residents.

The strategy will be developed using a four-stage approach:

- Stage 1 – Strategic review & needs assessment
- Stage 2 – Stakeholder consultation
- Stage 3 - Current state analysis
- Stage 4 – Strategy development

On 01 February an online survey to residents, schools and sports groups was launched for a period of three weeks. The findings will provide a better understanding of the barriers faced by people who wish to be more active and the opportunities to overcome these and help develop the new Strategy.

Members can access the survey via the following link:

<https://bit.ly/activenorthherts>

It would be appreciated if you can share any social media etc. to encourage people to take part.

The Strategy is due to be completed May 2023.

For more information please contact:

Louise Randall

Leisure Manager

Tel: 01462 474 387

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

**Incidents Summary Analysis by Zone**  
**North Herts**  
**01/01/2023 to 01/02/2023**

# Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

## Category Summary

### Zone: Baldock

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Anti-Social Behaviour	Indecency	1
Concern for Welfare	Mental Health	1
Post Event Viewing	Download For Police	3

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**Total No. of Incidents in Zone Baldock: 5**

### Zone: Hitchin

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Alarm Activation		1
Anti-Social Behaviour	Drunken Behaviour	10
Assault	ABH	3
Concern for Welfare		7
Criminal Damage		1
Other		3
Police Request	Warrant or Wanted	2
Post Event Viewing	Download For Police	6
Traffic Incident	RTC	1
Weapon	Knife	1

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**Total No. of Incidents in Zone Hitchin: 35**

### Zone: Knebworth

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Concern for Welfare	Missing Persons	1

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**Total No. of Incidents in Zone Knebworth: 1**

### Zone: Letchworth

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Alarm Activation	Personal Attack	1
Anti-Social Behaviour	Disorder	3
Assault	ABH	1
Burglary		1
Concern for Welfare	Missing Persons	13
Domestic		1
Police Request		1
Post Event Viewing	Download For Police	1
Suspicious Activity		2
Vehicle		1
Weapon	Knife	2

## Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

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**Total No. of Incidents in Zone Letchworth: 27**

### Zone: Royston

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Assault		1
Concern for Welfare	Missing Persons	1
Post Event Viewing	Download For Police	1

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**Total No. of Incidents in Zone Royston: 3**

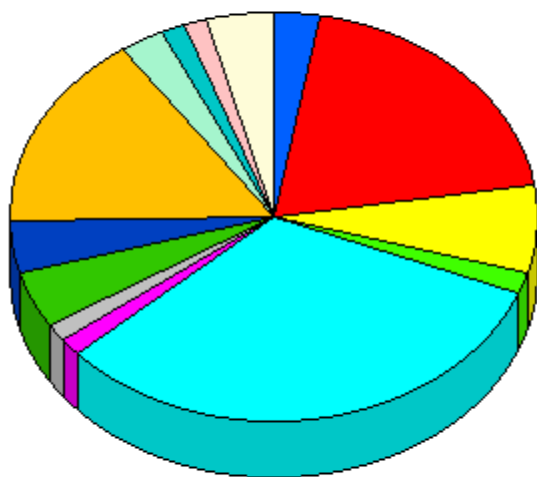
**Total No. of Incidents : 71**

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# Incidents Summary Analysis by Zone

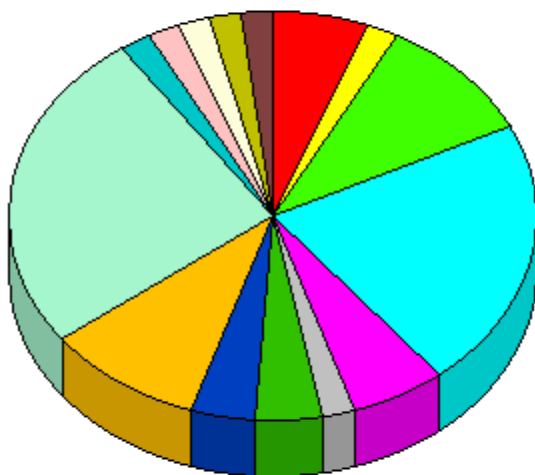
01/01/2023 to 01/02/2023

## No. of Incidents by Category



Alarm Activation	2.8%
Anti Social Behaviour	19.7%
Assault	7.0%
Burglary	1.4%
Concern for Welfare	32.4%
Criminal Damage	1.4%
Domestic	1.4%
Other	4.2%
Police Request	4.2%
Post Event Viewing	15.5%
Suspicious Activity	2.8%
Traffic Incident	1.4%
Vehicle	1.4%
Weapon	4.2%
<b>Total:</b>	<b>100.0%</b>

## No. of Incidents by Sub Category



	0.0%
ABH	5.9%
Affray	2.0%
Disorder	9.8%
Download For Police	21.6%
Drunken Behaviour	5.9%
Indecency	2.0%
Injury	3.9%
Knife	3.9%
Mental Health	9.8%
Missing Persons	25.5%
Nuisance	2.0%
Operation	2.0%
Personal Attack	2.0%
RTC	2.0%
Warrant or Wanted	2.0%
<b>Total:</b>	<b>100.0%</b>

# Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

## Call Source Summary

### Zone: Baldock

<u>Call Source</u>	<u>No. of Incidents</u>
Police Airwaves	2
Post Event Viewing	3

**Total No. of Incidents in Zone Baldock: 5**

### Zone: Hitchin

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	8
Police Airwaves	14
Police Control	4
Post Event Viewing	6
Town Link	3

**Total No. of Incidents in Zone Hitchin: 35**

### Zone: Knebworth

<u>Call Source</u>	<u>No. of Incidents</u>
Police Airwaves	1

**Total No. of Incidents in Zone Knebworth: 1**

### Zone: Letchworth

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	3
Police Airwaves	12
Police Control	10
Post Event Viewing	1
Town Link	1

**Total No. of Incidents in Zone Letchworth: 27**

### Zone: Royston

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	1
Police Airwaves	1
Post Event Viewing	1

**Total No. of Incidents in Zone Royston: 3**





## Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

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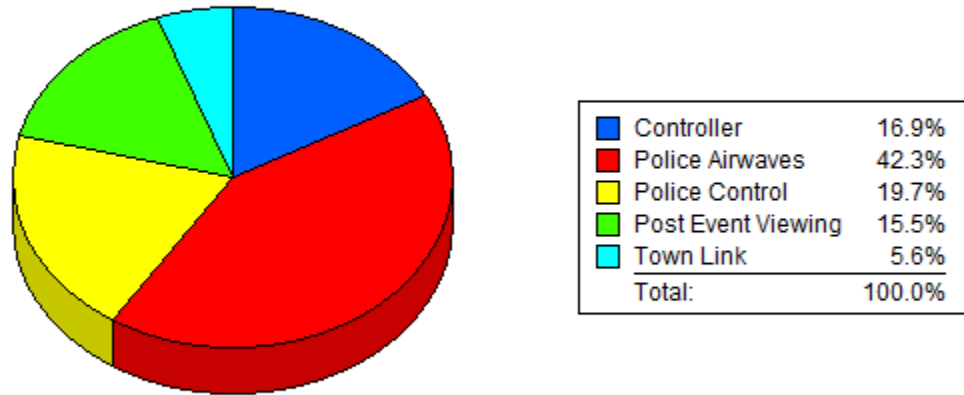
<b>Total No. of Incidents :</b>	<b>71</b>
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## Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

### No. of Incidents by Call Source



# Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

## Camera Summary

### Zone: Baldock

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00801	Mansfield Road	3
00804	High Street Junc	2
00806	Great North Road	1

**Total No. of Incidents in Zone Baldock: 5**

### Zone: Hitchin

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00300	Bancroft North	5
00301	Bancroft Park Car	1
00302	Bancroft Middle	4
00303	Bancroft	10
00304	Brand Street	7
00305	Market Place	11
00306	Market Place Sun	6
00307	Hermitage Road	6
00309	Churchyard South	3
00310	Churchyard North	2
00311	Sun Street	2
00312	Bucklesbury	1
00314	Queen Street	4
00315	Portmill Lane Car	3
00316	Station Approach	4

**Total No. of Incidents in Zone Hitchin: 35**

### Zone: Knebworth

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00850	Station Road Junc	1
00851	London Road	1

**Total No. of Incidents in Zone Knebworth: 1**

### Zone: Letchworth

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00401	Eastcheap Car Park	9
00402	Broadway Hotel	8
00403	Station Place	10
00404	Station Road West	4
00405	Station Road	2
00406	Station Road East	2
00407	The Wynd	3
00408	Leys Avenue	5
	Bottom	

## Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

00409	Leys Square	7
00410	Eastcheap Middle	4
00411	Broadway Gardens	7
00412	Broadway South	4
00413	Gernon Road	3
00414	Howard Park Car Pa	3
00415	Norton Way South	2
00417	Leys Avenue Top	5
00418	Leys Avenue	5
00419	Leys Avenue	4
00820	Grange Estate	1
00821	Grange Estate	1

**Total No. of Incidents in Zone Letchworth: 27**

### Zone: Royston

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00810	Lower King Street	1
00812	Upper High Street	2
00813	Corn Exchange	1

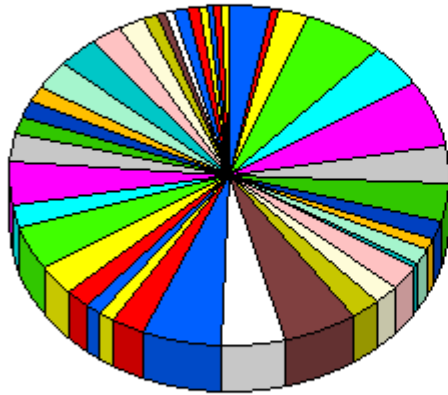
**Total No. of Incidents in Zone Royston: 3**

**Total No. of Incidents : 70**

# Incidents Summary Analysis by Zone

01/01/2023 to 01/02/2023

## No. of Incidents by Camera



0300	Bancroft North	2.9%
00301	Bancroft Park Car Park	0.6%
00302	Bancroft Middle	2.4%
00303	Bancroft Hermitage Rd	5.9%
00304	Brand Street	4.1%
00305	Market Place High St	6.5%
00306	Market Place Sun St	3.5%
00307	Hermitage Road	3.5%
00309	Churchyard South	1.8%
00310	Churchyard North	1.2%
00311	Sun Street	1.2%
00312	Bucklesbury	0.6%
00314	Queen Street	2.4%
00315	Portmill Lane Car Park	1.8%
00316	Station Approach	2.4%
00401	Eastcheap Car Park	5.3%
00402	Broadway Hotel	4.7%
00403	Station Place	5.9%
00404	Station Road West	2.4%
00405	Station Road Middle	1.2%
00406	Station Road East	1.2%
00407	The Wynd	1.8%
Total:		100.0%

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Cabinet held in the Council Chambers, District Council Offices, Gernon Road,  
Letchworth Garden City, SG6 3JF  
on Tuesday, 31st January, 2023 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

### 2 MINUTES - 13 DECEMBER 2022

**RESOLVED:** That the Part 1 Minutes of the Meeting of the Committee held on 13 December 2022 were approved as a true record of the proceedings and be signed by the Chair.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy that the meeting was being audio recorded as well as filmed. The audio recording would be available on Mod Gov or via the Council's YouTube Channel.
- (2) The Chair reminded Member that the Council has declared a Climate Emergency. This was a serious decision and means that, as this was an emergency, all of us, Officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District. More details were included on the agenda front sheet.
- (3) Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under the Chair's Announcements in the Agenda.
- (4) The Chair advised for purposes of clarification that 4.8.23(a) of the constitution did not apply to this meeting.

### 5 PUBLIC PARTICIPATION

The Chair advised that Bernard Lovewell and Martin Stears-Hanscomb from the Black Squirrel Credit Union were present to provide a presentation. This would be given before the presentation of Item 9 'The Allocation of the DLUHC Grant'.

### 6 ITEMS REFERRED FROM OTHER COMMITTEES

6a) Referral from the Finance, Audit and Risk Committee on 25 January 2023 – Final Revenue Budget 2023/24

The Chair advised that this referral would be taken with Item 10 'Revenue Budget 2023/24'.

6b) Referral from the Finance, Audit and Risk Committee on 25 January 2023 – Investment Strategy

The Chair advised that this referral would be taken with Item 11 'Investment Strategy – Integrated Capital and Treasury'.

## 7 DEVELOPER CONTRIBUTIONS SPD

**RESOLVED:** That Cabinet:

- (1) Adopted the Development Contributions SPD and Appendix A.
- (2) Revoked the 2006 Planning Obligations SPD.
- (3) Delegated authority to the Service Director – Regulatory in consultation with the Executive Member for Planning and Transport to make any minor non-material corrections (including but not limited to cosmetic additions of presentational alterations) to the adopted Developer Contributions SPD as considered necessary for publication and publicity in accordance with the relevant regulations.

### **REASON FOR DECISIONS**

- (1) To allow the Developer Contributions SPD to be adopted so that it can support the delivery of the policies in the recently adopted Local Plan and ensure an efficient process of securing developer contributions across the District.

## 8 STRATEGIC PLANNING MATTERS

**RESOLVED:** That Cabinet:

- (1) Noted the report.
- (2) Noted and endorsed the Officer responses attached as Appendices A to C.

### **REASON FOR DECISIONS:**

- (1) To keep Cabinet informed of recent developments on strategic planning matters.

## 9 THE ALLOCATION OF DLUHC HOMELESSNESS GRANT

**RESOLVED:** That Cabinet:

- (1) Noted the allocation of HPG funding (2022/23) of £40k to cover the Department of Work and Pensions (DWP) subsidy loss on the Keystage Housing service for the most recent period (Until the end of December 2022) and authorised HPG usage for the projected cost of a further £15k to end of the current financial year.
- (2) Approved the allocation of future HPG allocations to cover DWP subsidy loss created by the accommodation of homeless people in future years, to be included as part of the quarterly budget monitoring process.
- (3) Noted the corporate Financial Risk concerning the cost of measures to address homelessness will be broadened to include DWP subsidy loss.
- (4) Approved allocations of HPG for 2022/23 to the Black Squirrel Credit Union (£63.2k), Herts County Council Crashpad Service (£6.8k) and Beam (£80k).
- (5) Agreed that any remaining HPG for 2022/23 be allocated by the Director of Regulatory Services in consultation with the Executive Member for Housing and Environmental Health.
- (6) Noted the DLHUC's single Homelessness Accommodation Programme and its Local Authority Housing Fund.

- (7) Noted the update on the Local Authority Housing Fund and wished to support the scheme if it can. Therefore as Settle has indicated that it was able to provide one larger property and two smaller properties, if that was at a social rent the Council would submit the validation form seeking to pursue that opportunity.
- (8) Requested that Officers feedback to government the difficulties with the scheme, which have prevented the Council taking the full allocation.
- (9) Delegated to the Service Director Regulatory and the Service Director Resources, in consultation with the Executive Member for Housing and Environmental Health and Executive Member for Finance and IT, the final decision on submission of the validation form.

***REASON FOR DECISIONS***

- (1) The Council's Housing Strategy 2019-2024 outlines the Council's support for residents with housing challenges and the collective measures outlined in paragraph 2 will benefit homeless people locally, providing support for targeted interventions that will prevent and relieve homelessness.

**10 REVENUE BUDGET 2023/24**

***RECOMMENDED TO COUNCIL:*** That Council

- (1) Notes the position on the Collection fund and how it will be funded.
- (2) Notes the position relating to the General Fund balance and that due to the risk identified a minimum balance of £2.5million was recommended.
- (3) Notes the net revenue savings that are likely to be required in future years, combined with the Chief Finance Officer's commentary on the reliability of estimates and the resilience index.
- (4) Approves the revenue savings and investments as detailed in Appendix B.
- (5) Approves a net expenditure budget of £18.123m, as detailed in Appendix C.
- (6) Approves a Council Tax increase of 2.99%, which was in line with the provisions in the Medium term Financial Strategy.
- (7) Approves that the revenue investment for leisure centre condition surveys (as detailed in Appendix B, reference R13) was brought forward so that it can be spent in 2022/23.
- (8) Approves an additional revenue investment (for 2023/24 only) to create a Community Wealth Fund of £100k to support the local community in delivering projects that have wider community benefits.

***REASON FOR REFERRALS:***

- (1) To ensure that all relevant factors are considered in arriving at a budget and Council Tax level for 2023/24 as set out in the Council Plan.



11 INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY)

**RECOMMENDED TO COUNCIL:** That Council:

- (1) Approves the adoption of the Investment Strategy (as attached at Appendix A), including the capital programme and prudential indicators.
- (2) Approves the adoption of the four clauses in relation to the Code of Practice on Treasury Management (as detailed in Paragraphs 8.11 to 8.16).

**REASON FOR REFERRALS:**

- (1) To ensure that the capital programme meets the Council's objectives and officers can plan the implementation of the approved schemes.
- (2) To ensure the Council's compliance with the CIPFA's code of practice on Treasury Management, the Local Government Act 2003, statutory guidance from the Department of Levelling Up, Housing and Communities (DLUHC) and the CIPFA Prudential Code. As well as determining and managing the Councils risk appetite in respect of investments.

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Council Tax Setting Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth on Monday, 30th January, 2023 at 5.00 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Morgan Derbyshire.

Having given due notice Councillor Adam Compton substituted for Councillor Derbyshire.

### 2 MINUTES - 28 FEBRUARY 2022

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 28 February 2022 be approved as a true record of the proceedings and be signed by the Chair.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded.
- (2) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (3) The Chair advised that Members were required to be present for the entire item at this meeting in order to take part in the vote.

### 5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

### 6 COUNCIL TAX BASE 2023/2024

**RESOLVED:** That the Committee:

- (1) Set a non-collection rate of 1% for 2023/2024.
- (2) Set the Council Tax Base for 2023/2024 at 50,663.6 and the individual sums shown in Appendix A for each Parish were agreed.

**REASON FOR DECISIONS:** To fulfil the statutory requirement to set a Council Tax Base for the District and to enable Major and Local Precepting Authorities to set their levels of Council Tax for 2023/2024.

### 7 NATIONAL NON-DOMESTIC RATE RETURN 1 (NNDR1) - 2023/24

**RESOLVED:**

- (1) That the Draft NNDR 1 was approved.

**Monday, 30th January, 2023**

- (2) That it was noted that a second draft version of the NNDR1 form was sent to Councils by the Department for Levelling Up Housing and Communities (DLUHC) on Wednesday 4th January 2023. The final version of the NNDR 1 will need to be returned to DLUHC by Monday 31st January 2023.
- (3) That the Committee delegated any amendments to the return resulting from changes to the form and any additional guidance, to the Service Director – Customers in consultation with the Service Director – Resources and the Committee Chair.

***REASON FOR DECISION:*** To comply with statutory requirements.

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth on Tuesday, 24th January, 2023 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Raj Bhakar and Ian Moody.

Having given due notice Councillor Terry Hone substituted for Councillor Moody.

### 2 MINUTES - 6 DECEMBER 2022

**RESOLVED:** That the Part 1 Minutes of the Meeting of the Committee held on 6 December 2022 were approved as a true record of the proceedings and be signed by the Chair.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (2) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

### 5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

### 6 URGENT AND GENERAL EXCEPTION ITEMS

The Chair advised that he had agreed to one urgency proceedings since the last meeting and this was with regard to the "Careline In House Provision" item that was presented to Cabinet in December, as the Part 2 notice was not posted publicly within the required timeframes.

### 7 CALLED-IN ITEMS

There had been no items called-in by the Overview and Scrutiny Committee.

### 8 MEMBERS' QUESTIONS

No questions had been submitted.

### 9 CRIME AND DISORDER MATTERS

Presentations were received from Hertfordshire Constabulary regarding Anti-Social Behaviour and Safe Streets, with a specific focus on women and girls.

A presentation was also received from North Herts Citizens Advice regarding scams, with a specific focus on telephone scams.

**10 OVERVIEW AND SCRUTINY COMMITTEE RESOLUTIONS**

**RECOMMENDED TO COUNCIL:** That Council continues to support the work of Community Safety Partnerships and other partner agencies and work on the delivery of a Women's Safety Charter alongside these agencies.

**REASON FOR RECOMMENDATION:** To highlight and enable Full Council to consider the important work of the Community Safety Partnerships and other partner agencies as well as the delivery of a Women's Safety Charter alongside these agencies.

**RESOLVED:** That the document entitled Resolutions of the Overview and Scrutiny Committee was noted.

**REASON FOR DECISION:** To enable the Overview and Scrutiny Committee to review and comment on actions and feedback received regarding resolutions previously made.

**11 ENTERPRISE UPDATE - PART 1**

**RESOLVED:** That the Committee noted the report.

**REASON FOR DECISION:** The report is following the request of the committee for an update on the progress of the Enterprise Directorate work programme and is for information only.

**12 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

**13 ENTERPRISE UPDATE - PART 2**

**RESOLVED:** That the Committee noted the report.

**REASON FOR DECISION:** The report is following the request of the committee for an update on the progress of the Enterprise Directorate work programme and is for information only.

**14 PART 2 MINUTES - 28 SEPTEMBER 2022, 6 DECEMBER 2022**

**RESOLVED:** That the Part 2 Minutes of the Meetings of the Committee held on 28 September and 6 December 2022 were approved as a true record of the proceedings and be signed by the Chair.

**15 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME**

**RESOLVED:**

- (1) That the Committee prioritised proposed topics for inclusion in the work programme attached as Appendix A and, where appropriate, determined the high level form and timing of scrutiny input, with the additional agenda item:
- (2) That the Strategic Housing Update be presented to the Overview and Scrutiny on 9 March 2023.
- (3) The Committee, considered the most recent iteration of the Forward Plan, as attached as Appendix B.

**Tuesday, 24th January, 2023**

***REASON FOR DECISIONS:*** To allow the Committee to set a work programme which provides focussed Member oversight, encourages open debate and seeks to achieve service improvement through effective policy development and meaningful policy and service change.

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET (AMENDED – ADDITIONS UNDERLINED)

Meeting of the Council held in the Council Chamber, District Council Offices, Gernon Road,  
Letchworth  
on Thursday, 19th January, 2023 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Kay Tart, Nigel Mason, Tamsin Thomas, Terry Tyler, Carol Stanier, Ian Moody, Raj Bhakar, Lisa Nash, Juan Cowell, Michael Weeks, Jean Green, David Barnard.

### 2 MINUTES - 22 SEPTEMBER, 8 NOVEMBER AND 19 DECEMBER 2022

**RESOLVED:** That the Part 1 Minutes of the Meetings of the Committee held on 22 September, 8 November and 19 December 2022 be approved as a true record of the proceedings and be signed by the Chair.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (2) Members were reminded that this Council had declared a Climate Emergency. This was a serious decision and meant that, as this was an emergency, all of us, officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District.
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (4) The Chair clarified the rules of debate for Members.
- (5) The Chair advised that a comfort break would be taken at a suitable time in the proceedings, if required.
- (6) The Chair noted that the date of this Civic Reception had been moved to Sunday 19 March 2023.

### 5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

### 6 QUESTIONS FROM MEMBERS

In accordance with Standing Order 4.8.11 two questions had been submitted by the deadline date for questions set out in the Constitution.

- (A) NHDC providing Homelessness Prevention Grant Funding to Keystage Housing

Councillor Claire Strong to Councillor Sean Prendergast (Executive Member for Housing and Environmental Health)

(B) Local Plan Reviews

Councillor Ian Moody to Councillor Ruth Brown (Executive Member for Planning and Transport)

In the absence of Councillor Moody, Councillor David Levett asked the question.

## 7 NOTICE OF MOTIONS

There were two motions submitted in accordance with Standing Order 4.8.12.

(A) Motion on Proportional Representation

**RESOLVED:** That Council:

- (1) Call upon the UK Government to commit to changing electoral law to permit the introduction of a PR system of voting in any reforms to local government presented to Parliament.
- (2) Instruct the Leader of the Council to write to North Hertfordshire District Council's three MPs to ask them to call for a change to electoral law to permit a PR system of voting and promote the matter for debate in Parliament.

(B) Motion on Urgent unlocking the potential of local High Streets

**RESOLVED:** That Council will:

- (1) Write to the Government to urge it to scrap business rates and replace them with a system which is fit for purpose and which levels the playing field between bricks and mortar businesses and online retail giants.
- (2) Campaign to devolve funds like the Towns Fund, Levelling Up Fund, UK Shared Prosperity Fund and other national funding pots, to give local communities, councils and regions the ultimate say in how it is spent in their area.
- (3) Continue to take local action to revive our high streets, including:
  - a. Make any data that the Council can lawfully make public on ownership of high street properties public and in an accessible format, so that community groups seeking to buy empty shops through a community share offer have the information they need to do so.
  - b. Proactively contact landlords of vacant premises (and work with Chambers of Commerce, Landlord Associations and BID managers) to explore 'meanwhile use' options and/or encourage alternative rental models (e.g. turnover rather than market rent) to enable new co-operatives, SMEs, social enterprises and 'community owned' businesses to open their doors on the high street.

## 8 ITEMS REFERRED FROM OTHER COMMITTEES

8a) Referral from Finance, Audit and Risk Committee on 7 December 2022 – Annual Review of the Contract Procurement Rules

**RESOLVED:** That Council considered and adopted the proposed changes to the Contract Procurement Rules.



**REASON FOR DECISION:** The Contract Procurement Rules (CPR's) are part of the Constitution (under Section 20) and must be regularly reviewed and updated as part of the Council's governance and procurement review processes, contributing to the Council's system of effective internal control.

8b) Referral from Cabinet on 13 December 2022 – Second Quarter Investment Strategy (Capital and Treasury) Review 2022/23

**RESOLVED:** That Council noted the position of Treasury Management activity as at the end of September 2022.

**REASON FOR DECISION:** To ensure the Council's continued compliance with CIPFA's code of practice on Treasury Management and the Local Government Act 2003 and that the Council manages its exposure to interest and capital risk.

8c) Referral from Cabinet on 13 December 2022 – Council Tax Reduction Scheme 2023/2024

The Chair advised that this item would be taken with Agenda Item 9.

## 9 COUNCIL TAX REDUCTION SCHEME 2023/2024

**RESOLVED:** That council:

- (1) Noted that a full review of the Council Tax Reduction Scheme had taken place and that consultation with the public and Major Precepting Authorities had taken place.
- (2) Noted the aim of the review had been to introduce a new scheme that will:
  - enable us to increase the overall level of support for the lowest income households;
  - reduce the administrative burden placed on the Council following the introduction of Universal Credit and;
  - make the scheme easier for our customers to understand and calculate entitlement.
- (3) Approved the adoption of a new banded scheme for working age applicants from 01 April 2023.
- (4) Approved the use of the Council Tax Hardship Grant to fund a discretionary scheme to provide additional transitional support where appropriate and that decisions regarding Discretionary support are delegated to the Service Director Customers in consultation with the Executive Member for Finance and IT.
- (5) Noted that the new scheme may increase the costs from those of the current scheme, any increase will be split between the Council and its Major Precepting Authorities. The Council's share is expected to be around 12.5%.

**REASON FOR DECISIONS:** To ensure that the Council has a fit for purpose Council Tax Reduction Scheme that:

- Provides the greatest support to the lowest income households.
- Reduces the administrative burden that has been placed on the Council since the introduction of Universal Credit (UC).
- Is simple to understand, meaning that customers will be able to calculate entitlement and assess the impact of potential changes in circumstances.

**10 REVIEW OF MEMBERS' ALLOWANCES SCHEME**

**RESOLVED:** That Council:

- (1) Considered the report and recommendations of the IRP, as attached as Appendix A of the submitted report.
- (2) Agreed the Members' Allowances Scheme for 2023/2024 as set out in Appendix B of the submitted report, subject to the removal to restrict to only one Special Responsibility Allowance.
- (3) Agreed the increase to the Independent Person and Reserve Independent Persons allowances as detailed in 4.9 of Appendix A and 8.11 of this report.
- (4) Agreed the allowance to the Independent Non-Voting Member on the Finance, Audit and Risk Committee as detailed in 4.7 of Appendix A and 8.12 of this report.
- (5) Expressed appreciation to the IRP for their work over the last 4 years.

**REASON FOR DECISIONS:** To ensure that the Council meets its statutory requirements of an annual review and adoption of the scheme.

**11 ELECTORAL SERVICES - SCALE OF FEES 2023/2024**

**RESOLVED:** That the Council agreed the Scale of Fees for 2023/2024 as set out in Appendix A.

**REASON FOR DECISION:** To enable the Council to remunerate the Returning Officer and the staff employed to carry out tasks during electoral events and to be open and transparent regarding other payments.

**12 CONSTITUTIONAL AMENDMENT REPORT**

**RESOLVED:**

- (1) That Council approved the amendments detailed in Appendix A, subject to the removal of proposed changes to Section 8 of the Constitution regarding the Planning Control Committee.
- (2) That Council noted that guidance notes for Chairs in relation to 4.8.23(a) was attached at Appendix B. This may be amended as required by the Service Director: Legal & Community.

**REASON FOR DECISION:** To reflect good decision-making practice and keep the Constitution up to date.

**13 PENSION POOLING WITH ORPHANED BODIES**

**RESOLVED:** That Council approved that North Hertfordshire District Council (as the relevant Admitted Body) be pooled with the following Orphaned Employers: Letchworth Garden City Town Council, Veolia ES Services team and Hitchin Markets.

**REASONS FOR DECISION:**

- (1) All of the Orphaned Employers (based on the 2019 valuation) have over 100% funding, which is better than the Council's funding position. Therefore, it is probably in the Council's best interest to be pooled with them.

(2) In the case of Letchworth Garden City Town Council, Hertfordshire County Council (HCC) (as the Hertfordshire LGPS administrator) have legal advice that we are required to be pooled with LGCTC.

**14 CHURCHGATE UPDATE - PART 1**

***RESOLVED:*** That Members noted the report.

***REASON FOR DECISION:*** To ensure Members a kept updated on the progression of Churchgate.

**15 EXCLUSION OF PRESS AND PUBLIC**

***RESOLVED:*** That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Section 200A(4) of the said Act (as amended).

**16 CHURCHGATE UPDATE - PART 2**

***RESOLVED:*** That Members noted the report.

***REASON FOR DECISION:*** To ensure Members a kept updated on the progression of Churchgate.

**17 PART 2 MINUTES - 22 SEPTEMBER 2022**

***RESOLVED:*** That the Part 2 Minutes of the Council Meeting held on 22 September 2022 be approved as a true record of proceedings and signed by the Chair.

**EAST TEAM**

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
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**Baldock**

23/00102/FPH	Mrs Bridget Hunt 41 Hitchin Street, Baldock, Hertfordshire, SG7 6AQ	41 Hitchin Street Baldock Hertfordshire SG7 6AQ  Mrs Bridget Hunt  Insertion of side elevation entrance door to existing detached double garage.
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23/00165/FPH	Simon Knight Architects Mr Simon Knight 7 French Row, St. Albans, AL3 5DU, United Kingdom	15 Iredale View Baldock Hertfordshire SG7 6TR  Mr & Mrs Ellis  Two storey side extension and enlargement of existing front driveway
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23/00181/LDCP	Sole Concepts Limited Mr Joe D'Urso First Floor, 94-96 High Street, Hoddesdon, EN11 8HD	23 Turpins Way Baldock Hertfordshire SG7 6LW  Mr Chris Evans  Insertion of rooflights to existing front and dormer to existing rear roofslope to facilitate conversion of loftspace into habitable accommodation.
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23/00202/FPH	Home Extension Designs Ltd Mr Stuart Cook HED House, 60A Bridge Road East, WELWYN GARDEN CITY, AL7 1JU, United Kingdom	7 Grosvenor Road West Baldock Hertfordshire SG7 6NZ  Miss O Carabine  Single storey side and rear extension following demolition of existing rear extension and rear attached garage.
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**Barkway Parish Council**

23/00162/FPH	Mr Roy Rowe Mr Roy Rowe 148 High Street, Barkway, Herts, SG8 8EG	The Pump House Royston Road Barkway Royston Hertfordshire SG8 8BX  Mr Paul Bowskill  Erection of detached timber barn for use as machinery store and workshop.
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23/00177/FPH	Mr Roy Rowe Mr Roy Rowe 148 High Street, Barkway, Herts, SG8 8EG	75A High Street Barkway Royston Hertfordshire SG8 8EB
		Mr Mark Grint
		Insertion of No.2 rooflights to existing north and No.5 rooflights to south roofslope following removal of No.2 rooflights, insertion of first floor windows to south elevation, and insertion of windows to existing ground floor rear elevation.

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**Barley Parish Council**

23/00182/TCA	Mr James Cantle Shire tree limited 1A Trigg Way, Melbourn, Royston, SG8 6HX	Barleycroft High Street Barley Royston Hertfordshire SG8 8HY
		Paul Drayton
		T1 Leylandii - Fell to ground level.

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**Letchworth Garden City**

23/00154/FPH	Jbe Mr James Burton 65 Shefford Road, Clifton, Bedfordshire, SG17 5RQ	122 West View Letchworth Garden City Hertfordshire SG6 3QJ
		Mr David Christon
		Single storey rear extension.

23/00160/FPH	Home Extension Team Miss Georgia Hayes 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	21 Bedford Road Letchworth Garden City Hertfordshire SG6 4DJ
		Knight
		Part single, part two storey rear extension, replacement single storey side extension, replacement front porch, and alterations to fenestration (as a re-submission of planning application 22/02669/FPH granted on 10.01.2023).

23/00178/FPH	Whitebrick Mr Colin Weatherall Morris 29B Hermitage Road, Hitchin, SG5 1BY	11 South View Letchworth Garden City Hertfordshire SG6 3JH
		Mrs Harvey
		Single storey rear extension and extension and alterations to fenestration of existing detached outbuilding following demolition of existing rear conservatory and partial demolition of existing detached outbuilding.

23/00183/TCA	Liz Smith Fletchers Trees Ltd PO Box 401, Hertford, SG13 9LD	Land Adj To Old Orchard Briar Patch Lane Letchworth Garden City Hertfordshire SG6 3LY
		Mr Paul Blshop
		T17 -T25 various works
23/00207/TCA	Mr Steve Dear Steve Dear Tree Services Ltd Top Farm, Beadlow, Shefford, SG17 5PL, United Kingdom	46 West View Letchworth Garden City Hertfordshire SG6 3QP
		Mrs Anneso Allouis
		T1 Lombardii Poplar - Reduce overall crown to previous points by 4m. T2 Sycamore - Reduce in height 3m to form hedge
<b>Radwell Parish Meeting</b>		
23/00194/FP	Mr Ryan Long 34 Mendip Way, Stevenage, SG1 6GE, United Kingdom	The New Barn Great North Road Radwell Baldock Hertfordshire SG7 5EN
		Mr Ryan Long
		Relocate existing pre fab building from north side towards south entrance of site. Install solar panels to existing roof which include a pent roof. Cladding to exterior and front elevation will be landscaped.
<b>Royston Town Council</b>		
23/00152/FPH	Mrs Sarah Howes 9 Lime Grove, Royston, Hertfordshire, SG8 7DJ	9 Lime Grove Royston Hertfordshire SG8 7DJ
		Mrs Sarah Howes
		Replace existing integral garage door with a bay window extension and replace side elevation entrance door with a window to facilitate conversion of garage into habitable accommodation.
23/00187/SU	Ofwat NAV Licensing Team, Centre City Tower, 7 Hill Street, Birmingham, B5 4UA	Phase 3 Independent Water Networks Newmarket Road Royston Hertfordshire SG8 7FT
		Ofwat
		A statutory consultation made under section 8(3) of the Water Industry Act 1991 (WIA91) to grant Independent Water Networks a variation to its appointment as a water company.

23/00190/FPH	Dr Stephan Liwicki 132 Layston Park, Royston, Hertfordshire, SG8 9DY	132 Layston Park Royston Hertfordshire SG8 9DY
		Dr Stephan Liwicki  Two storey side extension incorporating a Juliet balcony, two storey rear extension, replace existing front access door with a window and amendments to existing fenestration, replace existing front elevation entrance door, insertion of solar panels to existing and proposed front roofslopes, replace existing rear garage door with an entrance door and canopy to facilitate conversion of garage into habitable accommodation. Re-clad external elevations.
23/00196/FPH	Is And Ren Studios Mrs Isil Gjoka 55 Granton Avenue, Upminster, RM14 2RT	16 Mackerel Hall Royston Hertfordshire SG8 5BS
		Mr Ali Hilat Ozcan  Two storey side and single storey rear extension following demolition of existing single storey side extension and detached side elevation garage (as a resubmission of Planning Application 22/01664/FPH granted on 25.07.2022).
23/00201/FPH	Mr Christiaan Klaassen 45 Green Street, Royston, Hertfordshire, SG8 7BB	45 Green Street Royston Hertfordshire SG8 7BB
		Mr Christiaan Klaassen  Single storey side/rear extension, replace existing attached garage door with timber cladding and raise existing garage roof to facilitate conversion of garage into habitable accommodation.

## WEST TEAM

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
<b>Codicote Parish Council</b>		
23/00127/FPH	Aria Design Mr Alan Hawkes 90 Chertsey Rise, Stevenage, SG2 9JL, United Kingdom	12 The Chestnuts Codicote Hitchin Hertfordshire SG4 8XR
		Mr Andy Deamer  Part two storey and part single storey rear extension
23/00179/LDCP	Home Extension Designs Limited Mr Stuart Cook HED House, 60A Bridge Road East, Welwyn Garden City, Hertfordshire, AL7 1JU	171a High Street Codicote Hertfordshire SG4 8UD
		Mr D Wiggins  Insertion of rear dormer window including Juliet Balcony with 1no front and 2no rear rooflights to facilitate loft conversion.

### Hitchin

22/02735/FP	Daniel Scriven Mr Daniel Scriven 31 Chennells Close,, Hitchin,, Hertfordshire, Hitchin, SG4 0EA, United Kingdom	25 Burford Way Hitchin Hertfordshire SG5 2UY	Mr John Colebourn	Alterations to fenestration of the existing outbuilding to facilitate change of use of the existing outbuilding from C3 to C1 to allow short term lets.
23/00134/FPH	Mr Alan Duncan Mr Alan Duncan 56 High Street, Whitwell, Herts, SG4 8AG	10 Oughton Head Way Hitchin Hertfordshire SG5 2LA	Mr Oscar Thornton	Front porch extension
23/00173/LDCP	Zminkowska De Boise Architects Mr Richard De Boise 85 Westwood Avenue, Hitchin, Hertfordshire, SG4 9LL	2 Benslow Rise Hitchin Hertfordshire SG4 9QX	Marianne Bond	Widening of existing vehicular crossover following removal of section of front garden wall to create an additional car-parking space
23/00180/LDCP	Architectural Design Ltd. Mr Daniel Chandler 61 Geron Road, Letchworth, Hertfordshire, SG6 3HS	21 Brampton Park Road Hitchin Hertfordshire SG5 1XE	Mrs Jenifer McDonagh	Roof extension to form gable end. Insertion of rear dormer window including Juliet balcony with rooflight and additional rooflight to front roof slope to facilitate loft conversion.

### Ickleford Parish Council

23/00144/FPH	Chantry Architects Limited Mr Graham Peel Chantry Cottage, 4 Watling Street, St.Albans, AL1 2PT	90 Arleseey Road Ickleford Hitchin Hertfordshire SG5 3UE	Ms Mayella Donovan	First floor side extension over existing garage including front dormer window, two storey front extension, external rendering to first floor front and rear elevations and erection of detached outbuilding following demolition of existing conservatory and outbuilding. Alterations to fenestration and erection of front garden wall.
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### Kimpton Parish Council



23/00137/FP Alison Young Planning Associates 1a Hampden  
Ltd Ms Alison Young Kimpton  
Yew Tree Cottage, Green End, Hitchin  
Dane End, Ware, SG12 0NX Hertfordshire  
SG4 8QH

Mr. A. Doyle

Erection of two semi-detached 3-bed dwellings with associated gardens and frontage parking provision following demolition of existing commercial building

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**Kings Walden Parish Council**

22/03248/FPH Mr Alan Duncan Mr Alan Duncan South Barn  
56 High Street, Whitwell, Herts, SG4 Brownings Lane  
8AG Breachwood Green  
Hitchin  
Hertfordshire  
SG4 8PB

Mr Robin King

Single storey rear extension

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22/03249/LBC Mr Alan Duncan Mr Alan Duncan South Barn  
56 High Street, Whitwell, Herts, SG4 Brownings Lane  
8AG Breachwood Green  
Hitchin  
Hertfordshire  
SG4 8PB

Mr Robin King

Single storey rear extension and internal alterations

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**Lilley Parish Council**

23/00148/FPH Myhill Consulting Ltd Mr Kark Myhill Rectory Cottage  
Holly Lodge, Holt Road, Wood Hexton Road  
Norton, Dereham, NR20 5AY Lilley  
Luton  
Hertfordshire  
LU2 8LU

Mr David Miles

Change of use of existing outbuilding from office and store to residential 1-bed annex ancillary to the main dwelling

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**St Pauls Walden Parish Council**

23/00145/FPH Studiofortysix Mr Hall 25 High Street  
71 Hemel Hempstead Road, Whitwell  
Redbourn, St Albans, Hertfordshire, Hitchin  
AL3 7NL, United Kingdom Hertfordshire  
SG4 8AJ

Mr & Mrs London

Repositioning of two storey car port/studio previously approved under application 21/02198/FPH

23/00231/TCA Mr Michael Oakman Lamb Cottage  
87 High Street, Puckeridge, United Kingdom Lilley Bottom Road  
Whitwell  
Hitchin  
Hertfordshire  
SG4 8JP

Mr Michael Oakman

Mature Prunus Avium - Reduce canopy by 3-4m, lower canopy to be lifted to 5m, crown clean and removal of all major deadwood.  
Mature Acer Psudoplatanus - Reduce a by 3-4m, lift to 5m, crown clean and remove all major deadwood. Mixed Self Set - Remove small section along side boundary

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(Including Withdrawn decisions)

**EAST TEAM**

<b>Application No:</b> 22/00123/DOC	<b>Location:</b> Land At Windmill Close Barkway Hertfordshire  <b>Applicant Name:</b> Mr. Dominic Jones Beverley Homes Limited <b>Description:</b> Condition 17 - Final design of the drainage scheme (as discharge of condition relating to planning permission 20/02779/FP Granted 11.01.2022).	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/01168/DOC	<b>Location:</b> The Red Lion Stud London Road Reed Royston Hertfordshire SG8 9RP <b>Applicant Name:</b> Mr Paul Norrington <b>Description:</b> Discharge of Condition 13 (Ecology Report) as attached to Planning Application 20/02459/FP granted on appeal on 20.12.2021	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/02006/FPH	<b>Location:</b> 16 Hitchin Road Letchworth Garden City Hertfordshire SG6 3LT <b>Applicant Name:</b> Mr and Mrs Johnson <b>Description:</b> Part single and part two storey rear and side extension and insertion of rear dormer (as amended by plans received 23rd January 2023).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 30/01/2023
<b>Application No:</b> 22/02038/FP	<b>Location:</b> Upton House Baldock Street Royston Hertfordshire SG8 5AY <b>Applicant Name:</b> Mr Rupert Findlay <b>Description:</b> Part conversion and extension of existing offices and basement, to form one 1-bed, one 2-bed and one 3-bed holiday let units.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 27/01/2023
<b>Application No:</b> 22/02039/LBC	<b>Location:</b> Upton House Baldock Street Royston Hertfordshire SG8 5AY <b>Applicant Name:</b> Mr Rupert Findlay <b>Description:</b> Part conversion and extension of existing offices and basement, to form one 1-bed, one 2-bed and one 3-bed holiday let units. Internal alterations.	<b>Decision:</b>  Conditional Consent <b>Decision Date:</b> 27/01/2023
<b>Application No:</b> 22/02457/DOC	<b>Location:</b> The Red Lion Stud London Road Reed Royston Hertfordshire SG8 9RP <b>Applicant Name:</b> Mr Paul Norrington <b>Description:</b> Discharge of Condition 3 (Materials details) as attached to Planning Application 20/02459/FP granted on appeal on 20.12.2021	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/02690/DOC	<b>Location:</b> Draytons Garage High Street Barley Royston Hertfordshire SG8 8HT <b>Applicant Name:</b> Mr George Roche NFC Homes Limited <b>Description:</b> Discharge of Condition 21 (Points 2-6) (Archaeological Evaluation) as attached to Planning Application 19/03064/FP granted on 18.11.2021	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/02720/DOC	<b>Location:</b> Site Of Former 36 Barkway Road Royston Hertfordshire SG8 9EA <b>Applicant Name:</b> Mr Neocleous <b>Description:</b> Discharge of Condition 5 (Details of all walls, fences and other means of enclosure) as attached to Planning Application 21/03077/FP granted on 20.12.2021. (Revised plan received 15/12/22).	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 27/01/2023
<b>Application No:</b> 22/02954/FPH	<b>Location:</b> 35 North Avenue Letchworth Garden City Hertfordshire SG6 1DH <b>Applicant Name:</b> Miss Sophy Taylor <b>Description:</b> Erection of detached timber annexe to rear garden (as amended by plans received 22nd December 2022).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 30/01/2023

**EAST TEAM**

<b>Application No:</b> 22/03101/FPH	<b>Location:</b> 8 Newmarket Road Royston Hertfordshire SG8 7DY  <b>Applicant Name:</b> Mr S Patel <b>Description:</b> Development A: Erection of canopy to front elevation  Development B: Part single storey, part two storey rear extension, replace existing pitched roof with a flat roof and raise the roof ridge height to include insertion of a rear dormer window with obscured glazed door to facilitate conversion of loftspace into habitable accommodation (as a re-submission of planning permission 22/01859/FPH, withdrawn).	<b>Decision:</b>  Split Decision <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03134/TPO	<b>Location:</b> 8 The Green Royston Hertfordshire SG8 7AD  <b>Applicant Name:</b> Barry Bourner <b>Description:</b> T1 Cherry - Crown reduce height by 1m and sides by 2m. T2 Yew - Reduce height by 4m and trim sides. T3 Walnut - Crown reduce canopy by 2m. T4 Robinia - Clear phone line by 5m. T5 Purple plum - Fell to ground level.	<b>Decision:</b>  Conditional Consent <b>Decision Date:</b> 30/01/2023
<b>Application No:</b> 22/03168/PNQ	<b>Location:</b> Farrowby Farm New Inn Road Hinxworth Baldock Hertfordshire SG7 5EY  <b>Applicant Name:</b> Mr Tim Burrows <b>Description:</b> Conversion of existing agricultural barn to provide one single storey 4-bed residential unit with all associated building works.	<b>Decision:</b>  Prior Approval Given <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03175/DOC	<b>Location:</b> Land Adjacent To Cantebury Chapel Street Hinxworth Hertfordshire  <b>Applicant Name:</b> Mr A Potts <b>Description:</b> Discharge of Condition 7 (Materials details) as attached to Planning Application 15/00892/1 granted on 29.06.2015	<b>Decision:</b>  Approval of Details <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/03180/FPH	<b>Location:</b> 23 Longmead Letchworth Garden City Hertfordshire SG6 4HP  <b>Applicant Name:</b> Mr & Mrs Byrne <b>Description:</b> Retention of single storey side and rear extension following demolition of existing side conservatory	<b>Decision:</b>  Unconditional Permission <b>Decision Date:</b> 27/01/2023
<b>Application No:</b> 22/03216/FPH	<b>Location:</b> 19 Broadwater Avenue Letchworth Garden City Hertfordshire SG6 3HF  <b>Applicant Name:</b> Mr and Mrs Martin <b>Description:</b> Open existing front porch, replace front door and single storey side and rear extension following demolition of existing side elevation garage/outbuildings.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03246/FPH	<b>Location:</b> 3 Parker Close Letchworth Garden City Hertfordshire SG6 3RT  <b>Applicant Name:</b> Mrs S Dosanjh <b>Description:</b> Single storey front and rear extension and two storey side extension (as amended by plans received 23rd January 2023).	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03251/TD	<b>Location:</b> Land Adjacent To 1 The Copperfields Baldock Road Royston Hertfordshire SG8 5BH  <b>Applicant Name:</b> Hutchison 3G UK Limited Hutchison 3G UK Limited <b>Description:</b> Installation of a 15m-high telecommunications monopole and 3no. ground-based equipment cabinets; and ancillary development thereto (as amended by Supplementary Information Form received on 22 December 2022).	<b>Decision:</b>  Prior Approval Refused <b>Decision Date:</b> 01/02/2023

## EAST TEAM

<b>Application No:</b> 22/03262/FPH	<b>Location:</b> Glebe House Church Lane Reed Hertfordshire SG8 8AL  <b>Applicant Name:</b> Mr and Mrs Harrison <b>Description:</b> Part single storey part two storey rear extension to include hip to gable roof extension, single storey side extension and erection of detached single storey equipment/storage/outbuilding following removal of existing detached shed.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03264/FPH	<b>Location:</b> Slate Hall Farm Rooks Nest Lane Therfield Royston Hertfordshire SG8 9RB <b>Applicant Name:</b> Mr J Sapsed <b>Description:</b> Two storey rear extension.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03270/FPH	<b>Location:</b> 52 Lammas Way Letchworth Garden City Hertfordshire SG6 4LW <b>Applicant Name:</b> Mr D Mulcahy <b>Description:</b> Replace existing rear elevation window, block up side elevation window and door and insert side elevation door of existing outbuilding to facilitate conversion into habitable accommodation. Single storey side/rear extension to link to main dwellinghouse.	<b>Decision:</b>  Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03294/TCA	<b>Location:</b> 70 Broadway Letchworth Garden City Hertfordshire SG6 3PQ <b>Applicant Name:</b> Mr Andy Gordon <b>Description:</b> T1 Silver birch - 25-30% reduction. T2 Sycamore - 25-30% reduction to suitable growth points. T3 Corkscrew Willow - Prune back into the canopy for a more symmetrical shape. T4 Hawthorn - 30-40% reduction.	<b>Decision:</b>  No Objection <b>Decision Date:</b> 30/01/2023
<b>Application No:</b> 22/03298/HN	<b>Location:</b> Land Between Slip End Booster Station Ashwell And Wicker Hall Reservoir Royston Slip End Hertfordshire <b>Applicant Name:</b> Affinity Water Limited <b>Description:</b> Temporary removal of No.22 hedgerows which will be reinstated following installation of the trunk main.	<b>Decision:</b>  No Objection <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03306/TCA	<b>Location:</b> 6 Baldock Road Letchworth Garden City Hertfordshire SG6 3LB <b>Applicant Name:</b> Mr Jason Hough Canopy Tree Care <b>Description:</b> Yew, Sycamore - 30% reduction / thin.	<b>Decision:</b>  No Objection <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03307/TCA	<b>Location:</b> 8 Baldock Road Letchworth Garden City Hertfordshire SG6 3LB <b>Applicant Name:</b> Mr Jason Hough CTC <b>Description:</b> Blackthorn - 30% reduction	<b>Decision:</b>  No Objection <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03308/TCA	<b>Location:</b> Bachelors Southern Green Rushden Buntingford Hertfordshire SG9 0SX <b>Applicant Name:</b> Mr Jason Hough CTC <b>Description:</b> Repollard to Salix	<b>Decision:</b>  No Objection <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 23/00040/NMA	<b>Location:</b> 42 Bedford Road Letchworth Garden City Hertfordshire SG6 4DR <b>Applicant Name:</b> Mr & Mrs A Glynn <b>Description:</b> Reduction in size of roof lantern and revised position of 2No. roof light windows (as non-material amendment to planning permission 22/00929/FPH granted on 18.05.2022).	<b>Decision:</b>  Agreed <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 23/00122/HCC	<b>Location:</b> Sewage Treatment Works Halls Green Weston Hertfordshire <b>Applicant Name:</b> Herts County Council Mr Rob Egan <b>Description:</b> Proposed application for the provision of a welfare building. NHC CONSULTEE ONLY	<b>Decision:</b>  No Objection <b>Decision Date:</b> 01/02/2023

## EAST TEAM

<b>Application No:</b> 23/00139/TCA	<b>Location:</b> The Chestnuts High Street Hinxworth Baldock Hertfordshire SG7 5HF <b>Applicant Name:</b> Mr Ewan Habben Hbn Trees <b>Description:</b> T1 Acer - Reduce by 4m to suitable growth points above old pollard points. T2 Horse Chestnuts - Reduce by approx 5m, cutting no branch over the circumference of 3 inches.	<b>Decision:</b> No Objection <b>Decision Date:</b> 27/01/2023
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## WEST TEAM

<b>Application No:</b> 19/01448/FP	<b>Location:</b> Former Wyevale Codicote Garden Centre High Street Codicote Hitchin Hertfordshire SG4 8XA <b>Applicant Name:</b> Taylor Wimpey North Thames <b>Description:</b> Residential development of 66 dwellings and associated new local open space, access and associated works (as amended by plans and documents received 23rd December 2021, 25th January 2022, 8th July 2022, 18th August, 26th September and 3rd & 10th November 2022).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 30/01/2023
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<b>Application No:</b> 21/02383/FP	<b>Location:</b> 1 Priory Lane Little Wymondley Hitchin Hertfordshire SG4 7HE <b>Applicant Name:</b> D&G Properties London Ltd <b>Description:</b> Erection of one detached 4-bed dwelling.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 27/01/2023
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<b>Application No:</b> 22/01636/FP	<b>Location:</b> Ridge Farm Rabley Heath Road Codicote Hertfordshire AL6 9UA <b>Applicant Name:</b> Mr J O'Neil <b>Description:</b> Erection of 4 x 3-bed dwellings with attached garages, associated car parking spaces, creation of vehicular access onto Rabley Heath Road and ancillary works following demolition of existing buildings (re-submission of previously approved planning application 18/01607/FP granted 21.09.2018).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/02/2023
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<b>Application No:</b> 22/01966/DOC	<b>Location:</b> 17 Walnut Tree Road Pirton Hitchin Hertfordshire SG5 3PX <b>Applicant Name:</b> Mr & Mrs D Batchelor <b>Description:</b> Condition 6- Archaeological Written Scheme of Investigation (as discharge of condition relating to planning permission 21/03514/FPH granted 06.05.2021).	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 01/02/2023
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<b>Application No:</b> 22/02395/FP	<b>Location:</b> Barn To The West Of Bedford Road Holwell Hertfordshire <b>Applicant Name:</b> N/A PMC Consultants <b>Description:</b> Erection of two 4-bed dwellings following demolition of existing barn. Erection of two double carports (revision of previously approved planning permission 20/01742/FP granted 19.10.2020)	<b>Decision:</b> Withdrawn <b>Decision Date:</b> 30/01/2023
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<b>Application No:</b> 22/02520/DOC	<b>Location:</b> Sootfield Green Charlton Road Preston Hitchin Hertfordshire SG4 7TB <b>Applicant Name:</b> Mrs Alison Jeffers <b>Description:</b> Condition 4- Phase 1 Preliminary environmental risk assessment (as discharge of condition relating to planning permission granted 23.02.2022)	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 26/01/2023
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<b>Application No:</b> 22/02608/FPH	<b>Location:</b> 67 High Street Whitwell Hitchin Hertfordshire SG4 8AH <b>Applicant Name:</b> Mr M Cousins <b>Description:</b> Retention of hard and soft landscaping within rear garden including walls planters, steps, and raised platforms	<b>Decision:</b> Unconditional Permission <b>Decision Date:</b> 31/01/2023
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<b>Application No:</b> 22/02783/DOC	<b>Location:</b> Rush Green Motors London Road Langley Hitchin Hertfordshire SG4 7PQ <b>Applicant Name:</b> MR Gary Bird RNA-Energy Ltd <b>Description:</b> Condition 4 (1,2 and 3)- Remediation strategy (as discharge of condition relating to planning permission 21/01860/FP granted 06.10.2021)	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 31/01/2023
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## WEST TEAM

<b>Application No:</b> 22/02844/FPH	<b>Location:</b> Codicote House The Park Heath Lane Codicote Hitchin Hertfordshire SG4 8YU <b>Applicant Name:</b> . Rysaffe Fiduciaires Sarl as Trustee of the Malt Trust <b>Description:</b> Removal of the existing modern spiral stair and raising of the existing courtyard garden walls in matching brickwork to form single storey part-enclosure to courtyard and two storey gable addition	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/02845/LBC	<b>Location:</b> Codicote House The Park Heath Lane Codicote Hitchin Hertfordshire SG4 8YU <b>Applicant Name:</b> . Rysaffe Fiduciaires Sarl as Trustee of the Malt Trust <b>Description:</b> Removal of the existing modern spiral stair and raising of the existing courtyard garden walls in matching brickwork to form single storey part-enclosure to courtyard and two storey gable addition. Internal and external alterations.	<b>Decision:</b> Conditional Consent <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/02961/FPH	<b>Location:</b> 22 Common Rise Hitchin Hertfordshire SG4 0HN <b>Applicant Name:</b> Mr Kanapathipillai Aravinthan <b>Description:</b> Single storey rear extension	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03004/FPH	<b>Location:</b> 1 Danesbury Cottages Danesbury Park Road Welwyn Hertfordshire AL6 9SF <b>Applicant Name:</b> Mr Zohe Mustafa <b>Description:</b> Single storey side/rear extension to facilitate 1-bed annexe accommodation following partial demolition of existing side extension	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03047/FPH	<b>Location:</b> 4 Darley Road Breachwood Green Hitchin Hertfordshire SG4 8PD <b>Applicant Name:</b> Mr Clive Pate <b>Description:</b> Part two storey and part single storey front extension. Enlargement of rear patio french doors.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03075/AD	<b>Location:</b> Iris Court Care Home Hitchin Road Gosmore Hitchin Hertfordshire SG4 7QH <b>Applicant Name:</b> MR ARION BARCHESTER <b>Description:</b> Installation of three externally illuminated post mounted directional signs, three non-illuminated post mounted directional signs, two non-illuminated wall mounted entrance signs and one set of non-illuminated letters	<b>Decision:</b> Conditional Consent <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/03105/S73	<b>Location:</b> Land At Turnpike Lane And Adjacent To 4 Manor Close Turnpike Lane Ickleford Hertfordshire <b>Applicant Name:</b> Mr Saunders <b>Description:</b> Variation of condition 2 (submission of amended plans 22163_PL03B, 22163_PL12B and 22163_PL13B relating to Plot 5 - single attached garage) of planning permission 22/01448/FP granted 17/10/2022 for erection of five dwelling houses in association with a new access spur from the Lodge Court, on-site parking, landscaping (inclusive of new trees), formation of a pedestrian footpath and designated communal open space.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 27/01/2023
<b>Application No:</b> 22/03108/FPH	<b>Location:</b> 95 Grove Road Hitchin Hertfordshire SG5 1SQ <b>Applicant Name:</b> Mr Paul Morris <b>Description:</b> Replacement raised roof including hip to gable roof extension, insertion of two rear dormer windows and three front rooflights to roofslope to facilitate loft conversion	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/03152/FPH	<b>Location:</b> The Folly Willian Road Great Wymondley Hitchin Hertfordshire SG4 7ET <b>Applicant Name:</b> Mr Bradly Russell <b>Description:</b> Erection of detached outbuilding to provide ancillary residential storage and garage.	<b>Decision:</b> Refused <b>Decision Date:</b> 26/01/2023

## WEST TEAM

<b>Application No:</b> 22/03170/TPO	<b>Location:</b> 35 Sycamore Close Hitchin Hertfordshire SG4 7SN <b>Applicant Name:</b> Gittens <b>Description:</b> T2 Sycamore - Reduce by 3m and shape	<b>Decision:</b> Conditional Consent <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03179/FP	<b>Location:</b> The Studio 29F Nightingale Road Hitchin Hertfordshire SG5 1QU <b>Applicant Name:</b> Mr Timothy Smith <b>Description:</b> Change of use of ground floor storage space into two bedrooms. External alterations to replace garage door with window on the South elevation and insertion of additional door on the North elevation, enlargement of existing rear dormer window to accommodate kitchen/living area at first floor level. Formation of screened area to accommodate bins and bicycles.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03193/TD	<b>Location:</b> Telecommunications Mast Hrt7002 Redhill Road Hitchin Hertfordshire <b>Applicant Name:</b> MBNL MBNL <b>Description:</b> Installation of 17.50m high Phase 7 Monopole complete with wraparound cabinet and associated ancillary works following removal of existing 8m high Monopole.	<b>Decision:</b> Prior Approval Refused <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03217/LDCP	<b>Location:</b> 32 Harkness Way Hitchin Hertfordshire SG4 0QL <b>Applicant Name:</b> Ms Saoirse Bowe <b>Description:</b> Insertion of rear dormer window to extend habitable accommodation	<b>Decision:</b> Granted Permission <b>Decision Date:</b> 31/01/2023
<b>Application No:</b> 22/03230/FPH	<b>Location:</b> 21 Grove Road Hitchin Hertfordshire SG5 1SE <b>Applicant Name:</b> marchant <b>Description:</b> Single storey rear extension following demolition of existing rear conservatory.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/02/2023
<b>Application No:</b> 22/03250/LDCP	<b>Location:</b> 41 Bessemer Close Hitchin Hertfordshire SG5 1AG <b>Applicant Name:</b> Mr and Mrs Stuckey <b>Description:</b> Single storey rear extension following demolition of existing conservatory.	<b>Decision:</b> Granted Permission <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 22/03305/LDCP	<b>Location:</b> 2 Verulam Road Hitchin Hertfordshire SG5 1QA <b>Applicant Name:</b> Susana Maniega and Jonathan Claydon <b>Description:</b> Erection of front porch extension. Insertion of rear dormer with two rear windows and side window including two rooflights and solar panel in front roofslope to facilitate loft conversion.	<b>Decision:</b> Granted Permission <b>Decision Date:</b> 26/01/2023
<b>Application No:</b> 23/00048/NMA	<b>Location:</b> The Old Bell 65 High Street Codicote Hertfordshire SG4 8XD <b>Applicant Name:</b> . MO Properties (London Road) Limited <b>Description:</b> Amendments to doors and windows material from aluminium to timber (as Non-Material Amendment to planning permission 20/01764/FP granted 05.11.2021)	<b>Decision:</b> Agreed <b>Decision Date:</b> 01/02/2023



# PRESS RELEASE

**PR 3745**

**31 January 2023**

## **Work starts on soft play facility in Letchworth**

Little ones in Letchworth, prepare to have the time of your lives as work starts on a brand new soft play facility at [North Herts Leisure Centre](#) on Baldock Road this week.

Hours of entertainment await children of all ages with a range of fun and physical activities including monkey bars, cargo nets, rope bridge log ramp climber ball pit and small and large slides. There will also be seating and refreshments as well as provision for parties.

The new facility, which gained overwhelming support in a public consultation last year, will be an extension of the centre and convert two of the four squash courts and changing rooms located in the same area.

Sarah Kingsley (pictured), Place Service Director, said: "We're really excited to start work on what we think is currently the only soft play facility in Letchworth, providing a popular amenity for families with toddlers and young children. Soft play provides an interactive and entertaining environment which helps motor development and we know is something people want in the local area. The new facility will increase usage at the centre and therefore generate additional income for the site, aiding the financial recovery of leisure after the Covid pandemic, a sound investment in our leisure portfolio for the benefit of all residents in the future."

Lee Medlock, Operations Director from Stevenage Leisure Ltd (SLL), which manages the council's leisure facilities on the council's behalf, added: "We are excited that this project with North Herts Council is underway, which will further increase the range of activities on offer within North Herts Leisure Centre. We are looking forward to launching this children's soft play area in the spring which will encourage children to play and give further opportunities to improve their physical activity levels, whilst having lots of fun."

The soft play facility is due to open in April.

**ENDS**

For more information please contact [Anna.Cotton@north-herts.gov.uk](mailto:Anna.Cotton@north-herts.gov.uk) / 01462 474403.

# PRESS RELEASE

**PR 3747**

**1 February 2023**

## **Have your say on physical activity, sport and exercise opportunities in North Herts**

North Herts Council has launched a consultation to find out how we can better support people to move more and enjoy being active for life.

Over the coming weeks we want to hear the experiences of people who live, work or study in the district. What helps you to move more, and what stops you?

We want to find out people's attitudes, the types of opportunities you would like to see and what support you need to become more active.

We will use your views to help develop a new Active North Herts Strategy to support local people to be more active. The new Strategy will shape the future provision of sport and physical activity facilities and services across North Herts so that they better meet the needs of the community and help improve the long-term health and wellbeing of all our residents.

Consultation with key stakeholders and the community is vital to the development of the new Strategy. We want to better understand the barriers faced by people who wish to be more active and the opportunities to overcome these.

Sarah Kingsley, Director for Place at North Herts Council said: "As we continue to recover from the impact of Covid-19, supporting people to be more active has never been so important. The Council recognise this and has a key role to play in helping to tackle inactivity and reduce health inequalities through its leisure, sport and physical activity facilities and services.

"We want to hear from as many as residents as possible, so we get the real picture and can make plans to make North Herts a more active place to live for all."

To take part in the survey visit:

The survey is open until midnight on 21 February 2023.

**ENDS**

For more information please contact [Sarah.Jenkinson@north-herts.gov.uk](mailto:Sarah.Jenkinson@north-herts.gov.uk) / 01462 474210.

# PRESS RELEASE

**PR 3746**

**1 February 2023**

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**ENDS**

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