

## NORTH HERTS COUNCIL

WEEK ENDING FRIDAY 27 OCTOBER 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 21 OCTOBER 2023

Overview & Scrutiny Committee – 7 November 2023  
Finance, Audit & Risk Committee – 8 November 2023

### FORTHCOMING MEETINGS WEEK COMMENCING 28 OCTOBER 2023

Licensing & Regulation Committee – 30 October 2023  
Standards Committee – 1 November 2023

### CHAIR'S ENGAGEMENTS WEEK COMMENCING 28 OCTOBER 2023

Date	Event	Location
Sat 28 Oct 2023 @ 6:15pm	Pride of Stevenage Awards 2023 Invitation	Gordon Craig Theatre, Stevenage Arts and Leisure Centre, Lytton Way, Stevenage, SG1 1LZ

### VICE-CHAIR'S ENGAGEMENTS WEEK COMMENCING 28 OCTOBER 2023

Date	Event	Location
	None	

### OTHER EVENTS WEEK COMMENCING 28 OCTOBER 2023

Date	Event	Location
	None	

**COMMITTEE SERVICES  
(LEGAL & COMMUNITY DIRECTORATE)**

# **MEMBERS INFORMATION NOTE**

## **Remembrance Day Events 2023**

Remembrance Day falls on Sunday 12 November this year.

The District Council will be represented at the following events:

### **Baldock**

**Councillor Alistair Willoughby**  
Emma Roberts DL

**Act of Remembrance  
12 November 2023**

**9.30am St Mary's Church & War Memorial, High Street at 10.45am**

Church service at St Mary's before the wreath laying at the War Memorial

Organiser contact details: Al Hayhurst

[rblaldock@yahoo.com](mailto:rblaldock@yahoo.com)

Alexandra Milne

[baldock.benefice@gmail.com](mailto:baldock.benefice@gmail.com)

### **Hitchin**

**Councillor Elizabeth Dennis**  
Professor Sir Tom Wilson DL

**Act of Remembrance  
12 November 2023**

**St. Mary's Church, 10.00am & War Memorial, Hitchin 11:00 AM**

Church service commencing at 10.00am followed by wreath laying at 11am for the Act of Remembrance by the War Memorial

Organiser contact details: Tina Morrans

[hitchinparishoffice@gmail.com](mailto:hitchinparishoffice@gmail.com)

**Knebworth**

**Councillor David Barnard**  
Lady Martha Cobbald DL

**Act of Remembrance**  
**12 November 2023**  
**Knebworth War Memorial, 12.30pm**

12.30pm parade from Lytton Arms to War Memorial for wreath laying

Organiser contact details: Jodee White, Clerk to Knebworth Parish Council  
[clerk@knebworthparishcouncil.gov.uk](mailto:clerk@knebworthparishcouncil.gov.uk)

**Letchworth Garden City**

**Councillor Daniel Allen**  
Dr Helen Hanbury DL

**Act of Remembrance**  
**12 November 2023**  
**War Memorial, Letchworth**

Meet at 10.30am at War Memorial, Station Road, Letchworth. 11.30am Free Church, Leys Ave, Norton Way South, Letchworth

Organiser contact details: Richard Harbon, Letchworth BID Manager,  
[richard@lovelethworth.com](mailto:richard@lovelethworth.com)

**Royston**

**Councillor Ruth Brown**  
Paul Brenham MBE DL

**Act of Remembrance**  
**12 November 2023**  
**Royston Town Hall**  
**Melbourne Street, Royston**  
**War Memorial at 10.35am**

Meet at 10.00am at Royston Town Hall, Melbourne Street, Royston for the parade, with laying of wreaths to follow from 10.35am at the War Memorial.

Organiser contact details: Tracy Iontton,  
[admin@roystontowncouncil.gov.uk](mailto:admin@roystontowncouncil.gov.uk)

Remembrance Day is a key civic engagement in the Chair's Calendar and an important annual event. Event organisers are naturally keen to mark the occasion and pay their respects.

For more information please contact:

**James Lovegrove**

Committee, Member and Scrutiny Manager

Tel: 01462 474204

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

**Susan Le Dain**

Committee, Member and Scrutiny Officer

Tel: 01462 474326

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

**Committee Services**

Tel: 01462 474655

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

# MEMBERS

# INFORMATION NOTE

## LEGAL & COMMUNITY ELECTIONS

### Elections Act 2022, Tranche 2 measures

#### Changes to Absent Voting

This briefing note is to inform Members that Tranche 2 measures of the Elections Act 2022 come into effect from **Tuesday 31 October 2023**. We have produced the below summary of the changes for your information:

#### Changes to postal and proxy voting:

##### 1. Identity checking requirements

- All absent vote applications (except for emergency proxy applications) made on or after 31 October 2023 must contain a **National Insurance Number (NINo)** or a reason why one cannot be provided.
- The personal identifiers contained on the application (name, address, date of birth and NINo) must initially be **verified against Department of Works and Pension (DWP) data**.
- Where an application fails to match with DWP data – electors will be required to provide **documentary evidence** to verify their identity. Where this is not possible, electors must submit an **attestation** to confirm their identity.

##### 2. Online absent vote applications

- From 31 October 2023, electors (except for anonymous electors) will be able to apply for most types of **absent vote online** via the GOV UK website, in a similar fashion to registering to vote. We will also include a link to this on our website.
- Electors can apply for the following absent votes both online and through a paper application:
  - Postal vote
  - Proxy vote for a particular election or referendum
  - Proxy application for definite or indefinite period for overseas and service electors
- Electors will not be able to apply for the following absent votes online but can continue to be applied for through a paper application:
  - Proxy postal application
  - Proxy application for definite or indefinite period due to disability
  - Proxy application for definite or indefinite period due to employment, service etc.
  - Emergency proxy application

##### 3. Maximum period for absent vote applications

- From 31 October 2023, a **postal vote** can be in place for:
  - a particular poll (poll held on specific date)
  - a definite period of not more than 3 years
  - a maximum period of up to 3 years

- Electors applying for a postal vote from 31 October 2023 onwards will only be able to hold their postal vote until the third 31 January following the date on which their application was granted. Different rules will apply to overseas electors – for further information on how these changes impact overseas electors please contact the elections team via email: [elections@north-herts.gov.uk](mailto:elections@north-herts.gov.uk)
- For electors with a long-term postal vote (in place before 31 October 2023) there will be transitional arrangements. Existing domestic electors will be able to vote by post for relevant polls until 31 January 2026.
- Proxy voters can continue to put in place a proxy arrangement for an indefinite period (subject to a three yearly eligibility check and five yearly signature refresh). However, all existing proxy voters who have an arrangement in place before 31 October 2023 must reapply and make a fresh application by 31 January 2024. We intend to send out a notice to existing proxy voters informing them of the need to reapply in early December.

#### 4. Changes to proxy voting limits

- The number of people a person can act as proxy for has also been restricted.
- From 31 October 2023, a **person is not entitled to vote as proxy in any electoral area on behalf of more than four electors. Within the four electors, no more than two electors can be domestic electors** (i.e. neither service voters nor overseas electors)
- In the event of any by-elections whose notice of election is published from 31 October 2023 to 30 January 2024 – transitional provisions will be in place. Further information will be provided to candidates should this scenario arise.

#### 5. What does this mean for you?

- For future election campaigns, we would encourage you to direct electors to the online absent vote website to apply for a postal vote - rather than providing them with a paper application. This web link could also be included in any campaign literature you send out.
- As absent vote application forms are not prescribed, political parties can continue to create their own forms for electors if they wish. However, you must ensure any forms provided from 31 October 2023 contain all the newly required information. For postal vote applications this includes:
  - Need for the NINo or reason it cannot be provided
  - Whether request is for a particular poll, a definite period that does not exceed 3 years or for the maximum period of up to 3 years.
- Online postal vote applications allow electors to supply their previous name if they wish to help with DWP matching. While it is not a legal requirement for paper applications, it would be helpful to include this to allow for more efficient processing.
- We will be issuing a further briefing note in due course outlining the changes to postal vote handling that take effect for polls taking place on or after 2 May 2024.

For more information please contact:

Melanie Stimpson  
Returning Officer/ Electoral Registration Officer, or

Thomas Marsh Electoral Services Manager/ Deputy Electoral Registrations Officer  
[elections@north-herts.gov.uk](mailto:elections@north-herts.gov.uk) / 01462 474503

Date: 24 October 2023

**LOCAL GOVERNMENT ACT 2003  
BUSINESS IMPROVEMENT DISTRICTS (ENGLAND) REGULATIONS 2004**

**NOTICE OF BALLOT**

**PROPOSED RENEWAL OF THE BUSINESS IMPROVEMENT DISTRICT  
FOR HITCHIN**

This is to give notice that a ballot is to be held on the proposal of the Hitchin Business Improvement District (BID) to renew the BID for Hitchin. You should shortly receive a copy of the BID Proposal Document from the BID Proposer.

The ballot will be conducted entirely by post by the Independent Scrutineer, Civica Election Services of 33 Clarendon Road, London N8 0NW. Ballot Papers will be sent to those eligible to vote on **Tuesday 7 November 2023** for return to them by no later than **5pm** on **Thursday 7 December 2023** (the “day of the ballot”).

**Who can vote in the BID Ballot?**

Persons eligible to vote in the ballot will be the non-domestic ratepayer listed on the Council’s database for each hereditament (business premise) situated in the geographical area of the proposed BID as at the date of this Notice. Each person entitled to vote in this ballot shall have one vote in respect of each hereditament occupied or (if unoccupied) owned by them in the geographical area of the proposed BID.

**This Notice is in respect of the following Hereditament:**

*The lasered hereditament address will appear here*

**Appointment of a Proxy**

Persons eligible to vote in the BID ballot may appoint someone else to vote on their behalf (for example, if they are going to be away at the time of the ballot). Applications to appoint a proxy must be submitted to Civica Election Services (CES) at the above address no later than **5pm** on **Monday 27 November 2023**. An application for the appointment of a proxy must be made in writing and:

- a) state the full name and address of the person whom the person entitled to vote (the applicant) wishes to appoint as a proxy;
- b) state the address(es) of the applicant’s hereditament or hereditaments;
- c) be signed by the applicant; and
- d) contain a statement by the applicant that the proxy so named has been consulted and is capable and willing to be appointed.

A proxy appointment may be cancelled by notifying CES at the above address no later than **5pm** on **Saturday 2 December 2023**.

*Please see over*



### Lost Ballot Papers

Ballot Papers will be despatched on **Tuesday 7 November 2023**. If you have not received your ballot paper in the week after this date, please apply for a replacement ballot paper.

CES can provide a replacement request form to aid the process of requesting a replacement and providing all the necessary information. Please email **bids@cesvotes.com** to request one.

You may apply to CES for a replacement paper by supplying **ONE** of the following:

- a) An email sent from a business account including a company email signature; or
- b) A letter in hard copy form along with the appropriate 'evidence of identity'; or
- c) A scan of both the letter and the 'evidence of identity' attached to an email

Any email requests should be sent to **bids@cesvotes.com**. Hard Copy requests should be addressed to The Independent Scrutineer, Civica Election Services, The Election Centre, 33 Clarendon Road, London N8 0NW.

Hard copy requests must be signed by the Eligible Voter and evidence of the voter's identity must be provided in the form of **ONE** of the following:

- a) A signed **Letterhead** for the appropriate company; or
- b) A signed **photocopy** of the **National Non-Domestic Rating Bill** for the hereditament; or
- c) A signed **photocopy** of an item of personal ID such as a **Passport** or **Driving Licence**.

*Please do not send original copies of ID or Bills.*

CES will issue any replacements that match the requirements detailed above, from the replacement deadline on **Friday 1 December 2023**.

### Spoilt Ballot Papers

If you inadvertently spoil your ballot paper in such a manner that it cannot be conveniently used as a ballot paper, please return it to CES (address overleaf). On receipt of the spoilt ballot paper, CES will issue a replacement. No replacements can be issued if the spoilt ballot paper is received by CES later than three working days before the day of the ballot.

### Count of Ballot Papers

Ballot papers will be counted on **Friday 8 December 2023**, and the result of the ballot will be announced shortly after.

For a BID ballot to be successful there must be a majority of those voting in favour of the proposal, and those voting in favour must represent a majority of the aggregate rateable value of the hereditaments voting.

### Rejected Ballot Papers

If a ballot paper is duplicated and two are returned bearing the same number or barcode both will be void and not counted. Any ballot papers that are returned unsigned, unmarked or that are void for uncertainty will also be void and not counted.

### Declaring the result

The ballot result will declare:

- a) the total number of valid votes cast;
- b) the total aggregate rateable value of valid votes cast;
- c) the total number of valid votes cast in favour of the BID;
- d) the total aggregate rateable value of valid votes in favour of the BID; and
- e) if applicable, the total number of ballot papers rejected.

For the BID Ballot to be successful there must be:

- i. A majority in favour of the BID in the number of those voting; and
- ii. A majority in favour of the BID in the proportion of rateable value of those voting.

### Further details of the BID Proposal

If you require further information on the BID, please contact Tom Hardy | 01462 453335 | [Tom.Hardy@hitchinherts.com](mailto:Tom.Hardy@hitchinherts.com)



**Date: 24 October 2023**

**LOCAL GOVERNMENT ACT 2003  
BUSINESS IMPROVEMENT DISTRICTS (ENGLAND) REGULATIONS 2004**

**NOTICE OF BALLOT**

**PROPOSED RENEWAL OF THE BUSINESS IMPROVEMENT DISTRICT  
FOR LETCHWORTH**

This is to give notice that a ballot is to be held on the proposal of the Letchworth Business Improvement District (BID) to renew the BID for Letchworth. You should shortly receive a copy of the BID Proposal Document from the BID Proposer.

The ballot will be conducted entirely by post by the Independent Scrutineer, Civica Election Services of 33 Clarendon Road, London N8 0NW. Ballot Papers will be sent to those eligible to vote on **Tuesday 7 November 2023** for return to them by no later than **5pm on Thursday 7 December 2023** (the “day of the ballot”).

**Who can vote in the BID Ballot?**

Persons eligible to vote in the ballot will be the non-domestic ratepayer listed on the Council’s database for each hereditament (business premise) situated in the geographical area of the proposed BID as at the date of this Notice. Each person entitled to vote in this ballot shall have one vote in respect of each hereditament occupied or (if unoccupied) owned by them in the geographical area of the proposed BID.

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- d) the total aggregate rateable value of valid votes in favour of the BID; and
- e) if applicable, the total number of ballot papers rejected.

For the BID Ballot to be successful there must be:

- i. A majority in favour of the BID in the number of those voting; and
- ii. A majority in favour of the BID in the proportion of rateable value of those voting.

### **Further details of the BID Proposal**

If you require further information on the BID, please contact Richard Harbon | 01462 458999 / 07496 367275 | [richard@loveletchworth.com](mailto:richard@loveletchworth.com)

Alternatively, information on the BID is available from <https://loveletchworth.com/about-the-bid/>

# SADA AUTUMN NEWSLETTER


## SADA NEWS UPDATES

The past few months for SADA have been extremely busy. With the summer coming to an end, we are now preparing for the very busy winter months. We will be preparing our food parcels and Christmas gifts for all our survivors staying with us in our safe space homes and refuge. With lots of events, additional support classes and courses, SADA hopes to make this years 16 days of action, one we will not forget!



**SURVIVORS  
AGAINST  
DOMESTIC  
ABUSE**

## NATIONAL UPDATE



**On Tuesday 19 September 2023, the Online Safety Bill passed its final Parliamentary debate, which means it is now soon to become law.**

The Bill includes new laws to decisively tackle online violence against women and girls; making it easier to convict someone who shares intimate images without consent. Those found guilty could receive a maximum penalty of 6 months in custody.

To learn more about the Bill visit the guide to the Online Safety Bill on the GOV.UK website.



## SADA FORUM

We have a very exciting opportunity for survivors to have their say on how they feel services would best support them. We are currently recruiting more forum members to our SADA Forum. If you would like to be part of the forum we would love to hear from you! Please send your contact information to [SADA@stevenage.gov.uk](mailto:SADA@stevenage.gov.uk).



## FAMILY COURT

Our very own SADA survivor has been working very closely with Soroptimists of London Chilterns Region to support the work of the forthcoming Report on Special Domestic Abuse Courts, undertaken by Soroptimists. She shared her story and was the voice of the survivor for their regional meeting, as well as taking part in an interview with LBC radio. This will support the work undertaken to implement needed changes to the current family court system.

FOLLOW US ON



@FRIENDSOFSADA



# DROP IN SESSIONS

Once again we have had a very busy past few months with lots of regular visits to our SADA Face to Face and Virtual Drop In Sessions. The drop in services currently run as follows;

- Face to Face - Every other Monday and Thursday in Stevenage and North Herts.
- Virtual - Every Friday on Teams 10.30am to 11.30am

If you would like to join any of our sessions please contact us at [SADA@stevenage.gov.uk](mailto:SADA@stevenage.gov.uk)



# SADA EXTRAS

We have been keeping our residents as well as our visitors well entertained by introducing our therapy dogs to our refuge and drop in sessions, with compliments to the volunteers of the Pets as Therapy team.

We also have continued to run self defence classes in our refuge to our residents, which supports with wellbeing as well as physical health.



[SADA@STEVENAGE.GOV.UK](mailto:SADA@STEVENAGE.GOV.UK)

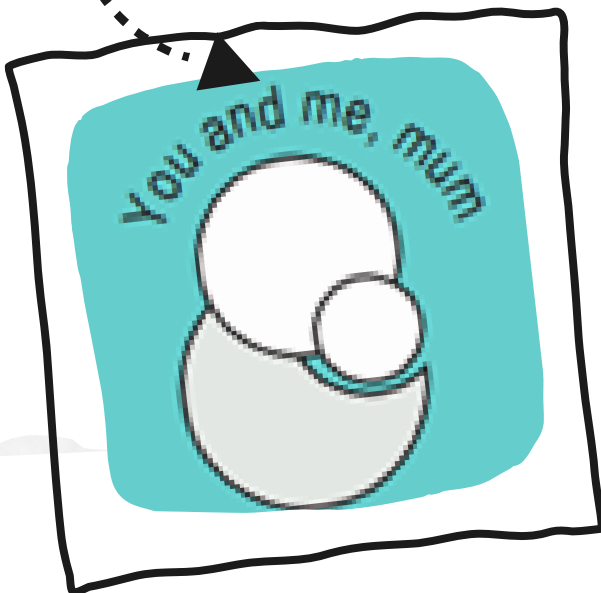


## UPCOMING EVENTS

The 16 Days of Action is nearly among us and we are looking forward to our campaigns this year. To get things started we will be hosting a SADA Exhibition Café on 22nd November, to share our survivors everyday 'trigger' items. This will be a fantastic networking opportunity. Our main event this year will be the official launch of the Friends of SADA Charity. We will be hosting a Ball which will take place on 25th November. Some tickets are still available if you would like to come and celebrate with us in style!



## SUPPORT AND COURSES



There has been a huge development going on throughout the year to create our workshops. We now have our CARE workshops available that we will be looking to take referrals for very soon. This is a gender neutral 3 part course created by survivors, to support other survivors in their journey. Information will be sent out about this very soon.

We have also continued to run the You and Me Mum Course. This has been a huge success and our next start date for this will be January 2024.

SADA@STEVENAGE.GOV.UK



## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### **PART 1 – PUBLIC DOCUMENT**

Any interest to declare / or conflict and any dispensation granted: **not applicable**

### **SERVICE DIRECTORATE: LEGAL AND COMMUNITY**

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

To consider the results of a public consultation and set the council's taxi fare tariff for all taxi journeys starting and ending in North Hertfordshire. With effect from 6 November 2023, the new tariff will be:

##### **TARIFF 1 (Standard Tariff)**

**£3.50** for the first **1,000** yards or part thereof  
**£0.10** after the first **1,000** yards, for every **60** yards or part or part thereof (waiting time)

##### **TARIFF 2**

For hirings **commencing between** midnight and 6.00am, all day Sun and declared Holidays

**£5.25** for the first **1,000** yards or part thereof  
**£0.15** after the first **1,000** yards, for every **60** yards or part or part thereof (waiting time)

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

Cllr Sean Prendergast, Executive Member for Housing and Environmental Health

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

26 October 2023

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

- 4.1 The Local Government (Miscellaneous Provisions) Act 1976 allows local authorities to regulate the maximum tariff charged by taxis. Whilst there is no fixed period for a tariff to remain in effect, the council has historically reviewed its tariff annually with the new tariff (where applicable) taking effect around November.
- 4.2 Taxi fares were last increased in 2022 and the taxi trade has asked the council for an increase to cover the increased cost of living, particularly fuel prices.
- 4.3 The adopted taxi tariff is as advertised during the consultation period without the mandatory discount proposed for vulnerable persons.



## **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 No other options were considered as the decision is supported by the trade association representing the drivers and there was no public objection to the proposal.

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

- 6.1 The consultation process is defined within section 65 of the Local Government (Miscellaneous Provisions) Act 1976 and has been followed.
- 6.2 Prior to the formal consultation process, the Executive Member and Deputy Executive Member met with the trade association and invited them to submit their proposal for 2023/24.
- 6.3 Having considered the National Fare League Tables, cost of motoring statistics from the AA/RAC, and the impact on residents, the Executive Member made a small adjustment to shorter fare costs to protect the most vulnerable in society who are reliant on taxis for essential short journeys.
- 6.4 In accordance with the prescribed process, the proposal was advertised in The Comet and The Royston Crow setting out how representations could be made and the process that would be followed. A separate webpage was created outlining the consultation and a number of social media posts referring to the consultation were posted periodically by the communications team.
- 6.5 Only one public consultation response was received, and the trade association supported the proposed fares.

## **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. RELEVANT CONSIDERATIONS**

- 8.1 It has always been the council's position that the taxi tariff should be suitably placed in the National League Tables of Fares to reflect the high standards of vehicles and drivers required by the council and the local economic position compared to other areas of the country. Consideration is also given to ensuring that the position in the National Tables is comparable to other Hertfordshire authorities and neighbouring authorities.
- 8.2 North Herts have ordinarily been positioned in the top quartile in the fares league tables. The new tariff will position North Herts at joint 70<sup>th</sup> out of 340 authorities in the league tables.
- 8.3 Drivers have stated that there was a need for a decrease in the yardage for the initial flag rate to ensure that shorter journeys, that form a significant portion of business, receive a reasonable increase.
- 8.4 This has to be balanced against ensuring that any increase will not preclude the most vulnerable from accessing taxis for essential short journeys such as shopping, medical appointments, or socialisation.

## **9. LEGAL IMPLICATIONS**

- 9.1 Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 sets out the prescribed process to be followed when amending a taxi tariff.
- 9.2 The power to set fares is an executive decision however has not been reserved for the Cabinet and has been delegated to the Executive Member – Housing and Environmental Health under section 14.6.8 (b) (xiii) of the Constitution.
- 9.3 The Service Director - Legal and Community has been consulted throughout the process, considered and reviewed the legalities and endorsed the decision.
- 9.4 The Council should give adequate weight to the consultation responses as required by section 65 (4) of the 1976 Act. Given that there is a majority of the trade against the proposal to introduce mandatory discounts (100% of the trade who responded with over 50% of the trade participation), and no appreciable support for the scheme from the public, the decision taken is a reasonable reflection of the legal requirements.
- 9.5 Best Practice Taxi and Private Hire Licensing Guidance issued by the Department for Transport states the fares set should be clear, understandable and balance the needs to the travelling public as against the ability for the trade to earn a living. The decision taken reflects those requirements.

## **10. FINANCIAL IMPLICATIONS**

- 10.1 Licensing case law has clarified the legislative position that councils can recover their reasonable costs of administration and enforcement through licensing fees therefore there is no cost to the Council from this consultation process.

## **11. RISK IMPLICATIONS**

- 11.1 There is a risk that the trade challenge the decision of the council through the courts which can only be by way of Judicial Review. The decision would have to be shown to be unlawful or unreasonable for a challenge to be successful. The correct legal process has been followed and the decision is reasonable based on all available evidence provided by officers and by the trade.

## **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 The discount scheme would potentially have provided some positive benefits to a group with a protected characteristic (disability). However, as indicated there were only 5 public responses received, and none apparently in support of the proposal. The Council, will, however, as indicated, be looking at voucher schemes to see whether this would be feasible in the future.

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 The Social Value Act and “go local” policy do not apply to this decision.

## **14. ENVIRONMENTAL IMPLICATIONS**

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

**15. HUMAN RESOURCE IMPLICATIONS**

15.1 There are no additional resourcing implications as a result of this decision.

**16. BACKGROUND PAPERS**

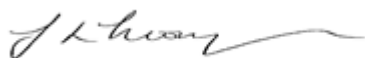
16.1 Local Government (Miscellaneous Provisions) Act 1976

16.2 The National League Tables of Taxi Fares

**NOTIFICATION DATE**

Date notified to Members in MIS:	27 October 2023
Last date for call-in:	3 November 2023
Decision to take effect (if not called-in):	6 November 2023

**Signature of Officer Consulted:**



**Date: 26/10/2023**

**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.**

(Including Withdrawn decisions)

**EAST TEAM**

<b>Application No:</b> 23/01536/FP	<b>Location:</b> 23 Leys Avenue Letchworth Garden City Hertfordshire SG6 3ED <b>Applicant Name:</b> Regent Street Projects Ltd <b>Description:</b> Change of use from Class E (Shops) unit to mixed use Class E(a)/E(b) (Shops/Restaurants & Cafes) (as amended by plans received 4th September 2023 and 19th October 2023).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/01674/DOC	<b>Location:</b> 22 - 24 High Street Royston Hertfordshire SG8 9AG <b>Applicant Name:</b> Mrs Chi Fai Cheung Ocean Mind Property Managemen <b>Description:</b> Details reserved by Condition 3 (Windows) of listed building consent 20/00435/LBC granted on 04.08.2020	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/01714/DOC	<b>Location:</b> 22 - 24 High Street Royston Hertfordshire SG8 9AG <b>Applicant Name:</b> Mrs Chi Fai Cheung Ocean Mind Property Managemen <b>Description:</b> Details reserved by Condition 4 (Internal/external doors) of listed building consent 20/00435/LBC granted on 04.08.2020	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/01760/LBC	<b>Location:</b> Hyde Hall Farm Sandon Lane Sandon Buntingford Hertfordshire SG9 0RU <b>Applicant Name:</b> Mr Ben Cannon Hyde Hall Partnership <b>Description:</b> Internal and external alterations including re-roofing in clay tiles, opening up and glazing existing ventilation slits and windows, installation of glazed doors and erection of access ramp and steps to facilitate partial change of use of grade II listed brick barn to create office space (B1a use) (as a variation to listed building consent ref: 22/03100/LBC granted on 2 March 2023).	<b>Decision:</b> Conditional Consent <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/02029/TCA	<b>Location:</b> Rowan Butt Cottage Rowan Close Weston Hitchin Hertfordshire SG4 7BH <b>Applicant Name:</b> Mr Graham Smithard <b>Description:</b> T8 Conifer - Remove	<b>Decision:</b> No Objection <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/02124/TCA	<b>Location:</b> Allotment Gardens At Rear Of 31 To 45 South View Letchworth Garden City Hertfordshire <b>Applicant Name:</b> Paul McKenna Letchworth Garden City Heritage Four <b>Description:</b> T1 Dead Sycamore - Remove	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02128/TCA	<b>Location:</b> Bushel And Strike 15 Mill Street Ashwell Baldock Hertfordshire SG7 5LY <b>Applicant Name:</b> Mr Ewan Habben Hbn Trees <b>Description:</b> T1 Sycamore - Remove all deadwood from canopy & reduce lower crown by 2-3m to suitable growth points. T2 Ash - Remove all deadwood from canopy & reduce lower crown by 2-3m to suitable growth points, crown lift to 3.8m. T3 Sycamore - Remove all deadwood from canopy & reduce lowest limbs by 2m to suitable growth points.	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/02142/EC	<b>Location:</b> Land In Front Of 5, 27 And 45 Monklands Letchworth Garden City Hertfordshire SG6 4XB <b>Applicant Name:</b> Openreach Priyanka V <b>Description:</b> Installation of No.1 pole for fixed line broadband apparatus.	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/10/2023

**EAST TEAM**

<b>Application No:</b> 23/02143/EC	<b>Location:</b> Land In Front Of 5, 27 And 45 Monklands Letchworth Garden City Hertfordshire SG6 4XB <b>Applicant Name:</b> Openreach Priyanka V <b>Description:</b> Installation of No.1 pole for fixed line broadband apparatus.	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/02144/EC	<b>Location:</b> Land In Front Of 5, 27 And 45 Monklands Letchworth Garden City Hertfordshire SG6 4XB <b>Applicant Name:</b> Openreach Priyanka V <b>Description:</b> Installation of No.1 pole for fixed line broadband apparatus.	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/02145/EC	<b>Location:</b> Land In Front Of 56 Monklands Letchworth Garden City Hertfordshire SG6 4XG <b>Applicant Name:</b> Openreach Priyanka V <b>Description:</b> Installation of No.1 pole for fixed line broadband apparatus.	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/02182/TCA	<b>Location:</b> 330 Norton Way South Letchworth Garden City Hertfordshire SG6 1TA <b>Applicant Name:</b> Mrs Mary-Jane Robinson <b>Description:</b> T1 Yew - Fell to ground level and stump grinded.	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02202/TCA	<b>Location:</b> La Concha Letchworth Railway Station Station Place Letchworth Garden City Hertfordshire SG6 3AN <b>Applicant Name:</b> Burton <b>Description:</b> T1 Ash - Fell to ground level.	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02249/TCA	<b>Location:</b> 12 Baldock Road Letchworth Garden City Hertfordshire SG6 3LB <b>Applicant Name:</b> Mr Jason Hough CTC <b>Description:</b> Prunus and Acer - Remove	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02256/TCA	<b>Location:</b> 12 Westholm Letchworth Garden City Hertfordshire SG6 4JB <b>Applicant Name:</b> Mrs Elizabeth Battarbee <b>Description:</b> T1 Honey Locust - Remove deadwood. T2 Purple Plum - Thin by 25%. T3 Hawthorn - Fell	<b>Decision:</b> No Objection <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/02266/TCA	<b>Location:</b> 18 Field Lane Letchworth Garden City Hertfordshire SG6 3LE <b>Applicant Name:</b> Ms Lucy Hedley <b>Description:</b> T1 Damson - Sectionally fell close to ground level. T2 Purple Plum - Reduce overall crown by 1.5 - 2 m to balance	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02274/TCA	<b>Location:</b> 3 Willian Way Letchworth Garden City Hertfordshire SG6 2HQ <b>Applicant Name:</b> Ms Barbara Gardiner <b>Description:</b> T1: Conifer - Remove to ground level.	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02341/TPO	<b>Location:</b> The Sycamores 43 Kneesworth Street Royston Hertfordshire SG8 5AB <b>Applicant Name:</b> Prentice <b>Description:</b> T1 Yew - Raise crown section to above first floor window by removal of secondary growth only. Prune to clear adjacent building by 1.5m. Reduce long laterals overall by up to 1.5ms. Reduce 1 long lateral by 1.5m to 2m.	<b>Decision:</b> Conditional Consent <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/02369/TCA	<b>Location:</b> Mortimers London Road Barley Royston Hertfordshire SG8 8JE <b>Applicant Name:</b> Sue Williams <b>Description:</b> T1 Multi Stemmed Lime - Lift to 3m and thin by 30%. T2 Sycamore - Remove 3 suckers	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/10/2023

**WEST TEAM**

## WEST TEAM

<b>Application No:</b> 23/01542/FPH	<b>Location:</b> 11 Graveley Road Great Wymondley Hitchin Hertfordshire SG4 7EX <b>Applicant Name:</b> Anthony Potter <b>Description:</b> Two storey rear extension.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 25/10/2023
<b>Application No:</b> 23/01774/PN14J	<b>Location:</b> Chesfield Downs Golf Club Jacks Hill Graveley Hitchin Hertfordshire SG4 7EQ <b>Applicant Name:</b> Mr Gaige Ross Club Company <b>Description:</b> Installation of PV Solar Panels	<b>Decision:</b> Prior Approval Given <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/01968/FPH	<b>Location:</b> 39 Ickleford Road Hitchin Hertfordshire SG5 1TR <b>Applicant Name:</b> Mr & Mrs Matt Carrington-Hodges <b>Description:</b> Raise existing roof ridge height, add roof parapet to existing party wall, insert 2 rooflights to front and dormer to existing rear roof slope to facilitate conversion of loft space into habitable accommodation.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/02148/FPH	<b>Location:</b> 44 Broadmead Hitchin Hertfordshire SG4 9LX <b>Applicant Name:</b> Mr And Mrs Stephen Gee-finch <b>Description:</b> Single storey front extension.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/02181/DOC	<b>Location:</b> Oughton Head Pumping Station Hitchin Road Pirton Hertfordshire <b>Applicant Name:</b> Affinity Water Limited Affinity Water Limited <b>Description:</b> Details reserved by Condition 13 (Clearance of vegetation) of planning permission 21/02768/FP granted on 30.06.2022.	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 19/10/2023
<b>Application No:</b> 23/02271/DOC	<b>Location:</b> Old Forge House 55 West Street Lilley Luton Hertfordshire LU2 8LH <b>Applicant Name:</b> Mrs Elena Cooper <b>Description:</b> Details reserved by Condition 3- Details and/or samples of bricks (relating to Listed Building Consent 23/00192/LBC granted 18.07.2022)	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02272/DOC	<b>Location:</b> Old Forge House 55 West Street Lilley Luton Hertfordshire LU2 8LH <b>Applicant Name:</b> Mrs Elena Cooper <b>Description:</b> Details reserved by Condition 6- Details and/or samples of rainwater goods (relating to Listed Building Consent 23/00192/LBC granted 18.07.2022)	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02276/DOC	<b>Location:</b> Old Forge House 55 West Street Lilley Luton Hertfordshire LU2 8LH <b>Applicant Name:</b> Mrs Elena Cooper <b>Description:</b> Details reserved by Condition 4 - Details and/or samples of Clay tiles (relating to Listed Building Consent 23/00192/LBC granted 18.07.2022)	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 23/10/2023
<b>Application No:</b> 23/02335/TCA	<b>Location:</b> 21 High Street Whitwell Hitchin Hertfordshire SG4 8AJ <b>Applicant Name:</b> Mrs Shona Wilson <b>Description:</b> Group Leylandii - Removal	<b>Decision:</b> No Objection <b>Decision Date:</b> 23/10/2023

**EAST TEAM**

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

23/01984/FP	Mr Jason Jarvis 29 Unwins Lane, Cambridge, CB245PN, United Kingdom	Land Between Chain Cottage And 40 Gardiners Lane Ashwell Hertfordshire SG7 5PY  Mr Jason Jarvis  Erection of one 3-bed dwelling, with vehicular access and parking
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**Baldock**

23/01923/FPH	Mr Malcolm Bartlett 38 London Road, Baldock, Hertfordshire, SG7 6JL	38 London Road Baldock Hertfordshire SG7 6JL  Mr Malcolm Bartlett  Single storey rear extension to extend existing rear conservatory.
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23/02501/TCA	Mr Alex Harrington Cambridge House Limited Satchells, 7 Brand Street, Hitchin, SG5 1HX, United Kingdom	Cambridge House Hitchin Street Baldock Hertfordshire SG7 6AE  Mr Alex Harrington  Sycamore - Remove
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**Barkway Parish Council**

23/02370/FPH	Mr Barry Broome Tides View, 37 Sea Way, Middleton On Sea, PO22 7RZ, United Kingdom	The Manor House Newsells Park Barkway Royston Hertfordshire SG8 8DA  Mr Barry Broome  Single storey rear extension with basement beneath and replace existing flat roof with a pitched roof.
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**Barley Parish Council**

23/02475/TCA	Mrs Jenny Robinson Arboretum, Ware Park, Ware, SG12 0DY, United Kingdom	Saddlers Church End Barley Royston Hertfordshire SG8 8JN  Mr Brian Watson  T1 Maple - To reduce top up to 1m to improve shape and thin
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23/02489/TCA	Mr Timothy Martin Studlands, High Street, Barley, Royston, SG8 8HT	Studlands High Street Barley Royston Hertfordshire SG8 8HT	Mr Timothy Martin  Black Walnut, Box Elder - Reduce by approx 30-35%.
<b>Hinxworth Parish Council</b>			
23/02509/TCA	Mr Conor Methven C Methven Arb The Chimes, high street, hinxworth, hertfordshire, SG7 5HH	Appletrees High Street Hinxworth Baldock Hertfordshire SG7 5HQ	Mr Conor Methven  Ash - Pollard back to previous points and cutting back branches on phone line
<b>Letchworth Garden City</b>			
23/01899/LBC	Mr J Adams 5 Norton Way North, Letchworth Garden City, Hertfordshire, SG6 1BY	5 Norton Way North Letchworth Garden City Hertfordshire SG6 1BY	Mr J Adams  Installation of flue and internal alterations.
23/02365/FP	JMS Planning & Development Ltd Mr Julian Sutton Build Studios, 203 Westminster Bridge Road, Lambeth, London, SE1 7FR, United Kingdom	<div style="border: 1px solid red; padding: 5px;">Jackmans Service Station, Baldock Rd, LGC</div>	
23/02430/FPH	Resi Mr Joshua Eves International House, Canterbury Crescent, Brixton, London, SW9 7QD	39 Hillbrow Letchworth Garden City Hertfordshire SG6 3RD	Mr Jack Nelson  Single storey rear extension following demolition of existing rear conservatory.
23/02440/TPO	Mrs Karen Stockhill John O'Conner 2 Great North Road, Welwyn, Hertfordshire, AL6 0PL, United Kingdom	Land At Rosemont Close Letchworth Garden City Hertfordshire SG6 4XR	Mr Darren Griffin  T15 Hornbeam - Epicormic Removal, Crown Lift to 2.4m over footpath.



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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 27/10/2023  
DEADLINE FOR COUNCILLORS' CALL IN: 16/11/2023**

23/02441/TPO	Mrs Karen Stockhill John O'Conner 2 Great North Road, Welwyn, Hertfordshire, AL6 0PL, United Kingdom	Land At Rosemont Close Letchworth Garden City Hertfordshire SG6 4XR
		Mr Darren Griffin  011 Pine - Crown lift to 2.4m over Footpath, crown lift to 5.2m over highway. 012 Pine - Crown lift to 5.2m over highway. 013 Hornbeam - Crown lift to 2.4m over footpath, reduce back from streetlight by 2m, sever and strip Ivy. 014 Norway Maple - Epicormic removal, crown lift to 2.4m over footpath, reduce back from streetlight by 2m. 016 Silver Birch - Epicormic removal. 017 Silver Birch, 018 Norway Maple - Fell. 019 Whitebeam - Crown lift to 2.4m over Footpath. 021 Silver Birch - Crown lift to 2.4m over footpath, deadwood and ivy strip and Sever.
23/02462/TCA	Mr Dom Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN Hertfordshire United Kingdom	203 Icknield Way Letchworth Garden City Hertfordshire SG6 4TT
		Mr Paul Knights  T1. Pear - Reduce by 2m shape and balance cutting to viable growth. T2. Pear - Reduce up to 3m, shape and balance cutting to viable growth. T3. x2 Conifers - Reduce by 50%.
23/02463/FPH	SM Surveyors & Co Ltd Mr Paul Madden 14 Howards Wood, Letchworth Garden City, SG6 2DH, United Kingdom	2 Howards Wood Letchworth Garden City Hertfordshire SG6 2DH
		Mr Paul Madden  Front porch extension.
23/02464/TCA	Mr Thomas Oakley Oakley arboriculture Ltd 115 Western Way, Letchworth Garden City, SG64TF, United Kingdom	39 The Crescent Letchworth Garden City Hertfordshire SG6 1SW
		Mr Thomas Oakley  T1 Hornbeam - Reduce height by 1.5-2m and reduce lateral limbs by 2-2.5m.
23/02477/TCA	Mr Mark Gibson 4Seasons Specialist Tree Surgeons Ltd 19 Tansy Avenue, Stotfold, Hitchin, SG5 4GJ	69 Lytton Avenue Letchworth Garden City Hertfordshire SG6 3HY
		Wendy Ledwold  T1: Sycamore - Remove
23/02480/TCA	Mr Mark Gibson 4Seasons Specialist Tree Surgeons Ltd 19 Tansy Avenue, Stotfold, Hitchin, SG5 4GJ	7 Cross Street Letchworth Garden City Hertfordshire SG6 4UD
		Mr Kim Baker  T1-T3: Cherry Plum - Prune by approx. 25-30% to suitable growth points.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 27/10/2023  
DEADLINE FOR COUNCILLORS' CALL IN: 16/11/2023**

23/02481/TCA	Mr Daniel Dalton 27 Birds Hill, Letchworth, SG6 1PL, United Kingdom	Land Adjacent To 27 Birds Hill Letchworth Garden City SG6 1PL  Mr Daniel Dalton  T1 Sycamore - Crown reduction and thinning 25-30%. Removal of low overhanging branches. T2 Sycamore - Crown reduction 25-30%. T3 Ash - Crown reduction 25-30%
23/02493/FPH	Home Extension Team Miss Georgia Hayes 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	235 Icknield Way Letchworth Garden City Hertfordshire SG6 4TX  Mr & Mrs Wakeman  Single storey rear and single storey side extension and insertion of solar panels to existing side roofslope following demolition of existing rear conservatory and side element.
23/02502/TCA	Paul McKenna One Garden City, Broadway, Letchworth Garden City, SG6 3BF, United Kingdom	Land Adjacent To 124 Common View Letchworth Garden City Hertfordshire SG6 1DQ  Paul McKenna  T1 Sycamore - Reduce crown by upto 2.5m. T2 Hawthorn - Reduce by upto 2m and sever ivy at base
23/02503/TCA	Mrs Allison Sparrow Arborcare Unit N, Shangri La Farm, SG1 2JE	27 Sollershott West Letchworth Garden City Hertfordshire SG6 3PU  Ray  T1 English Oak - Reduce low limb back by upto 4m. T2 Common Beech - Reduce the 2 low limbs back by upto 3m. T3 Ash - Reduce the overhanging branches back by upto 3m
23/02506/TCA	Paul McKenna One Garden City, Broadway, Letchworth Garden City, SG6 3BF, United Kingdom	Land Adjacent To 121 Green Lane Letchworth Garden City Hertfordshire SG6 1EH  Paul McKenna  G1 Mixed row of Sycamore, Elder and Blackthorn - Dead wood epicormic growth and reduce back by up to 2m and general pruning maintenance

**Newnham Parish Meeting**

23/02470/FPH	MSAD Architectural Design Ltd Mr Mark Scott Bancroft House, 34 Bancroft, Hitchin, SG5 1LA	Old Thatch Ashwell Road Newnham Baldock Hertfordshire SG7 5JX	Ms A Pepper-Bowen	Replace all fenestration on rear elevation. Replace first floor side window. Repairs to chimney and conversion of existing garage to ancillary accommodation.
23/02471/LBC	MSAD Architectural Design Ltd Mr Mark Scott Bancroft House, 34 Bancroft, Hitchin, SG5 1LA	Old Thatch Ashwell Road Newnham Baldock Hertfordshire SG7 5JX	Ms A Pepper-Bowen	Replace all fenestration on rear elevation. Replace first floor side window. Repairs to chimney and internal alterations.
23/02472/PN14J	Luke Strange Architecture Ltd Luke Strange 20 Hollicondane Road, Ramsgate, CT11 7PH	Hullockpit Hill Newnham Road Newnham Herts SG7 5DP	Mr Shaun Beattie	Installation of roof mounted solar panels (44.6kWp)
<b>Royston Town Council</b>				
23/02328/FPH	Mr Lee Robinson 8 Chalk Row , Barkway Road, Royston, Hertfordshire, SG8 9GF	8 Chalk Row Barkway Road Royston Hertfordshire SG8 9GF	Mr Lee Robinson	Retention of alterations to decking area and landscaping including retaining wall.
23/02389/FP	Mr Kevin Henderson Sun Hill Cottage, 3 Sun Hill, Royston, Hertfordshire, SG8 9AU, UK	Sun Hill Cottage 3 Sun Hill Royston Hertfordshire SG8 9AU	Mr Kevin Henderson	Change of use of existing detached 2-bed ancillary accommodation barn to one detached 2-bed self-contained residential dwelling and erection of boundary fence.

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

LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 27/10/2023  
DEADLINE FOR COUNCILLORS' CALL IN: 16/11/2023

23/02421/FPH Mr Andrew Mellor Mr Andrew Mellor 14 Limekiln Close  
25 New Road, Melbourn, Royston, Royston  
SG8 6BX Hertfordshire  
SG8 9XP

Mr and Mrs Brockbank

Single storey rear extension.

23/02460/FPH Mr Richard Lewis 2A Middle Drift  
62 Green Drift, Royston, Herts, SG8 Royston  
5BX Hertfordshire  
SG8 5BU

Mr Richard Lewis

Erection of garden/games room and garden shed

**Therfield Parish Council**

23/02417/FP PJB Planning Ltd Peter Biggs Tussocks  
1st & 2nd Floor, 2 West Street, The Causeway  
Ware, SG12 9EE, United Kingdom Therfield  
Royston  
Hertfordshire  
SG8 9PP

Mr T Hanson

Erection of 10 residential dwellings (1 x 2-bed, 7 x 3-bed, 1 x 4-bed and 1 x 5-bed) including creation of vehicular access, parking, landscaping, and associated works following demolition of dwelling and outbuildings.

23/02459/FP Mr Paul Whiffin Hay Farm  
3 and 4 Unit 3 and 4 Cokenach Police Row  
Estate, Royston, SG8 8DL, United Therfield  
Kingdom Hertfordshire  
SG8 9QE

Mr Paul Whiffin

Change of use from paddock/agricultural land to residential garden land.

**WEST TEAM**

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

23/02056/FP	Muda Architecture Ltd. Mrs Gretal Muller ALLEN HOUSE BUSINESS CENTRE, Station Road, Sawbridgeworth, CM21 9JX, United Kingdom	Land At Foxglove Way And The Brambles Welwyn Hertfordshire Mr J Thurley
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Erection of one 1-bed dwelling with associated detached double garage to include storage and creation of vehicular access

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 27/10/2023  
DEADLINE FOR COUNCILLORS' CALL IN: 16/11/2023**

23/02408/FPH	Brooks Murray Architects Mra Sara Rietti 41 Tabernacle Street, London, EC2A4AA, United Kingdom	Valley Farm Kimpton Road Codicote Hitchin Hertfordshire SG4 8ST	Chris and Maria Carradice  Single storey rear extension, rear porch canopy and single storey side extension providing glazed link/study/bootroom/WC.
23/02409/LBC	Brooks Murray Architects Mra Sara Rietti 41 Tabernacle Street, London, EC2A4AA, United Kingdom	Valley Farm Kimpton Road Codicote Hitchin Hertfordshire SG4 8ST	Chris and Maria Carradice  Single storey rear extension, rear porch canopy and single storey side extension providing glazed link/study/bootroom/WC. Internal alterations.
23/02410/FP	Brooks Murray Architects Mrs Sara Rietti 41 Tabernacle Street, London, EC2A4AA, United Kingdom	Valley Farm Kimpton Road Codicote Hitchin Hertfordshire SG4 8ST	Chris and Maria Carradice  Conversion of existing barn into flexible habitable space ancillary to the main dwelling, reinstatement of formal courtyard including erection of three outbuildings and installation of natural pond. Widening of existing vehicular access
23/02411/LBC	Brooks Murray Architects Mrs Sara Rietti 41 Tabernacle Street, London, EC2A4AA, United Kingdom	Valley Farm Kimpton Road Codicote Hitchin Hertfordshire SG4 8ST	Chris and Maria Carradice  Internal and external alterations to existing barn to facilitate the conversion of barn into flexible habitable space
<b>Graveley Parish Council</b>			
23/02446/NCS	ELA Design Chris Ellerbeck Beechcroft, Riverside Avenue, Broxbourne, EN10 6RA	5 Ashwell Common Graveley Hitchin Hertfordshire SG4 7LJ	Mrs Beverley Hood  Single storey rear extension with the following dimension: Length as measured from rear wall of original dwelling - 3.8 metres

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 27/10/2023  
DEADLINE FOR COUNCILLORS' CALL IN: 16/11/2023**

23/02508/TCA Mr Gareth Napier Harrington Cottage  
32 Duchess Court, Welwyn Garden Church Lane  
City, AL7 4FP, United Kingdom Graveley  
Hertfordshire  
SG4 7LS

Mr Duncan Price

Silver Birch - Reduce by 30%

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**Hexton Parish Council**

23/02478/TCA Mr Aiden Feerick Land Outside The Old Vicarage  
The Old Vicarage, Hexton, Hitchin, Barton Road  
SG5 3 JN, United Kingdom Hexton  
Hertfordshire  
SG5 3JN

Mr Aiden Feerick

Sycamore - Remove

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**Hitchin**

23/02419/FPH Mr Colin Rowe Mr Colin Rowe 20 Brook View  
38 Ferrars Avenue, Eynesbury, St Hitchin  
Neots, PE19 2TZ Hertfordshire  
SG4 9NY

Mr Nick Davis

External rendering to existing dwellinghouse and approved extensions  
(as a variation of planning permission 21/01556/FPH granted  
28.07.2021)

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23/02420/FPH Boyd Seddon Architect Mr Boyd Seddon 27 Wymondley Road  
Seddon Hitchin  
Old Kitchin's Farm, 31 Horslow Hertfordshire  
Street, Potton, Beds, SG19 2NS, SG4 9PN  
United Kingdom

Ms Harvey & Mr Coombes

Two storey rear extension including juliet balcony and single storey  
rear/side extension following demolition of existing rear  
element/garage/chimney. External render and cladding. Alterations to  
fenestration

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23/02479/TCA Mr Mark Gibson 4Seasons 5 Trevor Road  
Specialist Tree Surgeons Ltd Hitchin  
19 Tansy Avenue, Stotfold, Hitchin, Hertfordshire  
SG5 4GJ SG4 9TA

Jenny Shirley

T1: Ash - Longer laterals that protrude from the canopy to be shortened  
to suitable growth points to balance the canopy. T2: Cotoneaster -  
Reduce by approx. 30%. T3: Yew - Reduce by approx. 20-25%. T4:  
Holly - Prune back to the boundary. Reduce height by approx. 25% to  
the previous pruning points. T5: Bay - Reduce by approx. 20-25%.

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

LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 27/10/2023  
DEADLINE FOR COUNCILLORS' CALL IN: 16/11/2023

23/02486/NCS Arcicon Raja Sekaran 74 Sturgeons Way  
Arcicon, 42 Brudenell Close, Hitchin  
Amersham, HP6 6FH, United Hertfordshire  
Kingdom SG4 0BN  
  
Ms Raman Paul  
  
Single storey rear extension with the following dimension:  
Length as measured from rear wall of original dwelling - 6.0 metres

23/02491/TCA Mr Warren Quinlan Honey Tree 8 Highbury Road  
Surgeons Ltd Hitchin  
Frogmore Cottage, Kings Walden, Hertfordshire  
Hitchin, SG4 8NW SG4 9RW  
  
Mr Clarke  
  
Silver Birch - Remove. Holly, Apple - Reduce and deadwood

**Kimpton Parish Council**

23/02458/LDCE Mr Vincent Parkes 12 Coopers Close  
12 Coopers Close, Kimpton, Hitchin, Kimpton  
SG4 8QU Hitchin  
Hertfordshire  
SG4 8QU  
  
Mr Vincent Parkes  
  
Retention of rear extension

**Knebworth Parish Council**

23/02139/FP Spring Planning Ltd Caroline Rustling End Barn  
McIntyre Rustling End  
The Stanley Building, Seven Codicote  
Pancras Square, London, N1C 4AG Hitchin  
Hertfordshire  
SG4 8TD  
  
Mr Paul Clark  
  
Erection of boundary wall

**Pirton Parish Council**

23/02422/PNR Pike Smith And Kemp Rural Mr Tom West Lane Farm  
McArdle West Lane  
The Old Dairy, Hyde Farm, Marlow Pirton  
Road, Maidenhead, SL66PQ, United Hertfordshire  
Kingdom SG5 3QP  
  
Mr Reid  
  
Change of Use of agricultural building to offices

**St Pauls Walden Parish Council**

23/01409/FPH Mr Matthew Beckham 38 Horn Hill  
38 Horn Hill, Whitwell, Hitchin, Whitwell  
Hertfordshire, SG4 8AR Hitchin  
Hertfordshire  
SG4 8AR  
  
Mr Matthew Beckham  
  
Installation of vehicular crossover and retention of existing driveway

# PRESS RELEASE

**PR 3810**

**24 October 2023**

## **Are you recycling paper properly?**

North and East Herts Councils are encouraging residents to do their bit to help the environment and keep service costs down by separating their paper from their mixed recyclables and general waste.

Recycling paper correctly uses much less energy than making paper from scratch. By following the council's 'Recycle Right' guidelines and keeping paper separate in your (blue) paper recycling box and free from contamination, it is more easily turned into new products, which in turn helps reduce the cost of providing these services to residents.

In 2022/23, North Herts and East Herts residents recycled 2,084 tonnes of paper. Despite these efforts, a substantial amount of paper is being put in refuse bins or the (purple) mixed recycling bin.

Paper – such as magazines, brochures, catalogues, newspapers, printer paper and white envelopes (even with windows) – is loaded into its own compartment in our recycling vehicles and transported to Palm Recycling who turn it into newsprint and other paper products.

Cllr Amy Allen, Executive Member for Recycling & Waste, said: "Recycling your paper separately is really easy and important. We're asking residents to check their paper recycling habits and use a separate box, which in return we'll get money to put back into the service, keeping the costs down. Plus you'll have more room in your recycling bin for cardboard, plastic bottles, pots, tubs and trays, tins, cans, and glass.

"So please dig out your blue box or order one online or give us a call. We all need to do our bit for the environment and recycling more of our household waste in the right way is an easy starting point."



Top tips for recycling paper in your (blue) kerbside box:

- Keep your paper separate – there's no need to put your box out for every collection if it isn't full.
- Keep it dry – no need to put your box out if it's raining, save it for another collection.
- Please prevent litter – put shredded paper in a paper bag in your box and avoid putting your box out on a windy day.
- Please put brown envelopes (even with windows) with cardboard in your mixed recycling bin.

**Order a kerbside (blue) paper recycling box:** Call 01462 474000 or visit [www.north-herts.gov.uk/request-new-replacement-or-larger-bin](http://www.north-herts.gov.uk/request-new-replacement-or-larger-bin)

**Make sure you make the most of your recycling:** [www.north-herts.gov.uk/recycle-right](http://www.north-herts.gov.uk/recycle-right)

**ENDS**

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

**NORTH HERTFORDSHIRE DISTRICT COUNCIL**

Council Offices, Gernon Road, Letchworth, Herts. SG6 3JF

Telephone: (01462) 474000. Email: [pressoffice@north-herts.gov.uk](mailto:pressoffice@north-herts.gov.uk)

# STATEMENT

**ST 250**

**25 October 2023**

## **Statement on London Luton Airport expansion**

Leader of the Council, Elizabeth Dennis said: "We are deeply disappointed by the [decision of the Secretaries of State for Levelling Up, Housing and Communities, and the Under Secretary of State at the Department for Transport](#), to expand the current capacity of London Luton Airport from 18 to 19 million passengers per annum (mppa). This decision flies in the face of public opposition, and completely ignores the climate emergency.

"We remain very concerned at the further expansion of the airport, giving rise to greater carbon emissions, noise, air pollution and traffic congestion. We are not persuaded that the mitigations proposed are adequate or sufficient to meet our climate responsibilities, and our offer to codesign solutions with Luton remains open. Together with Hertfordshire County Council and our neighbouring authorities, we continue to oppose the further expansion of the airport to 32 mppa through the ongoing examination process."

**ENDS**

