

NORTH HERTS COUNCIL

WEEK ENDING FRIDAY 2 FEBRUARY 2024

MEMBERS' INFORMATION

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

NEWS AND INFORMATION

AGENDA & REPORTS

PUBLISHED WEEK COMMENCING 29 JANUARY 2024

Planning Control Committee – 15 February 2024

FORTHCOMING MEETINGS WEEK COMMENCING 29 JANUARY 2024

Cabinet – 6 February 2024

CHAIR'S ENGAGEMENTS WEEK COMMENCING 29 JANUARY 2024

Date	Event	Location
Sunday 4 February 2024	World Cancer Day Mad Hatter Tea Party	Millfield Theatre London
Thursday 8 February 2024	Stevenage and North Herts School Writing Project	The Broadway Theatre, Letchworth Garden City

VICE-CHAIR'S ENGAGEMENTS WEEK COMMENCING 5 FEBRUARY 2024

Date	Event	Location
	None	

OTHER EVENTS WEEK COMMENCING 5 FEBRUARY 2024

Date	Event	Location
	None	



LEGAL AND COMMUNITY SAFEGUARDING

MEMBERS INFORMATION NOTE

Safeguarding Training

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

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

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

The levels of training are:

Basic

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

Advanced

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

Safeguarding training courses YR23/24:

- Basic Child – Monday 19th February 2024

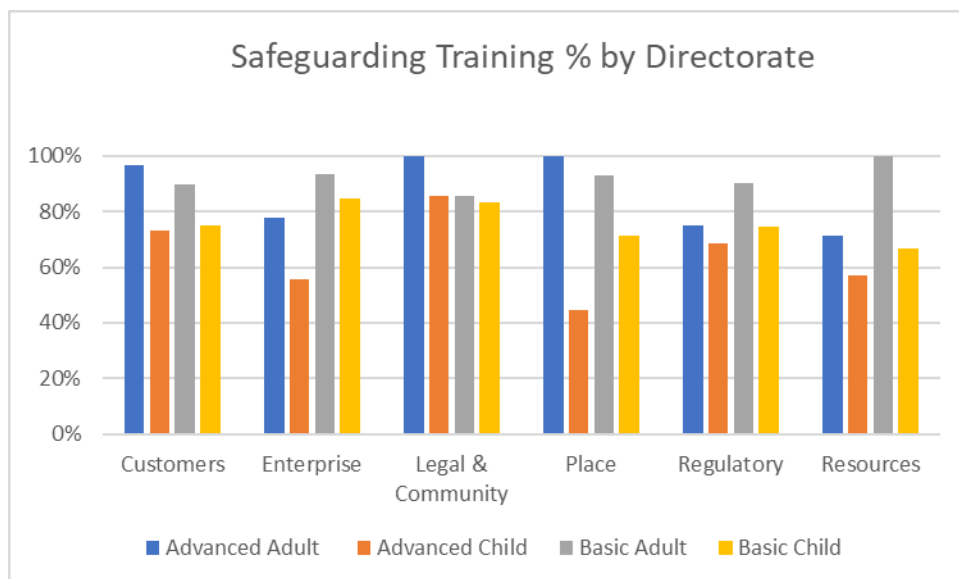
Safeguarding training courses YR24/25:

- Advanced Child – Wednesday 24th January 2024
- Basic Child – Monday 19th February 2024
- Basic Child – Wednesday 5th June 2024
- Advanced Adult – Tuesday 11th June 2024
- Basic Adult – Thursday 20th June 2024
- Advanced Child – Wednesday 3rd July 2024
- Basic Adult – Tuesday 10th September 2024
- Basic Child – Thursday 17th October 2024
- Basic Adult – Wednesday 13th November 2024
- Basic Child – Tuesday 21st January 2025
- Basic Adult – Thursday 30th January 2025
- Advanced Adult – Wednesday 12th February 2025
- Advanced Child – Wednesday 26th February 2025
- Basic Adult – Wednesday 5th March 2025

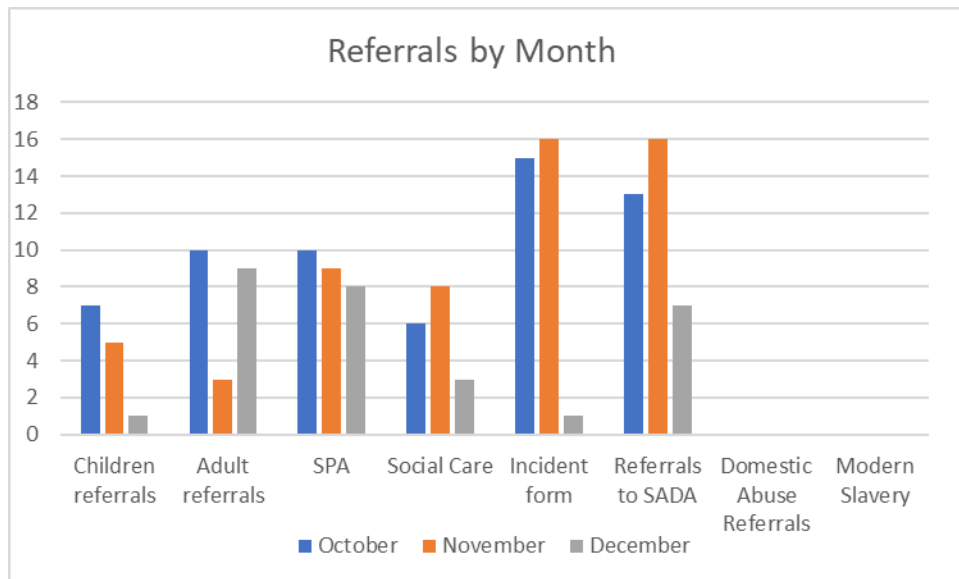
Members safeguarding training compliance per requirement: (based on 49 Members)

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

Safeguarding training by directorate:



Referrals by month



Safeguarding Updates- December 2023

- 22 referrals were received into safeguarding in December. Of those referrals submitted to HCC and out of county;
- 5 referrals accepted.
- 7 referrals were not accepted.
- 10 external referrals, no feedback received at time of report.
- 1 internal incident forms only.
- In addition, NHC submitted 7 referrals to SADA.

External Boards HSCP & HSAB

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

HSAB and HSCP Winter 2023 Newsletter

The newsletter key highlights are:

- Water safety for children
- Key insights to inform thinking on the proposed mandatory reporting duty in England and Wales for disclosures of child sexual abuse.
- Online Safety Act has received Royal Assent putting rules to make the internet safer in the UK, into law. The Act initiates Ofcom's new powers and places legal responsibility on tech companies to prevent and remove illegal content, such as bullying, content promoting self-harm and eating disorders and pornography.
- Launch of Support for Dads webpage.
- HSCP Outcome Bees Framework is available for use across all partners that Hertfordshire County Council work with.
- Cuckooing Survey has now closed, and the results will be shared in due course and there will be a public facing campaign launching in 2024.
- HSAB/HSCP Housing Conference was attended by around 150 colleagues, who explored themes of Domestic Abuse, Fire Safety and Mental Capacity.

- Safe and Well visits from Hertfordshire Fire and Rescue Service can be requested by anyone and all professionals can refer people for advice on fire safety.
- HSAB Safeguarding Adult Reviews (SARs) can be viewed on their website.
- The platform to access HSAB procedures online, was launched in September 2023 and is called Trix. Trix launch sessions will be held in 2024.

Hertfordshire Children's Services

A new online referral form will launch on Monday 25th March 2024 and this form is an easy process, where urgent situations are picked up quickly and you can track what happens to your referral.

From Monday 8th April 2024 all referrals from professionals will be made using the online form. Any referrals by email and phone from professionals will no longer be accepted.

In the coming months, further information will be shared, including a 'how to guide' and a launch event.

New Carers Support Group Launch

HCC has funded the launch of a new Carers Support Group which is run together by Carers in Hertfordshire and Hector's House (a suicide prevention and mental health charity).

The group aims to provide a platform for carers to share experiences, gain advice and receive the support they need in their roles. The group is for anyone looking after someone close to them who has had suicidal thoughts or has tried to take their own life.

To book a place at any meeting located at the South Hill Centre in Hemel Hempstead, please contact Carers in Hertfordshire:

Email: contact@carersinherts.org.uk

Call: 01992 586969

Hertfordshire County Council and Samaritans Suicide Prevention Training

Courses are available to book until the end of March 2024 and are available free to anyone living or working in Hertfordshire. You can book on the available courses here [Hertfordshire County Council | Eventbrite](#)

HSAB 7 Minute Briefings

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

The recent 7 Minute briefings are on Fire Safety and Professional Curiosity and can be accessed under the 7 minute briefings section on the HSCP and HSAB training and resources page here [HSAB and HSCP training and resources | Hertfordshire County Council](#).

Learning Hubs

The Learning Hub is an important two-way feedback loop between front line practitioners and the Strategic Safeguarding Partnership/Board, ensuring learning on priority issues is shared and acted on at all levels in a timely way.

In March 2024 the focus is on Trauma Informed Practice and are aimed at all professionals working with adults, children, and families.

The sessions are:

- 13th March 2024 9.30am to 12 noon.
- 18th March 2024 1.30pm to 4pm

Please see the Learning Hub Newsletter for further information which can be accessed under Learning Hubs here [HSAB and HSCP training and resources | Hertfordshire County Council](#)

You can book on to the courses via the website.

[Events List \(event-booking.org.uk\)](#)

Cuckooing Awareness Campaign

Hertfordshire is running a campaign to help members of the public to recognise the signs of 'cuckooing' and where to report it, and will be rolled out through local media, online and through Crimestoppers. Cuckooing is where criminals take over the home of a vulnerable person to use it as a base for their activities.

The survey amongst professionals was completed in December 2023 and had responses from 387 professionals and over 40 local agencies and found a good general level of knowledge.

Some common characteristics of cuckooing victims as defined in the [Cuckooing Practice Guidance \(hertfordshire.gov.uk\)](#) and signs of cuckooing in our communities are:

- An increase in the number of visitors to a property through the day and night, and often only short visits.
- Increased number of vehicles outside the property including taxis or hire cars.
- The usual occupier having new associates staying and bags of clothing and extra bedding in the property.
- The usual occupier moving out or staying away whilst unknown people remain.
- Evidence of drug use.
- Increase in local crime and anti-social behaviour.
- Victims disengage from support services and unwilling to discuss the situation at their property when asked.
- Individuals having large amounts of cash or mobile phones.
- Excessive receipt of texts and phone calls.
- Leaving care without any explanation.
- Suspicion of physical assault/unexplained injuries.
- Carry weapons.
- Changes to emotional wellbeing.

The best way to improve cuckooing knowledge and reporting procedures is via training, so the survey will be used to develop training packages to improve awareness of the cuckooing reporting pathway.

A one stop website has been developed as a hub for all cuckooing related needs for the public and professionals here [What is Cuckooing? | Hertfordshire County Council](#)

Hertfordshire Suicide Audit 2022 Data

The latest Hertfordshire Suicide Audit is now online and includes the most recent England and Wales suicide data with data highlighting the trend at East of England

level. Although Hertfordshire's rates are low, each loss is tragic and there remains the concern on the number of people attempting suicide and self-harm. The Hertfordshire Suicide Prevention Strategy for 2025-2030 will incorporate some of the key actions set out nationally and lived experiences. You can view the Hertfordshire Suicide Audit here hertshealthevidence.org - data tools & reports

Summary:

- The audit includes 193 deaths and most deaths occurred in 2022 (34.2%) and 2021 (25.4%).
- The lower number of coroners inquests compared to 2022 in 2020 and 2021 is reflective of the lower number of inquests occurring in 2020 and 2021 due to the Coroners Courts closing for parts of these years because of the COVID-19 pandemic.
- The 2019-21 age standardised suicide rate in Hertfordshire is statistically lower than the rate for England.

Key findings of the audit:

- Men accounted for over three quarters of all suicides.
- 41.5% of all people who died by suicide were aged 40-59.
- Mental health was the most common risk factor and 32.6% were known to a mental health service at the time of death.
- Over one third of people who died by suicide were known to have made a previous attempt.
- 17.1% were known to have discussed their mental health issues with a member of their GP practice in the four weeks leading up to their death.
- 58.5% of suicides were by hanging/strangulation/suffocation.
- 58.5% of suicides took place at the persons own residence.
- 1 in 10 suicides occurred on the railway.

You can see more detailed data and longer trends for Suicides in England and Wales by Local Authority here [Suicides in England and Wales by local authority - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk/publications/country-profiles/suicides-in-england-and-wales-by-local-authority)

Self-Compassion Tips from Togetherall

Togetherall is free to join for any person living or working in Hertfordshire and who would like peer to peer support on mental health and any thoughts of suicide. It is a free and confidential service that is available 24/7, as well as being anonymous and you just require your Hertfordshire postcode to join. [Togetherall](https://www.togetherall.com)

Self-compassion is important when working on issues like suicide prevention and Togetherall have produced helpful materials to support people, which can be accessed here:

[Togetherall self-compassion-blog.pdf](https://www.togetherall.com/blog/self-compassion)

[Togetherall-self-compassion-tips-story-reel-tiktok.mp4](https://www.togetherall.com/story-reel-tiktok)

For more information please contact:

Name: Lisa McDonald

Title: Interim Safeguarding Team Leader

Tel: 01462 474 143

Email: safeguarding@north-herts.gov.uk

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted for the Officer or Executive Member – the Executive Member is part of the Area Forum, but did not take part in the vote to recommend.

Any conflict with any Member of the Forum and the bodies concerned **[NO]** *However, note that only two of the three Members attending the Baldock Area Forum could vote on the recommendations. Ordinarily this would be three, however, as an informal body, the Executive Member, who was in attendance (and not voting), shall take into account the recommendations.*

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

1.1 The approval of the allocation **Baldock Community Grant** funding of:

1.1.1 **£2,060** to Home-start Herts for funding towards allowing them to support a family currently waiting for support in Baldock, with weekly, 1:1 home-visiting support.

1.1.2 **£1,500** to Resolve for funding towards the costs of their key workers who take group therapy sessions and individual casework; acupuncture and counselling therapy costs and operational running costs including IT and premises costs.

2. DECISION TAKER

2.1 Cllr Alistair Willoughby (Executive Member for Community and Partnerships in consultation with the Service Director – Legal and Community).

3. **DATE DECISION TAKEN:** 29.1.24

4. REASON FOR DECISION

4.1 The **Baldock Area Forum** held on 15 January 2024 considered a funding application from Home-start Herts and Resolve, and recorded their recommendations to the Executive Member for Community and Partnerships for the formal commitment of Community Grant funds via the delegated authority process.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 There are no other reasonable alternative options.

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

6.1 Consultation has taken place with the Baldock Area Forum Members in a public meeting on 15 January 2024. Two Members were in favour and recommend that the Baldock Area Community Grant budget should be used for this purpose.

7. FORWARD PLAN

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

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 The grant applications were considered by the Baldock Area Forum on 15 January 2024. The report with the application details is set out under item 4, available on the Council's website [[CLICK HERE](#)].
- 8.2 This delegated decision confirms that the recommendation made by the Area Forum members. Clarification was sought regarding the Resolve application, as a similar application had been made to the Royston Area Forum for £1K. It was clarified that this grant was different from the one they were seeking from the Baldock Area Forum members. It was then accepted by the Executive Member for Community & Partnerships, and Service Director on applications 1.1.1 – 1.1.2.

9. LEGAL IMPLICATIONS

- 9.1 Following the decision of Full Council on 18 April 2023, an Area Forum shall consider applications for community grants in its area and make recommendations to the Executive Member for Community & Partnerships on them. The Executive Member has delegated authority to make these Executive decisions under section 14.6.9(b)(ii)A of the constitution, in consultation with the Service Director: Legal & Community. That decision will be subject to a 5 clear working day call-in period, following publication in the Members Information Service (MIS) and on the Council's website.

10. FINANCIAL IMPLICATIONS

- 10.1. The 2023/24 base budget is **£5,000** with **£4,065** carried forward from the 2022/23 budget. This leaves a budget available of **£9,065**.
- 10.2. **£3,276** has been allocated to date in 2023/24, leaving **£5,789** available to allocate for community grants.
- 10.2. The grant applications for this meeting total **£3,560**. If the grants are awarded as outlined in 1.1.1 – 1.1.2, and in Appendix 2 and 3, the remaining balance will be **£2,229**.

11. RISK IMPLICATIONS

- 11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.
- 11.2 There are no relevant risk entries that have been recorded on Ideagen Risk Management, the Council's performance and risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. Whenever a request for grant funding for equipment is received, the recipient of the funding will be advised to obtain insurance for the item to avoid a repeat request for funding in the event of the equipment being stolen or damaged. There are no pertinent risk implications for the Authority associated with any items within this report.

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 Community Grant funds are awarded to community groups that clearly demonstrate positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations.

3. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and “go local” policy do not apply to the matters contained within this report, as there are no recommendations on procurement.

14. ENVIRONMENTAL IMPLICATIONS

14.1. There are no Environmental implications.

15. HUMAN RESOURCE IMPLICATIONS

15.1 The activities details of the Community & Partnership team are covered by existing budgets.

16. BACKGROUND PAPERS

16.1 Terms of Reference for Area Forums, see Constitution page <https://www.north-herts.gov.uk/council-constitution>

16.2 [Community Grants Policy, 9th May 2023](#)

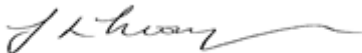
17. APPENDICES

17.1 See website links above.

NOTIFICATION DATE

29.1.24

Signature of Service Director Consulted



Date 29.1.24

Signature of Executive Member for Community and Partnerships



Decision Taker

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

Call-in does not apply to NON-EXECUTIVE DECISIONS

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

*PART 1 – PUBLIC DOCUMENT

SERVICE DIRECTORATE: *Place*

1. DECISION TAKEN

- 1.1 To appoint Kompan to undertake the contract to install additional new outdoor gym equipment at Baldock Road Recreation Ground Letchworth and King George 5th Recreation Ground, Hitchin.

2. DECISION TAKER

Sarah Kingsley – Service Director, Place

3. DATE DECISION TAKEN:

25th January 2024

4. REASON FOR DECISION

- 4.1 The above contractor was the only contractor that submitted a tender, however they still achieved an acceptable score in the tender evaluation process based on price, quality and social value criteria and are therefore considered best value.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 No alternative options have been considered as this is a works only contract to deliver a specific project, as part of the delivery of the council's approved programme funded by the UK Shared Prosperity Fund.

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

- 6.1 Consultation has been undertaken with Stevenage Leisure Ltd (SLL) and colleagues with regards the most appropriate equipment required to enhance the existing provision at both locations.

7. FORWARD PLAN

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

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 As part of the council's approved programme for its allocation of UK Shared Prosperity Funding, it was agreed to install outdoor gym equipment at a number of locations, in tandem with an active communities programme, to support residents into physical activity. The first provision has already been installed at Royston Leisure Centre and the new equipment is the second element of a 3-year investment program. The new facilities will allow our Leisure Service providers to promote health and wellbeing to a new audience who may not wish to participate in formal exercise in our leisure centres,

while being in an outside environment. Also, when not being used for formal classes, the equipment will be available to all park users.

9. LEGAL IMPLICATIONS

- 9.1. Under paragraph 14.6.4 (a) (ii) of the Council's Constitution, Service Directors have general authority to enter contracts to carry out works and/or for the supply of goods and services within approved budgets.
- 9.2. Paragraph 14.6.9 (b) (ii), (iii) and (viii) further gives the Service Director - Place the authority to manage, direct and control resources relating to, amongst others, environmental services, grounds maintenance and parks and open spaces. The Executive Member for Environment and Leisure is also responsible for leadership, strategic planning and development, partnership working and decision making within these stated service areas under this paragraph.
- 9.3. Under Health and Safety Legislation, North Herts Council has a legal duty to maintain all trees on land it owns, or has a responsibility to maintain, in a safe condition in public open spaces, or adjacent the highway.

10. FINANCIAL IMPLICATIONS

- 10.1. There are no specific revenue implications associated with this contract award as the costs will be met from within existing budgets.
- 10.2. The contract value is £168,826.81 to deliver the specified design, including an element for contingencies.

11. RISK IMPLICATIONS

- 11.1 This contract award to a single provider has been procured via InTend and will be managed via Groundwork with regular weekly reporting during the construction phases. SLC have a proven track record of delivering projects of similar scale and value in public open spaces, which provides additional assurance for delivery of this project.

12. EQUALITIES IMPLICATIONS

- 12.1 The Equality Act 2010 came into force on the 1st October 2010, a major piece of legislation. The Act created a new Public Sector Equality Duty, which came into force on the 5th April 2011. There is a general duty, described in paragraph 12.2, that public bodies must meet, underpinned by more specific duties which are designed to help meet them.
- 12.2 In line with the Public Sector Equality Duty, public bodies must, in the exercise of its 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.
- 12.3 There are no additional equality implications associated with this proposal.

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 that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no known human resource implications as the works associated with delivering the contract are already contained within existing resources.

16. BACKGROUND PAPERS

16.1 None

17. APPENDICES

17.1 None

NOTIFICATION DATE **26th January 2024**

Date sent to all Members, put on website and appears in MIS – Committee, Member & Scrutiny Services can confirm this with you,

Signature of Executive Member Consulted



Date 26th January 2024

Signature of Decision Taker



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

Call-in does not apply to NON-EXECUTIVE DECISIONS

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Council Tax Setting Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth Garden City on Monday, 29th January, 2024 at 5.00 pm

1 APOLOGIES FOR ABSENCE

No apologies for absence were received from Councillors.

2 MINUTES - 28 FEBRUARY 2023

RESOLVED: That the Minutes of the Meeting of the Committee held on 28 February 2023 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 2024/25

RESOLVED: That the Committee:

- (1) Set a non-collection rate of 1% for 2024/2025.
- (2) Set the Council Tax Base for 2024/2025 at 50,562.6 and that the individual sums shown in Appendix A for each Parish was 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 2024/2025.

7 NATIONAL NON-DOMESTIC RATE RETURN 1 (NNDR1) 2024/25

RESOLVED:

- (1) That the Draft NNDR 1 was approved.
- (2) That it was noted that a 2nd draft version of the NNDR was sent to Councils by the Department for Levelling Up Housing and Communities (DLUHC) on Monday 8th January 2024. The final version of the NNDR 1 would need to be returned to DLUHC by Wednesday 31st January 2024.
- (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 DECISIONS: To comply with statutory requirements.

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

*PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted [*if applicable*]

SERVICE DIRECTORATE: Customers

1. DECISION TAKEN

- 1.1 To amend the fees of Local Land Charges to reflect the current cost of providing the service, as detailed in section 9.

2. DECISION TAKER

- 2.1 Jo Dufficy, Service Director - Customers

3. DATE DECISION TAKEN:

- 3.1 29 January 2024

4. REASON FOR DECISION

- 4.1 The Local Authorities (England) (Charges for Property Searches) Regulations 2008 make provision for authorising local authorities in England and Wales to set their Local Land Charges fees based on full cost recovery. The principles of the regulations require authorities to ensure the price charged is an accurate reflection of the costs of carrying out the Local Land Charge function and not for creating surplus. The 'Cost of the Service' should be the total cost of providing the service which will include the direct costs of the Land Charges function and will also include indirect costs such as contributions to central and overhead costs.
- 4.2 The Regulations state that the cost of the local authority of granting access to records must be calculated by dividing a reasonable estimate of the total costs by a reasonable estimate of the number of requests for access likely to be received. A local authority must take all reasonable steps to ensure that over a period of any three consecutive years the total income does not exceed the total costs for granting access to property records. Where a local authority makes an overestimate or underestimate of the unit charge for the financial year, it must take this into account in determining the unit charge for the following financial year.
- 4.3 Every local authority in England and Wales, with the exception of county councils, is required to hold a local land charge register that records obligations affecting properties within their administrative area. Under the Infrastructure Act 2015 responsibility for the 331 registers was transferred to HM Land Registry in a phased approach.
- 4.4 In December 2021 HMLR wrote to all local authorities to confirm which migration year they had been allocated to, based on a regional/cluster approach. Our migration year was confirmed for 23/24. Following a lengthy migration project, the Local Land Charges Register (LLC1) transfer to HMLR completed on 22nd Jan 24.

4.5 Although the LLC1 register has transferred to HMLR, NHDC will continue to carry out Con 29 searches.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 The alternative option considered was to increase the fees from the go-live date of Jan 2024. It was decided however to use some of the transition payment from HMLR to offset the estimated £8.5k reduction in income and delay the increase of fees until April 24.

5.2 The new fee structure from April 24 reflects the increase in fees charged by outsourcing of the Building Control Con 29 questions to Hertfordshire Building Control, as well as fee increases from Hertfordshire County Council and the revisions following the transfer of the register to HMLR.

6. CONSULTATION

6.1 The Executive Member with responsibility for Local Land Charges, Cllr Elizabeth Dennis has been consulted and supports the changes.

7. FORWARD PLAN

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

8. BACKGROUND/ RELEVANT CONSIDERATIONS

8.1 The Local Land Charges register transferred to HMLR on the 22nd of Jan 24 as part of a planned phased migration of all 331 registers.

8.2 The LLC1 provides information in relation to restrictions that might affect what can be done with the property. It provides information about Financial Charges registered against the property as well as things such as planning agreements, tree preservation orders.

The LLC1 search provides applicants with details of entries on the register. In the majority of cases the customer is the solicitor providing information to the house buyer as part of the conveying process. It will still be the responsibility of the local authority to maintain the register, however from Jan 24 any requests to search the register will be made directly to HMLR.

8.2 The Local Land Charges Service will continue to offer the Con 29 which provides valuable information to both the solicitor carrying out the conveyancing and to the house buyer. Local land and other related searches are an essential part of the property conveyancing process. Searches reveal information about a property or piece of land including planning permissions or restrictions, road adoptions, building control approvals and environmental issues. The purchasers' solicitor/conveyancer uses the information provided to ensure that the purchaser has the right to live or use the property (or land) as intended and is aware of any restrictions that would affect their enjoyment of the same. There is a standard list of questions relating to searches which are listed on the Con 29 forms. Whilst the Council will no longer be entitled to charge for LLC1 searches of the register, the Con 29 will continue to be offered and charged for.

8.3 The fees for Local Land Charges searches were last reviewed in April 2023. The transfer of the LLC1 to HMLR means a reduction in income and therefore the cost of the Con 29 will need to increase to enable the council to recover the costs of the service.

- 8.4 Although the register has migrated to HMLR it is the statutory function of NHC to maintain and update the register. Maintaining the Local Land Charges register will involve the staff continuing to register the various charges and agreements, for example the planning agreements and disability grants. HMLR will refer any queries back to the Local Land Charges team who will be required to investigate and deal with any queries raised.
- 8.5 Resources within the team remain unchanged because we will continue to compile the Con 29. Currently personal searches are automated, and therefore not time consuming, because of the existing automation in this process there will not be any capacity released within the team. However, we will continue to monitor this.
- 8.6 The LLC1 searches account for 25.2% (£27k) of the cost of the service. We currently do not charge for Personal Searches which account for 13.6% (£15k) of the cost of the service. As there is no change to the cost of providing the Residential and Commercial searches after ceasing the LLC1 and Personal Searches, then the current cost of providing these searches will need to be absorbed by the Con 29 and Optional searches.
- 8.7 The revised scale of fees is detailed in Table 1 which compares these against the current fee scale.

Table 1 – Scale of Fees

	Current Fee (exc VAT)	Revised Fee (exc VAT)	Increase (exc VAT)	Percentage increase
CON29 Residential	£90	£118	£28	31.1%
CON29 Commercial	£101	£133	£32	31.7%
Optional Enquiries	£9.50	£13.00	£3.50	36.84%
Question 22	£29.70	£39.00	£9.30	31.3%

- 8.8 These fees have been based on the estimated 2024/25 budget figures, so reflects pay inflation, and HCC and HBC Inflationary increases. Costs have been reviewed and some amendments have been made to the Idox Support and Maintenance costs and the overhead rate previously used.
- 8.9 Although the percentage increase fees appear high, it needs to be noted that the increase when expressed in £'s the increase is not as significant. The Con 29 provides valuable information to the solicitor and homebuyer and when compared to the cost of purchasing a property, stamp duty, conveyancing fees etc.
- 8.10 Search numbers are based on an average of the previous two years. Search numbers in 2023/24 so far have been lower than normal due to interest rate increases and the overall uncertainty in the market, in 2024/25 we expect the search numbers to increase. Therefore, when calculating estimated 2024/25 search numbers 2021/22 search numbers were used as they are reflective of a stronger market situation, and it is expected that search numbers will increase during 24/25 as mortgage rates reduce. The average search numbers for 24/5 are residential 1197, Commercial 191, Optional Enquiries 77 and Question 22 241.

Table 2 – Number of Searches

	2020/21	2021/22	2022/23	Estimated 2023/24
LLC1 (Local Land Charges Register) only	7	1	2	0
Residential Properties (LLC1 & CON 29)	1413	1392	994	1002
Commercial (Land or Property) (LLC1 & CON29)	157	184	188	157
CON29 Optional Questions including question 22	294	358	324	282
Total number of searches including optional questions	1871	1933	1508	1441
Personal Search (enhanced detailed copy of the Local Land Charges Register)	1830	1793	1664	1541

*Personal Search – no charge

8.11 Following discussions with the group accountant and MSU manager it is proposed that the transition payment is used to offset the shortfall income from the go-live date to 31st March 2024. From April 2024 the fees will be increased to reflect the additional costs in supplying the Con 29

8.12 It is proposed that an additional fees review is undertaken in September 2024. We can then monitor the impact on the new service, and should it result in less staff time the fees can be amended to reflect the actual cost.

9. LEGAL IMPLICATIONS

9.1. The setting of Land Charges Fees is delegated to the Service Director – Customers in accordance with Section 14.6.6 (b) (vi) (b) of the Councils Constitution.

9.2. There is a statutory requirement for the Local Authority to maintain the Local Land Charges Register under the Local Land Charges Act 1975.

9.3. There is a statutory requirement for the Local Authority to maintain other public registers and allow access to members of the public. The rules for access vary depending on the nature of the information and the format in which it is held.

10. FINANCIAL IMPLICATIONS

10.1. The calculation of the charges should ensure that the full cost of providing the service is covered. There is an element of uncertainty when calculating these costs as the volume of predicted searches is an estimate based on previous years data and demand may fluctuate. If search numbers are higher than assumed, then a surplus will be generated and if lower then there will be an impact on the Councils General Fund. There will not be a loss to our income from April 24 as a result of HMLR undertaking the LLC1 searches from January 24 due to the Con 29 price increasing. There will be a further review of fees in September 2024.

10.2. The Local Land Charges team has worked with the Finance Team to agree the revised fees.

10.3. HMLR has allocated funding totalling £77k to the Council to support the migration project which has spanned two years, some of this has been used on staffing and consultancy support. £8.5k will be used to offset the loss of income until the new financial year.

11. RISK IMPLICATIONS

11.1 The risk to the Land Charges service and fee income is monitored and reported through Ideagen.

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 This universal service is used by those who have a specific need to access property related information when undergoing a property transaction and residents viewing planning/highways information. The Local Land Charges procedure is a single, consistently applied statutory process and it is applicable to all groups equally.

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 report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no human resource implications arising from this report.

16. BACKGROUND PAPERS

16.1 None.

17. APPENDICES

17.1 None

NOTIFICATION DATE 02 February 2024



Signature of Executive Member Consulted

Date 30/01/2024

Signature of Decision Taker



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

Call-in does not apply to NON-EXECUTIVE DECISIONS

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

*PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted [*if applicable*]

SERVICE DIRECTORATE: PLACE

1. DECISION TAKEN

To join in a consortium contract with Welwyn Hatfield as lead authority for the sale of recovered paper.

2. DECISION TAKER

Sarah Kingsley – Director of Place

3. DATE DECISION TAKEN:

30 January 2024

4. REASON FOR DECISION

NHC has been in partnership with East Herts Council, Broxbourne Borough Council, Stevenage Borough Council and Welwyn Hatfield Borough Council since 2012 for the procurement of a consortium contract. This is an extension of the partnership arrangement for the purpose of a new contract award.

5. ALTERNATIVE OPTIONS CONSIDERED

Separate procurement on our own was considered however the market has been receptive to this joint procurement previously and it has demonstrated value for money by achieving higher than the market midpoint values. This option was therefore discounted.

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

The Executive Member for Waste and Recycling was informed and consequently consulted prior to the procurement beginning at meetings of the Hertfordshire Waste Partnership Members Group.

How the council undertakes this procurement has no impact on the residents of North Hertfordshire.

7. FORWARD PLAN

Use one of the following paragraphs

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

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 This partnership has existed since 2012 and have successfully procured a number of contracts for the sale of recovered paper since then. This procurement therefore represents the next iteration of this partnership.
- 8.2 A tendering exercise has been completed by Welwyn Hatfield's procurement team on behalf of those councils who wish to participate in this consortium contract.
- 8.3 The evaluation of the quality and price of this tender is complete and the impact of the tendered price does not in itself have an impact on the budget of the council.
- 8.4 As has been the case previously, a service level agreement (SLA) will be signed between NHC and Welwyn Hatfield Borough Council to outline the responsibilities of each party in relation to the contract, specifically contract management.

9. LEGAL IMPLICATIONS

- 9.1. Under 14.6.4 the General Authorisations for officers under the Scheme of Delegation in the Councils Constitution, Service Directors have the following function, power and duty:- Entering into contracts to carry out works and/or for the supply of goods and services within approved budgets.

10. FINANCIAL IMPLICATIONS

- 10.1. The contract price offered by the preferred bidder does not in itself impact on the Councils budget.
- 10.2. The actual price received through this contract will vary based on tonnages delivered by the council and market indices which are impacted by global markets. This is the same basis that the current contract operates under.
- 10.3. This is an income generating contract with no costs attached, save where the council is at fault. The income generated by the contract can be less than budgets due to changes in paper volumes collected and market indices.

11. RISK IMPLICATIONS

- 11.1 This contract is subject to global markets and therefore income is variable. It is therefore necessary to monitor any impacts on budgets as a part of the day to day management of the service.

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 There are no equalities implications.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The subject matter of the contract confers Social Value as it confers wider societal and environmental benefits through the principles of circular economy. The raw material of newspapers, wood fibre, is a renewable, natural and sustainable resource. Paper packaging will be collected and recycled, ensuring these valuable fibres are reprocessed.

13.2 Social value was not evaluated by Welwyn Hatfield as part of the tender who will be seeking a waiver under their contract procedure rules for this.

14. ENVIRONMENTAL IMPLICATIONS

14.1. *An Environmental Impact Assessment has been undertaken and is provided in Appendix 1. The impacts of this contract have been considered and there are no relevant adaptations or mitigation measure that could be applied.*

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no impacts on staff resources.

16. BACKGROUND PAPERS

16.1 None

17. APPENDICES

17.1 Appendix 1 – Environmental Impact Assessment

NOTIFICATION DATE 02nd February 2024

Date sent to all Members, put on website and appears in MIS – Committee, Member & Scrutiny Services can confirm this with you,

Signature of Executive Member Consulted.....

Cllr Amy Allen 

Date 31/01/24

Signature of Decision Taker

... 

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

Call-in does not apply to NON-EXECUTIVE DECISIONS

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted for the Officer or Executive Member
[NO]

Any conflict with any Member of the Panel and the bodies concerned **[YES – Cllr Matt Barnes.
However, he declared his interest in relation to grant 1.1.1 and left the meeting]**

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

1.1 The approval of the allocation **Royston Community Grant** funding of:

1.1.1 **£1,485** to HOME START ROYSTON, BUNTINGFORD AND SOUTH CAMBRIDGESHIRE towards the Royston Family Support Group spring term.

1.1.2 **£915** to RESOLVE towards core costs.

2. DECISION TAKER

2.1 Cllr Alistair Willoughby, Executive Member for Community and Partnerships, in consultation with the Service Director – Legal and Community.

3. DATE DECISION TAKEN:

30 January 2024

4. REASON FOR DECISION

4.1 The **Royston Area Forum** held on 10 January 2024 considered funding applications from Home Start Royston, Buntingford & South Cambridgeshire, Reed Cricket Club and Resolve, and recorded their recommendation to the Executive Member for Community and Partnerships for the formal commitment of Community Grant funds via the delegated authority process.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 There are no other reasonable alternative options.

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

6.1 Consultation has taken place with the Royston Forum Members in a public meeting on 10 January 2024. Members are in favour and recommend that the Royston Area Community Grant budget should be used for this purpose.

7. FORWARD PLAN

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

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 The grant applications were considered by the Royston Area Forum on 10 January 2024. The report with the application details is set out under item 4, available on the Council's website [[CLICK HERE](#)].
- 8.2 This delegated decision confirms that the recommendation made by the Area Forum members was accepted by the Executive Member for Community & Partnerships, and Service Director on applications 1.1.1 and 1.1.2.

9. LEGAL IMPLICATIONS

- 9.1 Following the decision of Full Council on 18 April 2023, an Area Forum shall consider applications for community grants in its area and make recommendations to the Executive Member for Community & Partnerships on them. The Executive Member has delegated authority to make these Executive decisions under section 14.6.9(b)((ii)A of the constitution, in consultation with the Service Director: Legal & Community. That decision will be subject to a five clear working day call-in period, following publication in the Members Information Service (MIS) and on the Council's website.

10. FINANCIAL IMPLICATIONS

- 10.1. There is £4,316 remaining in the community grant base budget for Royston Area Forum 2023/24.
- 10.2. The two grant applications total **£2,400**. If the grants are awarded as outlined in 1.1.1 and 1.1.2, the remaining balance will be **£1,916**.

11. RISK IMPLICATIONS

- 11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.
- 11.2 There are no relevant risk entries that have been recorded on Ideagen Risk, the Council's performance and risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. Whenever a request for grant funding for equipment is received, the recipient of the funding will be advised to obtain insurance for the item to avoid a repeat request for funding in the event of the equipment being stolen or damaged. There are no pertinent risk implications for the Authority associated with any items within this report.

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 Community Grant funds are awarded to community groups that clearly demonstrate positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The Social Value Act and "go local" policy do not apply to the matters contained within this report, as there are no recommendations on procurement.

14. ENVIRONMENTAL IMPLICATIONS

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

15. HUMAN RESOURCE IMPLICATIONS

15.1 The activities of the Community & Partnership team are covered by existing budgets.

16. BACKGROUND PAPERS

16.1 Terms of Reference for Area Forums, see section 9 Constitution page: <https://www.north-herts.gov.uk/council-constitution>.

16.2 [Community Grants Policy, 9th May 2023](#)

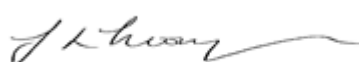
17. APPENDICES

17.1 See website links above.

NOTIFICATION DATE

2.2.24

Signature of Service Director Consulted



Date: 25.1.24

Signature of Executive Member for Community and Partnerships



Decision Taker

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

Call-in does not apply to NON-EXECUTIVE DECISIONS

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Council held in the Council Chamber, District Council Offices, Gernon Road,
Letchworth
on Thursday, 25th January, 2024 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Raj Bhakar, Adam Compton, Faye Frost, Ian Moody, Michael Muir, Lisa Nash and Michael Weeks.

2 MINUTES - 23 NOVEMBER 2023

RESOLVED: That the Minutes of the Meeting of the Committee held on 23 November 2023 as amended 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 advised that the normal procedure rules in respect of debate and times to speak will apply.
- (5) The Chair advised that 4.8.23(a) of the Constitution did not apply to this meeting. A comfort break would be held at an appropriate time, should proceedings continue at length.
- (6) The Chair reminded the Committee about the upcoming Chair's Civic Event and Awards, being held on Friday 1 March 2024.
- (7) The Chair held a minute's silence to mark Holocaust Memorial Day.

5 PUBLIC PARTICIPATION

There were no public participants.

6 QUESTIONS FROM MEMBERS

There were two questions submitted in accordance with Standing Order 4.8.11.

(A) Home Internet for Officers

Councillor Ralph Muncer to Councillor Ian Albert (Executive Member for Finance and IT).

(B) Impact of Waste Service Design on Rural Communities

Councillor Ralph Muncer to Councillor Amy Allen (Executive Member for Recycling and Waste Management).

7 NOTICE OF MOTIONS

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

A) Anti Luton-Airport Expansion

RESOLVED: The Council resolved that the Leader and the Deputy Leader write jointly to the Leader, Deputy Leader, Luton Borough Council's Chief Executive, the Managing Director of Luton Rising (the trading name of LLAOL), the Leaders/Deputy Leaders of all surrounding local government authorities, all relevant (local) members of parliament, the Secretary of State and the Shadow Secretary of State for Transport clearly stating that we as a Council are opposed to any further expansion of Luton Airport.

B) White Ribbon

RESOLVED: The Council resolved to:

- (1) Encourage all male councillors to take the White Ribbon pledge to never to take part in, condone or stay silent about violence against women.
- (2) Work towards White Ribbon accreditation, joining the large number of public sector bodies that have already done so.
- (3) Mark White Ribbon Day on 25 November each year (aim for 2024, if not 2025) and encourage participation among councillors, council staff and local organisations.
- (4) Continue to work with organisations and support campaigns for the end of violence against women and the promotion of healthy relationships.
- (5) Ask the Leader and Deputy Leader of the Council to write to the Secretary of State for Education to request further work be done in support of all elements of this motion.
- (6) Call out all forms of sexual objectification and all its negative outcomes and encourage others to do the same. Championing the wellbeing of everyone, particularly of women and girls, and encouraging the education of everyone, particularly of men and boys.

C) Health Intervention

RESOLVED: The Council would incorporate the following into service planning and funding streams and:

- (1) Look to include the consideration of health and well-being implications in the decision-making process across all portfolios and service directorates, with increased support resources for officers (such as toolkits, assessment logic flows etc.);

- (2) Ask Officers to ensure that, as the Council's policies are routinely reviewed, specific consideration is given to how policies and our related decisions and actions, affect our contribution to health interventions and outcomes, and where necessary, update these policies to have better impacts wherever possible. As part of this, Overview & Scrutiny should be given the opportunity to review policy changes and regularly review progress on health interventions;
- (3) Ask Officers to continue to liaise with Hertfordshire County Council colleagues and continue to work with the Herts and West Essex and Cambridge and Peterborough Integrated Care Boards in their work on this, to take account of the findings in the Joint Strategic Needs Assessment, and to encourage the Chair of Overview & Scrutiny and each Area Forum Chair to invite presentation of information on population health, health initiatives, and service provision for consideration by their respective committees and the wider public, at least once annually.
- (4) Ask officers to investigate the most appropriate training for Members and officers about how to promote health interventions, outcomes, and policies for consideration by Council;
- (5) Request that the Leader and Deputy Leader write to the Secretary of State for Health requesting that they provide the necessary powers and resources to make local action on health interventions and outcomes easier and to support the implementation of the recommendations of the joint LGA and NHS Confederation report on Integrated Care Partnerships (Integrated Care Partnerships: Driving the future vision for health and care | Local Government Association).
- (6) Request that the Leader and Deputy Leader write to the Chief Executive of the Cambridgeshire and Peterborough ICB requesting that they initiate a process of constitutional variation (as provided for under section 1.6 of the ICB constitution), with a view to inviting a third Local Authority partner member to join the ICB, and to consider allowing for that member to be drawn from either Hertfordshire County Council or North Hertfordshire District Council.
- (7) Continue to work with partners across the District, County and wider region to deliver widespread positive health interventions and outcomes.

8 ITEMS REFERRED FROM OTHER COMMITTEES

The Chair advised that the items referred from Cabinet would be taken with the respective items on the agenda.

9 REVIEW OF MEMBERS ALLOWANCES SCHEME 2024/25

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 2024/2025 as set out in Appendix B of the submitted report.
- (3) Expressed appreciation to the IRP for their work over the last year on this report.

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

10 **COUNCIL TAX REDUCTION SCHEME 2024/2025**

RESOLVED That Council:

- (1) Approved the new banded scheme for working age applicants which remained unchanged for 2024/2025.
- (2) Noted that the new scheme has had a greater financial impact than expected, and any resultant Collection Fund shortfall would be split between the Council and its Major Precepting Authorities. The Councils share would be around 12%.
- (3) Noted that the Discretionary Exceptional Hardship Scheme, previously agreed to provide additional transitional support, had been underspent, largely due to the positive impacts of the main scheme. (The surplus of this would be used to off-set the impact on the District Council in relation to the main scheme).
- (4) Noted a further review was being undertaken during 2024/2025, to ascertain any further changes to be considered for the scheme in 2025/2026.

REASONS FOR DECISIONS:

To ensure that the Council had a Council Tax Reduction Scheme that continued to:

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

11 **Q2 INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY) MONITORING**

RESOLVED:

- (1) That Council noted the position of Treasury Management activity as at the end of September 2023 including the new Capital items.
- (2) That Council confirmed the addition of the Local Authority Housing Fund Phase 2 to the capital programme for 2023/24 and approved the reprofiling of Bancroft & Priory Splash Pads from 2024/25 into 2023/24. Both as detailed in table 3.

REASONS FOR DECISIONS:

- (1) Cabinet is required to approve adjustments to the capital programme and ensure the capital programme is fully funded.
- (2) 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.

12 CONSTITUTIONAL AMENDMENT REPORT - deferred from 23 November 2023

RESOLVED: That Full Council

- (1) Approved the proposed amendments to the Planning Control Committee's Terms of Reference as per 8.1 of this report, with the deletion of the word "Ward", in lines 2 and 11 of the proposed changes to section 8.4.5(c)(iii) of the Planning Control Committee's Terms of Reference.
- (2) Approved the removal of Appendices 1-2 to Section 8 of the Constitution.
- (3) Agreed the proposed Procedure for Speaking at the Planning Control Committee (Appendix A), with the replacement of the words "Ward Member with Member" in paragraphs 1.5, and with the deletion of paragraph 1.9.
- (4) Agreed to the principle, that if the Procedure at 2.2 required further amendment, that the Monitoring Officer may do so in consultation with the Chair and Vice Chair of Planning Control Committee, and the Group Leaders, including changes to 6.1 and 6.2 to make them conform with the procedure as amended in 8.4.5 (c)(iii).
- (4) A) Whilst this is not a formal resolution, the following should be taken into account by the Monitoring Officer, in finalising the Procedure, in respect of section 1.5 to 1.8 be amended as follows:

- (i) Section 1.5, bullet points 1 and 3:

"Objectors" Group – a maximum of 3 persons against approval of the application, the speaking time will be allocated on a first-come-first-served basis, and the right to address the Committee is confined to persons who have previously made written representations on the application (either as an individual or as part of a consulted group during the consultation).

"Supporters" Group – a maximum of 3 persons in favour of approval of the application and the right to address the Committee is confined to persons who have previously made written representations on the application (either as an individual or as part of a consulted groups during the consultation).

- (ii) Section 1.6

In the case of "Objectors" and "Supporters", no more than three people may speak on an application.

- (iii) Section 1.7

In the case of "Objectors" and "Supporters" the time allocated to each speaker is 3 minutes, however, should there be only one objector or support the time allocated to each speaker is 5 minutes. This time limit is strictly adhered to.

- (iv) Section 1.8

In the case of a Major application or being of significant public interest, the Chair may agree to extend the speaking time allocated to each "group". Any request to extend the speaking time should be made to the Chair in writing by 5pm, three clear working days prior to the meeting date. The Committee, Member & Scrutiny Team will be advised/ and then advise all registered speakers of the extension. Any agreed extension of time shall be offered to all registered speakers.

- (5) Approved the amendments detailed in 8.6 regarding delegations to attest the affixing of the Council's Common Seal.

REASON FOR DECISIONS: Recommendations 2.1-2.3 are to deal with a number of situations that have arisen over the last year (or so). Recommendation 2.3-2.4 allows for greater flexibility to update a Council Procedure, rather than making this a Constitutional matter, when amendments are required. Recommendation 2.5 is for practical resource reasons for attesting/ sealing documents.

EAST TEAM

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
Baldock		
24/00163/FPH	ELA Design Mr Chris Ellerbeck Beechcroft, Riverside Avenue, Broxbourne, EN10 6RA	75 Weston Way Baldock Hertfordshire SG7 6HB Mrs Lucy Sharman Retention of detached timber carport.
24/00164/FPH	Home Extension Team Miss Georgia Hayes 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	28 Brewery Lane Baldock Hertfordshire SG7 5AT Mr Ailey Single storey side extension to existing detached garage including solar panels to roof and alterations to fenestration to facilitate conversion into habitable accommodation.
24/00181/FP	Intouch Planning Ltd Mr James Gran 4 Ennismore Close, Letchworth Garden City, SG6 2SU, United Kingdom	The George At Baldock Hitchin Street Baldock Hertfordshire SG7 6AE Mr Sabahipour Part change of use and conversion of ground floor restaurant to four hotel rooms (C1 use) and one retail (E(a) use) and bar unit, to include insertion of two windows to rear elevation and internal alterations.
24/00182/LBC	Intouch Planning Ltd Mr James Gran 4 Ennismore Close, Letchworth Garden City, SG6 2SU, United Kingdom	The George At Baldock Hitchin Street Baldock Hertfordshire SG7 6AE Mr Sabahipour Part change of use and conversion of ground floor restaurant to four hotel rooms (C1 use) and one retail (E(a) use) and bar unit, to include insertion of two windows to rear elevation and internal alterations.
Barkway Parish Council		
24/00161/TCA	Ellie Bullard Stewart Bullard & Son Ltd Limlow, Royston Road, Litlington, SG8 0RS, United Kingdom	88 High Street Barkway Royston Hertfordshire SG8 8EF Ellie Bullard Lime - Crown reduce back to old pollard points (approx. 30%) Remove ivy.
Barley Parish Council		

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 02/02/2024
DEADLINE FOR COUNCILLORS' CALL IN: 29/02/2024**

23/02948/FP	BN Designs Mrs Bianca Wetzi North Grove, Long Lane, Fowlmere, Hertfordshire, SG8 7TG	Land North Of 2 Millers Close Picknaga Road Barley Hertfordshire The Trustees WT & RZ Doggett Terrace of three 3-bed dwellings including creation of vehicular access off Picknaga Road, parking and landscaping.
24/00180/TCA	Miss Emily Hill Jasmine Cottage Church End, Barley, Hertfordshire, SG8 8JW, United Kingdom	Jasmine Cottage Church End Barley Royston Hertfordshire SG8 8JW Miss Emily Hill Holly, Yew, Conifer - Remove
Letchworth Garden City		
24/00116/FP	Design Team Consultants LTD Mr Andrew Hayward Business And Technology Centre, Bessemer Drive, Stevenage, SG1 2DX, United Kingdom	48 - 52 Leys Avenue Letchworth Garden City Hertfordshire SG6 3EQ Mr Dipen Shah Conversion, extension and alterations to building involving three storey rear extension with basement parking for 11 cars and first floor glazed link between extension and existing building following demolition of two storey rear extension. Change of use of ground floor to include Use Classes A1, A3 (Restaurant) and D1 provision of 7 x 2 bedroom and 3 x 1 bedroom flats over. Insertion of 3 dormer windows and 3 roof lights in existing rear roof slope, raised ground floor terrace at rear and ancillary works.
24/00117/LBC	Design Team Consultants LTD Mr Andrew Hayward Business And Technology Centre, Bessemer Drive, Stevenage, SG1 2DX, United Kingdom	48 - 52 Leys Avenue Letchworth Garden City Hertfordshire SG6 3EQ Mr Dipen Shah Internal and external alterations to facilitate conversion, extension and alterations to building involving three storey rear extension and first floor glazed link between extension and existing building following demolition of two storey rear extension. Insertion of 3 dormer windows and 3 roof lights in existing rear roof slope.
24/00167/FPH	MSAD Architectural Design Ltd Mr Mark Scott Bancroft House, 34 Bancroft, Hitchin, SG5 1LA	35 Greenway Letchworth Garden City Hertfordshire SG6 3UG Ms Eve Mitchell Single storey front extension and enlarge first floor side window following removal of existing ground floor front bay window (as revision of planning application 23/01507/FPH granted on 28.08.2023).

24/00179/TCA Mr Mark Gibson 4Seasons The Old Vicarage
Specialist Tree Surgeons Ltd 7 Church Lane
19 Tansy Avenue, Stotfold, Hitchin, Letchworth Garden City
SG5 4GJ Hertfordshire
SG6 1AJ

Mr Peter Walker

T1: Sycamore - Remove to ground level

Royston Town Council

24/00114/FPH CBArchitect Mr Christopher Bond 4 Kiln House Yard
Office 1, First Floor, 1 Market Hill, Baldock Street
Royston, SG89JL, United Kingdom Royston
Hertfordshire
SG8 5AY

Mr Colin Blundell

Retention of front porch, internal and external alterations to facilitate retention of conversion of office (use class E) into one 4-bed dwelling (use class C3).

24/00118/FPH John Guest Architectural Mr John 5 Fieldfare Way
Guest Royston
1 Water Lane, Melbourn, SG8 6AX Hertfordshire
SG8 7XR

Mr and Mrs. Fred Sica

Single storey rear extension and insertion of rooflights to existing front and box dormer to existing rear roofslope to facilitate conversion of loft into habitable accommodation.

24/00120/FPH Mr Michael Easton Mike Easton 28 Garden Close
21 Shrubbery Grove, Royston, SG8 Royston
9LJ, United Kingdom Hertfordshire
SG8 7HX

Mr Michael Jiggings

Single storey rear extension.

24/00143/FP Mr Michael Easton Mike Easton Former 40-42
21 Shrubbery Grove, Royston, SG8 High Street
9LJ, United Kingdom Royston
Hertfordshire
SG8 9AG

Mr Tom Hanson

Addition of 4th storey to existing building to provide two 2-bed and one 1-bed self-contained flats.

24/00149/FPH Lumitekton Ltd Mrs Lida Sklirou 3 Green Drift
85 The Granary, Ware, SG12 8XH, Royston
United Kingdom Hertfordshire
SG8 5DB

Mr Nikos Kapsalis

Single storey rear infill extension and alterations to front and side elevation fenestration.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 02/02/2024
DEADLINE FOR COUNCILLORS' CALL IN: 29/02/2024**

24/00155/FP TG Escapes Harry Wilkins Tannery Drift School
Unit A , Aldermans Green Industrial Tannery Drift
Estate, Dutton Road, Coventry , Royston
West Midlands, CV2 2LE Hertfordshire
SG8 5DE

Ms N Phillips

Retention of detached, timber framed building for educational use with
ramped access and pathway to be provided to existing pedestrian
access.

Sandon Parish Council

24/00082/OP Mrs V Butler- Henderson Beckfield Farm
Beckfield Farm, Beckfield Lane, Beckfield Lane
Green End, Sandon, Buntingford, Green End
Hertfordshire, SG9 0RL Sandon
Buntingford
Hertfordshire
SG9 0RL

Mrs V Butler- Henderson

Outline Planning Application for one 3-bed detached dwelling (all
matters reserved)

Therfield Parish Council

24/00192/TCA Allison Arborcare APA Contract The Rectory
Services Ltd t/a Arborcare Church Lane
Unit N, Shangri-la Farm , Todds Therfield
Green, SG1 2JE, United Kingdom Royston
Hertfordshire
SG8 9QD

Allison Sparrow

T1 Walnut - Reduce the crown by 3m. T4 Horse Chestnut - Reduce
back from phone lines by 0.5m

WEST TEAM

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

24/00152/LDCP	A.T. Design (Welwyn) Ltd Mr Adam Trigg 30C High Street, Welwyn, Hertfordshire, AL6 9EQ	5 Grange Rise Codicote Hitchin Hertfordshire SG4 8YR Mr Vincent Ronet Replace existing front elevation garage door with window to facilitate conversion of garage into habitable accommodation
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Hitchin

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 02/02/2024
DEADLINE FOR COUNCILLORS' CALL IN: 29/02/2024**

23/02877/FPH	ArchiTech Ltd. Mr Richard Chambers 72 Lytton Avenue, Letchworth, SG6 3HY, United Kingdom	27 Benslow Rise Hitchin Hertfordshire SG4 9QX Mr and Mrs Undrell Single storey side extension following partial demolition of existing garden wall.
24/00083/FPH	Mr Damien Poulter Damien Poulter 9 Bakers Grove, Welwyn Garden City, AL7 2DJ, United Kingdom	39 Stormont Road Hitchin Hertfordshire SG5 1SH Mr Darren Cope Single storey rear extension following demolition of existing detached garage. Insertion of rear box dormer window, two front rooflights and first floor side window to facilitate loft conversion into habitable accommodation. Alterations to fenestration.
24/00112/FPH	Extend Mr Dave Pucknell 68 Queen St, Hitchin, SG4 9TS, United Kingdom	23 Broadmead Hitchin Hertfordshire SG4 9LU Mrs Hana Hue M T Nguyen Part two storey and part single storey rear extension including juliet balcony. Rear roof extension. Alterations to existing garage roof and fenestration following removal of garage doors to facilitate garage conversion into habitable accommodation. Front canopy.
24/00159/NCS	Mr Baig Mr Baig 44 Shrewsbury Road, New Southgate, London, N11 2LH, United Kingdom	31 Thatchers End Hitchin Hertfordshire SG4 0PD Mr Martin Single storey rear extension with the following dimension: Length as measured from rear wall of original dwelling - 6 metres
24/00171/TCA	Mr Ben Waterman Waterman Tree Co. 26 Passingham Avenue, Hitchin, SG4 9LD, United Kingdom	4 Charlton Road Hitchin Hertfordshire SG5 2AE Derrick T1 Ash - Fell to ground level
24/00184/TCA	Mr Dominic Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN	77 Bedford Road Hitchin Hertfordshire SG5 2TU Ms Helen Kemp 3x Birches - Fell to ground level.

24/00123/ADJ	Luton Borough Council 2nd Floor, Town Hall, George Street, Luton, Beds, LU1 2BQ	Land North East Of Wandon End Hertfordshire
		Luton Borough Council
		Underground cables proposed under Eaton Green Road to connect to an existing sub-station (located in Luton Councils administrative area) and to a proposed solar farm within 106 hectares with associated access, landscaping, battery storage and ancillary infrastructure (located in North Hertfordshire District Councils administrative area) (Cross Boundary Application)(EIA development) NORTH HERTS DISTRICT COUNCIL: ADJACENT AUTHORITY : CONSULTEE ONLY
St Ippolytts Parish Council		
24/00001/FPH	Gordon Curtis Architects Gordon Curtis Moor Court, Glenmore Road, London, NW3 4DE, United Kingdom	High Meadows Preston Road Gosmore Hitchin Hertfordshire SG4 7QS
		Mr & Mrs Barnes
		Erection of detached garage following demolition of existing garage.
24/00023/LBC	Mrs Rebecca Robson-Elliott Rosedale, Maydencroft Lane, Gosmore, Hitchin, Hertfordshire, SG4 7QB	Rosedale Maydencroft Lane Gosmore Hitchin Hertfordshire SG4 7QB
		Mrs Rebecca Robson-Elliott
		Installation of white-painted, timber, flush-framed, double-glazed, bi-fold doors following the removal of existing French doors and adjoining windows
St Pauls Walden Parish Council		
24/00178/TCA	Mrs Kate Ryan Evoke Tree Services Ltd 15 Great Ganett, Welwyn Garden City, AL7 3DA	47 High Street Whitwell Hitchin Hertfordshire SG4 8AJ
		Mr Roger Trigell
		T1,T2, T3 Grey poplars - Reduce by approx 5m in height . T4,T5 Lombardy - Reduce back to previous pruning points approx 5-6m. T6 Hornbeam - Reduce approx 3.5m in height. T7 Austrian pine - Reduce by approx 3m in height and 1.5m in width. T8 Ash - Reduce to approx 1m below old pollard points.
24/00185/FPH	Mr Matthew Beckham 38 Horn Hill, Whitwell, SG4 8A, United Kingdom	38 Horn Hill Whitwell Hitchin Hertfordshire SG4 8AR
		Mr Matthew Beckham
		Installation of vehicular crossover and retention of existing driveway

(Including Withdrawn decisions)

EAST TEAM

Application No: 22/02348/FPH	Location: 149 Bedford Road Letchworth Garden City Hertfordshire SG6 4DY Applicant Name: Mr Hugh Kirby Description: Formation of front elevation driveway and provision of vehicular access to property via dropped kerb (amended plans received 05/12/2023).	Decision: Conditional Permission Decision Date: 30/01/2024
Application No: 22/03094/FP	Location: Land Between Huntsridge And Ashwell House 5 High Street Ashwell Hertfordshire Applicant Name: Mr Oscar Briggs Manor Oak Homes c/o Strutt & Parke Description: Erection of 14 dwellings including creation of access from Ashwell Street, footpath link to Lucas Lane, associated infrastructure, public open space and landscaping	Decision: Refused Decision Date: 30/01/2024
Application No: 23/02039/FPH	Location: The Nook North Road Baldock Hertfordshire SG7 5DW Applicant Name: Mr Ryan Long Description: Installation of 1.5 metre high fencing (as amended by plan received 22/01/2024)	Decision: Conditional Permission Decision Date: 31/01/2024
Application No: 23/02760/FP	Location: 29 High Street Ashwell Hertfordshire SG7 5NP Applicant Name: Mr Sam Frost Description: Demolition of gate.	Decision: Conditional Permission Decision Date: 25/01/2024
Application No: 23/02767/FPH	Location: Earls View Bell Lane Nuthampstead Royston Hertfordshire SG8 8ND Applicant Name: Mr I Welch Description: Single storey front, and single storey side/rear extension and alterations to existing single storey rear roof. Installation of solar panels to front roof slope.	Decision: Conditional Permission Decision Date: 25/01/2024
Application No: 23/02787/FPH	Location: 52 Larkins Close Baldock Hertfordshire SG7 5DG Applicant Name: Mr Reiss Marc Browning Description: Single storey rear extension following demolition of conservatory.	Decision: Conditional Permission Decision Date: 31/01/2024
Application No: 23/02788/FPH	Location: 59 Bowershott Letchworth Garden City Hertfordshire SG6 2EU Applicant Name: Mr & Mrs Michael & Madeline Epstein Description: Part two storey and part single storey side and rear extensions. Erection of a roof canopy on the front elevation.	Decision: Conditional Permission Decision Date: 25/01/2024
Application No: 23/02790/LDCP	Location: Redhill Cottage Redhill Rushden Buntingford Hertfordshire SG9 0TG Applicant Name: Mrs Carla Harmer Description: Permanent siting of caravan to provide ancillary domestic accommodation.	Decision: Granted Permission Decision Date: 25/01/2024

EAST TEAM

Application No: 23/02808/FPH	Location: 2 Ickniel Way Baldock Hertfordshire SG7 5AJ Applicant Name: Mr Aart Koning CHQ architects Description: Two storey east and west side extensions and insertion of rooflight to existing front and rear roof slopes following demolition of existing side conservatory and removal of an existing rear dormer. Associated landscaping, access and parking. (as a variation of planning permission 23/02277/FPH granted on 08.11.2023 as amended by plans received 15th January 2024).	Decision: Conditional Permission Decision Date: 29/01/2024
Application No: 23/02813/FPH	Location: 22 South Close Baldock Hertfordshire SG7 6DS Applicant Name: Mr Bawa Lalli Description: Addition of front pitched roof canopy following removal of existing flat garage roof.	Decision: Conditional Permission Decision Date: 31/01/2024
Application No: 23/02832/FPH	Location: 26 North Avenue Letchworth Garden City Hertfordshire SG6 1DJ Applicant Name: Mr R Stocker Description: Replace existing flat garage roof with a pitched roof to facilitate conversion into habitable accommodation following partial demolition of garage.	Decision: Conditional Permission Decision Date: 31/01/2024
Application No: 23/02842/TCA	Location: 17 Broadwater Avenue Letchworth Garden City Hertfordshire SG6 3HF Applicant Name: IG environmental services IG environmental services Description: T5 Hawthorn - Remove. T6 Oak - Remove	Decision: No Objection Decision Date: 31/01/2024
Application No: 23/02861/DOC	Location: Downs Barns Ashwell Road Bygrave Baldock Hertfordshire SG7 5EE Applicant Name: Mr J Northern Description: Details reserved by Condition 4 (Phase 1 Geo Study) of planning permission reference 22/01410/FP granted on 24.08.2022	Decision: Approval of Details Decision Date: 29/01/2024
Application No: 23/02862/DOC	Location: Downs Barns Ashwell Road Bygrave Baldock Hertfordshire SG7 5EE Applicant Name: Mr J Northern Description: Details reserved by Condition 7 (Environmental Statement) of planning permission reference 22/01410/FP granted on 24.08.2022	Decision: Approval of Details Decision Date: 29/01/2024
Application No: 23/02876/FPH	Location: 144 Redwing Rise Royston Hertfordshire SG8 7XE Applicant Name: Mrs Kim Flin Description: Single storey rear extension.	Decision: Conditional Permission Decision Date: 29/01/2024
Application No: 23/02922/DOC	Location: 2 Ickniel Way Baldock Hertfordshire SG7 5AJ Applicant Name: Mr B Harper-Smith Description: Details reserved by Condition 4 (Construction Management Plan) of planning permission reference 23/02277/FPH granted on 08.11.2023	Decision: Approval of Details Decision Date: 29/01/2024
Application No: 24/00016/TCA	Location: 66 Glebe Road Letchworth Garden City Hertfordshire SG6 1DR Applicant Name: Mr David Bonner FGCH Ltd Description: GB25 Eucalyptus - Crown reduce all round by 4-5m	Decision: No Objection Decision Date: 30/01/2024
Application No: 24/00051/TPO	Location: Dunedin House Briary Lane Royston Hertfordshire Applicant Name: Mr T. Bond Landbeach Estates Ltd Description: T1 Plane - Reduce by 30%	Decision: Conditional Consent Decision Date: 25/01/2024

EAST TEAM

Application No: 24/00074/TPO	Location: 78 Downlands Royston Hertfordshire SG8 5BY Applicant Name: Mr Alan Hootton Description: T1, T2 Lime - Reduce by 30%. T3 Silver Birch - Reduce by 30% (as amended by plans received on 26/01/2024).	Decision: Conditional Consent Decision Date: 30/01/2024
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WEST TEAM

Application No: 23/02385/FPH	Location: The White House Whitehouse Lane St Pauls Walden Hitchin Hertfordshire SG4 8DN Applicant Name: Mr & Mrs White Description: Reinstatement of first floor side window opening following removal of existing chimney.	Decision: Conditional Permission Decision Date: 25/01/2024
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Application No: 23/02386/LBC	Location: The White House Whitehouse Lane St Pauls Walden Hitchin Hertfordshire SG4 8DN Applicant Name: Mr & Mrs White Description: Reinstatement of first floor side window opening following removal of existing chimney.	Decision: Conditional Consent Decision Date: 25/01/2024
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Application No: 23/02604/FP	Location: The Ranch Graveley Lane Graveley Hertfordshire Applicant Name: Ms Debbie Wells Description: Erection of one detached 3-bed dwelling and detached single garage following demolition of existing derelict dwelling (renewal of previously approved planning permission 21/01106/FP granted 20.07.2021)	Decision: Conditional Permission Decision Date: 26/01/2024
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Application No: 23/02784/FPH	Location: Grassways Newlands Lane Hitchin Hertfordshire SG4 9BB Applicant Name: Clare Doyle Description: Installation of one air source heat pump	Decision: Conditional Permission Decision Date: 31/01/2024
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Application No: 23/02789/FPH	Location: 3 Roundwood Close Hitchin Hertfordshire SG4 0RD Applicant Name: Mrs Kate Swainston Description: Insertion of dormer windows and rooflights to existing front and rear roofslopes to create additional habitable space at first floor level	Decision: Conditional Permission Decision Date: 29/01/2024
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Application No: 23/02794/LDCP	Location: 3 St Marys Close Pirton Hitchin Hertfordshire SG5 3RG Applicant Name: Mr Robinson Description: Installation of solar panels to front elevation roof slope	Decision: Granted Permission Decision Date: 30/01/2024
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Application No: 23/02803/FPH	Location: 63 Pondcroft Road Knebworth Hertfordshire SG3 6DE Applicant Name: Mr Mark Redfern Description: Single storey rear and side extensions. Alterations to roof including hip to gable roof extensions and insertion of rear box dormer window, three front rooflights and second floor side window to facilitate conversion of loft into habitable accommodation. Alterations to fenestration.	Decision: Refused Decision Date: 29/01/2024
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Application No: 23/02806/FPH	Location: 39 Oakfields Avenue Knebworth Hertfordshire SG3 6NP Applicant Name: Mr John McNally Description: Raised replacement roof including rear and side solar panels, front first floor pitched roof. Two storey front extension, front canopy and single storey rear and side extensions following demolition of existing garage. Alterations to fenestration including Juliet balcony on first floor rear elevation and external rendering.	Decision: Refused Decision Date: 29/01/2024
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WEST TEAM

Application No: 23/02829/FPH	Location: Mangrove Corner 102 Mangrove Green Cockernhoe Luton Hertfordshire LU2 8QE Applicant Name: Mrs Verity Williams Description: Single storey rear and side extensions. Alterations to existing detached garage/workshop including raised roof height, insertion of side rooflights, single storey rear extension and alterations to fenestration to facilitate the conversion of garage to 1-bed annexe/home office and storage area at first floor level	Decision: Conditional Permission Decision Date: 31/01/2024
Application No: 23/02839/FPH	Location: 3 Highover Cottages Highover Way Hitchin Hertfordshire SG4 0RQ Applicant Name: Mr Vikram Singh Description: First floor and single storey rear extensions, single storey side extension following demolition of existing conservatory. Insertion of front and rear dormer windows to facilitate conversion of loft into habitable accommodation.	Decision: Refused Decision Date: 31/01/2024
Application No: 23/02852/FPH	Location: 130 Ninesprings Way Hitchin Hertfordshire SG4 9NZ Applicant Name: Mrs Mina Bhatt Description: Single storey rear extension	Decision: Conditional Permission Decision Date: 25/01/2024

PRESS RELEASE

PR 3828

30 January 2024

River rubbish is Hiz-tory in Hitchin

The annual cleaning of the River Hiz outside St Mary's Church and Peppermint Court in Whinbush Road, Hitchin, is scheduled to take place the week starting Monday 5 February.

These sections of the river operate via a 'balancing tank' system which, with the use of sluice gates which help retain river water in those sections, create a visually appealing, deeper river in the centre of town. The silt and sludge in the tanks, if not removed, can obstruct the flow in the tanks. General rubbish will also be removed from these sections of the river.

The water will be drained on Friday 2 February, and refilled from Friday 9 February, following completion of the works.

Cllr Steve Jarvis, Executive Member for Environment & Leisure, said: "This annual work is important in maintaining the river in the centre of Hitchin, helping it to flow freely, helping maintain it as a vital habitat for ducks and other birds and wildlife, and visually appealing."

Cllr Mick Debenham, deputy Executive Member for Environment & Leisure, added: "The work will take place during the day and will cause minimal disruption to the surrounding areas."

ENDS

For more information please contact Anna.Cotton@north-herts.gov.uk / 01462 474403.

PRESS RELEASE

PR 3829

2 February 2024

Have your say on community safety

We want to know how safe you feel in the district and what your priority concerns are regarding crime and disorder in our annual community safety survey, whether it's anti-social behaviour, vehicle crime or violent crime?

While North Herts is a relatively safe place to live and is one of the lowest crime areas in Hertfordshire, local organisations work hard to keep it that way. Please complete our short survey to let us know what you think about community safety in North Herts and what our priorities should be. Your feedback helps us address local issues and helps communities feel safer.

Each year the North Herts Community Safety Partnership (CSP) – which comprises North Herts Council, Herts Police, Hertfordshire County Council and Herts Fire and Rescue Service, housing associations and other bodies – produces an action plan detailing what it has done and what it plans to do to address crime and community safety in the district.

Questions in the survey include what your top three community safety concerns are, and whether you think the perception and/or fear of crime is disproportionate to actual crime levels.

Jeanette Thompson, Chair of the North Herts Community Safety Partnership, and North Herts Council's Service Director for Legal & Community, said: "Whether you live, work or visit North Herts, this is your opportunity to tell us your community safety priorities and any concerns you may have in our annual survey. The district remains one of the lowest crime areas in the county but we are not complacent. While we look at data and statistics, it's also important to hear direct from local people, so please tell us what you think so the partnership can allocate resources accordingly."

Neighbourhood Inspector for North Herts, James Lant, added: “By working together and using a multi-agency approach we hope to be able to tackle the concerns raised by our local communities. Your input is vital and the information from this survey will be used alongside other data we hold, to support our ongoing work, shape our policing strategy and make the changes necessary to make people feel safer in North Herts.”

Please complete the community safety survey by **29 February**.

More information: www.north-herts.gov.uk/community-safety

ENDS

For more information please contact Anna.Cotton@north-herts.gov.uk / 01462 474403.