

NORTH HERTS COUNCIL

WEEK ENDING FRIDAY 15 SEPTEMBER 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

NEWS AND INFORMATION

AGENDA & REPORTS

PUBLISHED WEEK COMMENCING 11 SEPTEMBER 2023

Cabinet Panel on the Environment – 27 September 2023
Full Council – 28 September 2023

FORTHCOMING MEETINGS WEEK COMMENCING 18 SEPTEMBER 2023

Cabinet – 19 September 2023

CHAIR'S ENGAGEMENTS WEEK COMMENCING 18 SEPTEMBER 2023

Date	Event	Location
	None	

VICE-CHAIR'S ENGAGEMENTS WEEK COMMENCING 18 SEPTEMBER 2023

Date	Event	Location
	None	

OTHER EVENTS WEEK COMMENCING 18 SEPTEMBER 2023

Date	Event	Location
Wednesday 20 September 2023	Letchworth Area Forum	Howard Garden Social Centre, Norton Way South, Letchworth Garden City, SG6 1SU
Thursday 21 September 2023	Southern Rural Area Forum	Breachwood Green Village Hall, 15 Chapel Rd, Breachwood Green, Hitchin SG4 8NX

Green Space Briefing Note No 216

September & October 2023

If you have any queries regarding the notes below or any other issues relating to Grounds Maintenance, please do not hesitate to contact Thomas Ayres, Greenspace Manager on 01462 474518 or email: thomas.ayres@north-herts.gov.uk

As we move into autumn and the schools return, we are currently preparing for the changing seasons.

The splashpads have once again proved to be very popular over the summer, even with the unfavourable weather. These facilities will be closed for the winter by mid-September. Over the closed season we will be undertaking works to the pump room at Avenue Park to replace the mains fed system with a recirculating system. This will save water and ensure appropriate water quality in the future more applicable to the use of the splash pad.

The filters will also be refurbished with new sand at Bancroft Recreation Ground and Priory Memorial Gardens splash pads over the winter period.

The seasonal bedding across the District will once again be removed and replaced during October and will provide the early spring flower displays in 2024.

Hedge cutting across the District will be completed towards the end of October with some locations receiving 3 or more visits this year due to the favourable growing conditions.

Grass cutting will continue while ground conditions allow and there are no frosts. This will include the cutting and collection of areas put to wilding over the summer months.

Sports such as cricket will be concluded with autumn renovations undertaken during September and October to the cricket square at Avenue Park. Football and rugby pitches will now be marked out weekly during the playing season.

We have seen significant increases in the volume of litter removed from the parks and open spaces over the summer holidays. The biggest concern is the amount of broken glass that is been found within the play areas across the District. While every effort is made to remove broken glass, it is virtually impossible to remove it all when it is on grass or spread around a wide area of a playground.

Baldock

The tyre swing at Bush Springs is broken due to a damaged bearing. This entails that the item of equipment has been taken out of use while replacement parts are supplied and installed.

Letchworth

With the help of the Friends of Norton Common we have installed a new bench in Pixbrook Meadows between Runnalow Allotments and Valley Road.

Ebenezer Howards memorial in Howard Gardens will be refurbished in October due to the existing stone eroding and the lettering has nearly disappeared. The current memorial will need to be removed from site to be refurbished.

Working with Property Services new roofing and replacement windows has been installed at the Chapel in Icknield Way Cemetery as part of an ongoing refurbishment program.

Hitchin

Smithson's Recreation Ground further works have been on going to manage the volume of the Sound Cushions that were installed as part of the recent playground refurbishment. The sound cushions have proved very popular with visitors but can be a disturbance to neighbours.

Butts Close has seen the occasional metal detectorist digging on the common. This is an illegal activity and if witnessed should be reported to the Police. We are placing signs around the site to inform visitors that this activity is not permitted.

The Friends of Group for St John's Cemetery continue to meet every Friday who are making a significant difference to the older part of the cemetery.

Royston

Unfortunately, the summer holidays have seen a spate of vandalism and anti-social behaviour at Priory Memorial Gardens which has required additional resources to repair. The Police have been made aware of these incidents.

Environmental Crime Executive Briefing – August 2023

1. Enviro-crime PI's¹ for the past 5 years

	2019/20	2020/21	2021/22	2022/23	2023/24 ² (³)
Abandoned Vehicles	280	143	135	142	63 (64, -1.5%)
Smoke related complaints	75	103	28	15	0 (12, -100%)
Dog fouling	100	85	91	79	24 (22, +9%)
Fly-tipping investigations	603	1048	874	839	312 (370, - 16%)
Total	1058	1379	1128	1075	399(468, -15%)

Table 1: Top 4 enviro-crime PI's

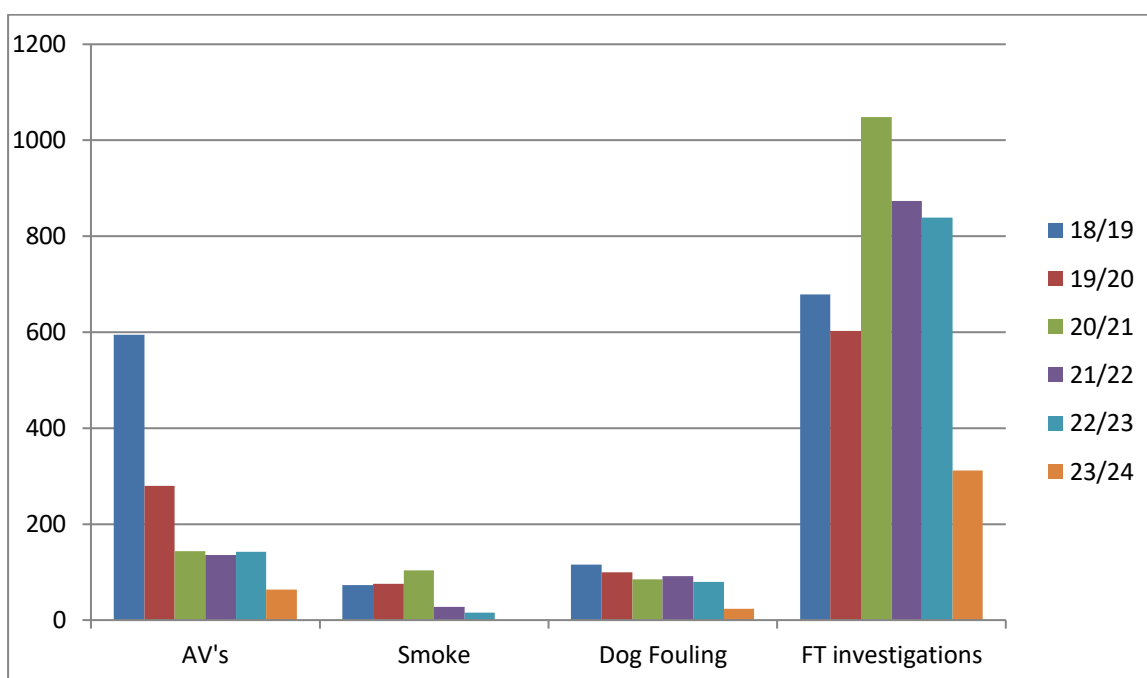


Figure 1: Enviro-crime reports between 2018/19 to 2023/24

The combined totals of the top four environmental ASB reports are down by 15% compared to the same period of the previous year. It should be noted that an increase can still be seen in dog fouling numbers. However, we can see that the abandoned vehicle data is lower for the first time this year compared to the same period of the previous year.

¹ These are the 'top 4' environmental ASB reports, however the team also deal with a range of other Environmental crime ASB including unauthorised distribution of leaflets, rough sleepers, and unauthorised encampments

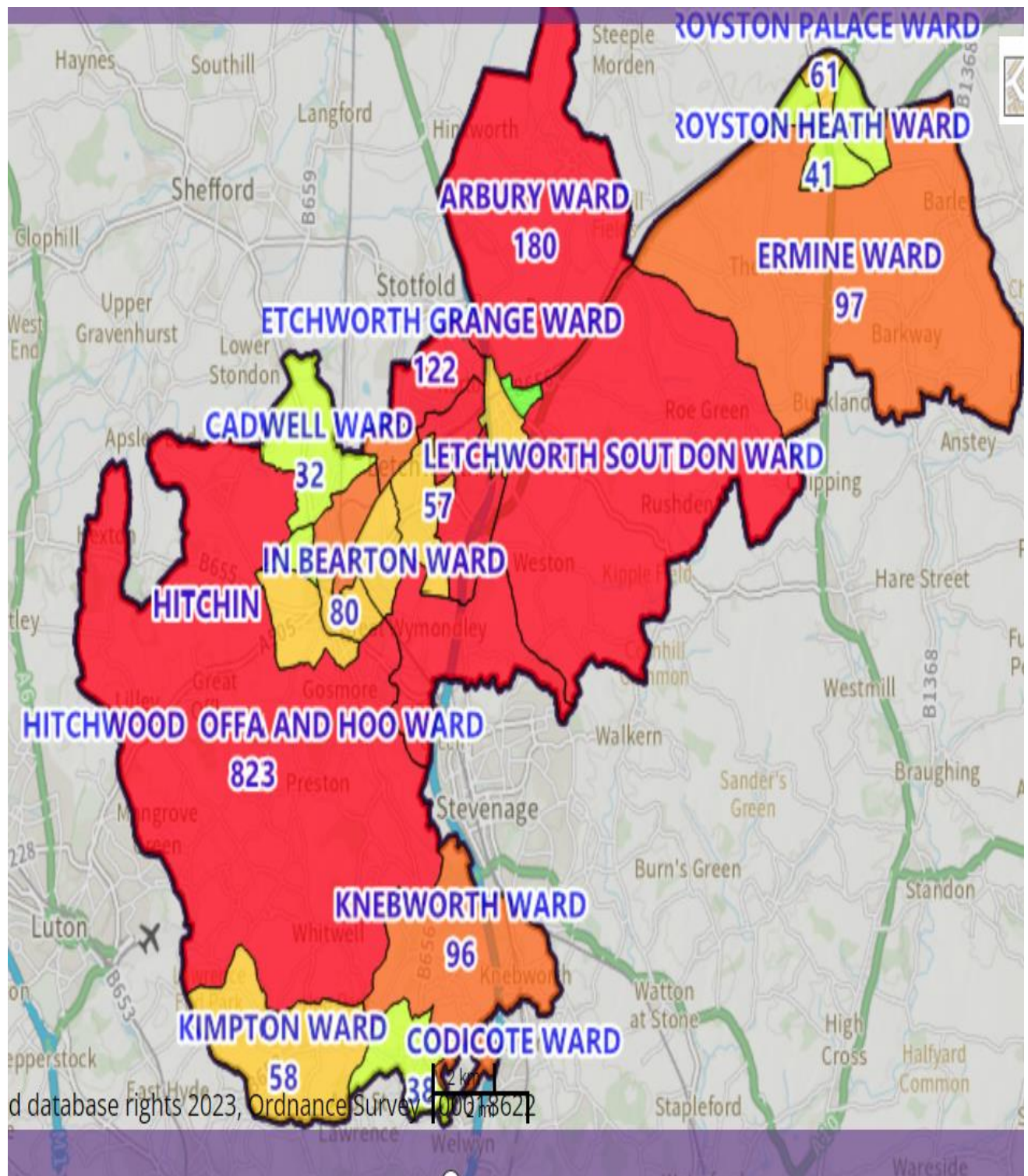
² Reports between 1st April – 31st August 2023

³ % increase/decrease based on the 2022/23 figures for the same period

Recorded fly-tipping incidents in July 2023 are 16% lower (-58 incidents) compared to the same period the previous year. However, fly-tipping incidents for the district remain high.

The GIS heat map can be accessed [here](#). The Hitchwood, Offa and Hoo ward is still contributing to the highest amount of fly-tipped waste in the district.

Fig 2: Fly-tipping map



© Ordnance Survey 2023, Ordnance Survey 100018622

2. Formal Enforcement Actions

Year	Simple Cautions	S33 Notices	S34 Notices	Littering FPNs	Successful Prosecutions	CPN	CPNW	Total Enforcement Activity
2012/13	1	0	0	0	1	0	0	2
2013/14	0	0	0	0	3	0	0	3
2014/15	0	0	0	0	2	0	0	2
2015/16	5	0	0	0	5	0	0	10
2016/17	0	3	0	0	12	0	0	15
2017/18	3	6	0	0	11	0	0	20
2018/19	2	7	0	0	7	0	0	16
2019/20	1	8	7	2	3	0	0	21
2020/21	2	9	18	0	6	1	9	45
2021/22	0	10	15	1	1	1	27	55
2022/23	2	6	5	0	2	0	20	35
2023/24	3	3	3	0	1	3	14	27
2024/25								0
Total	19	52	48	3	54	5	70	251

Table 2: Total enforcement action undertaken year on year.

3. Local Authority league table results for 2021/2022

The government has published the national data of how many cases of fly tipping each local authority dealt with and how many fixed penalties notices they gave in 2021/22. Please click on the following link [LA fly tipping league table data 2021-22](#) to view the full league table of all 308 local authorities included.

Below is a table showing North Hertfordshire's standing compared to those closest authorities that surround it in the east of the country.

Year	ONS Code	LA Name	Region	Total Incidents	Total Actions	Total Fixed Penalty Notice Actions	Rank of Fixed Penalty Notices	Fixed Penalty Notices per incident	Rank of Fixed Penalty Notices per incident
2021-22	E06000034	Thurrock	Eastern	1953	5340	4341	6	2.2227	1
2021-22	E07000066	Basildon	Eastern	3682	9427	6420	3	1.7436	2
2021-22	E07000068	Brentwood	Eastern	586	612	608	33	1.0375	4
2021-22	E07000073	Harlow	Eastern	2178	1060	318	46	0.1460	31
2021-22	E07000067	Braintree	Eastern	775	555	80	87	0.1032	39
2021-22	E07000008	Cambridge	Eastern	2283	2635	192	57	0.0841	44
2021-22	E07000242	East Hertfordshire	Eastern	845	224	68	94	0.0805	48
2021-22	E07000143	Breckland	Eastern	975	242	67	95	0.0687	57
2021-22	E06000032	Luton	Eastern	6256	2373	416	43	0.0665	58
2021-22	E06000055	Bedford	Eastern	2241	1404	97	80	0.0433	76
2021-22	E07000245	West Suffolk	Eastern	490	1400	19	151	0.0388	81
2021-22	E07000075	Rochford	Eastern	410	441	15	164	0.0366	83
2021-22	E07000147	North Norfolk	Eastern	397	1052	12	179	0.0302	98
2021-22	E07000096	Dacorum	Eastern	1587	2839	46	112	0.0290	100
2021-22	E07000202	Ipswich	Eastern	938	700	22	145	0.0235	113
2021-22	E07000009	East Cambridgeshire	Eastern	610	475	13	177	0.0213	121
2021-22	E07000200	Babergh	Eastern	335	157	7	200	0.0209	124
2021-22	E07000074	Maldon	Eastern	401	560	8	193	0.0200	125
2021-22	E07000099	North Hertfordshire	Eastern	1601	1619	28	136	0.0175	133
2021-22	E06000056	Central Bedfordshire	Eastern	2485	366	32	129	0.0129	155
2021-22	E07000011	Huntingdonshire	Eastern	1247	23	16	160	0.0128	156
2021-22	E07000102	Three Rivers	Eastern	414	278	5	214	0.0121	160
2021-22	E06000031	Peterborough	Eastern	8981	5779	103	78	0.0115	164
2021-22	E07000070	Chelmsford	Eastern	640	190	6	205	0.0094	172
2021-22	E07000010	Fenland	Eastern	1062	623	9	191	0.0085	177
2021-22	E07000145	Great Yarmouth	Eastern	1869	1695	14	172	0.0075	186
2021-22	E07000149	South Norfolk	Eastern	881	198	6	205	0.0068	191
2021-22	E07000146	Kings Lynn and West Norfolk	Eastern	1326	1643	8	193	0.0060	197
2021-22	E07000098	Hertsmere	Eastern	1280	291	5	214	0.0039	220
2021-22	E07000103	Watford	Eastern	1342	214	4	218	0.0030	230
2021-22	E07000072	Epping Forest	Eastern	2269	74	6	205	0.0026	231
2021-22	E07000144	Broadland	Eastern	508	407	1	249	0.0020	243
2021-22	E07000012	South Cambridgeshire	Eastern	561	1	1	249	0.0018	246
2021-22	E07000240	St Albans	Eastern	624	176	1	249	0.0016	251
2021-22	E07000069	Castle Point	Eastern	840	840	1	249	0.0012	255
2021-22	E07000241	Welwyn Hatfield	Eastern	3722	17	3	225	0.0008	259
2021-22	E07000148	Norwich	Eastern	4805	28	0	266	0.0000	266
2021-22	E06000033	Southend-on-Sea	Eastern	1961	3060	0	266	0.0000	266
2021-22	E07000243	Stevenage	Eastern	3223	460	0	266	0.0000	266
2021-22	E07000076	Tendring	Eastern	591	591	0	266	0.0000	266
2021-22	E07000077	Uttlesford	Eastern	252	0	0	266	0.0000	266
2021-22	E07000071	Colchester	Eastern	2824	0	0	266	0.0000	266

Table 3: Breakdown of the 21/2022 fly tipping data for all the Eastern region local authorities.



LEGAL & COMMUNITY

MEMBERS INFORMATION NOTE

COUNCILLORS SAFETY GUIDE

Dear Councillors,

Following the Council motion a few months ago, relating to Councillor safety, the following Guide has been produced, to provide some assistance with your ward work, when dealing with difficult situations and/ or individuals.

The Guide will be available in the mod.gov library.

For more information please contact:

Jeanette Thompson
Service Director – Legal and Community
Monitoring Officer

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PERSONAL SAFETY A GUIDE FOR COUNCILLORS

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1. INTRODUCTION

- 1.1 The purpose of this Guide, therefore, is to set out what personal safety measures can be taken to prevent and to deal with those rare circumstances when a Councillor might find themselves in situations where they become anxious for their safety. Many Councillors will not experience any problems during their term(s) of office, however it's important to spend a little time thinking about preparation and planning – being aware, making early choices to reduce or mitigate these risks.
- 1.2 The Local Government Association also provides practical advice on handling physical abuse and personal security [[CLICK HERE](#)], and it is worth reading these through, as this covers a range of security measures relating to mobile phone security apps and home security systems.

2. WARD WORK & COUNCILLOR SURGERIES

The Basics

- 2.1. Councillors have many important roles and keep in touch with their communities is one of them. This includes helping individuals with any problems they might have. Often this extends beyond just the delivery of council services. These contacts are usually rewarding and non-adversarial. However, Councillors are often in a position where they need to calm down angry and frustrated residents who often contact their elected representative when they feel that they have no other avenue to pursue.
- 2.2. Councillors can become skilled and experienced in dealing with angry and frustrated residents, and of course the best way to avoid physical abuse is to be aware that it can happen, make early choices to reduce or mitigate risks and risk-assess your activities both before and during the activity.
- 2.3. Councillors should be aware that the public can (currently) find out where you live / your property details. When you become a Councillor at North Herts, you can confirm if you wish to have your home contact details on the North Herts Council Councillor web page (it's an 'opt-in' system). *However*, this does not extend to the current legal requirements to register your Interests with the Monitoring Officer, via your Register of Interests page on mod.gov. This is based on current legal requirements to disclose this information – as it assists with transparency of Councillors' Interests to ensure there is no conflict with Council decision making. **Nevertheless, if you consider that disclosure of the details of your interests could lead to you or a person connected with you being subject to violence or intimidation, then is it possible to exclude this from the public Register (if the Monitoring Officer agrees). You can discuss any query you have with the Monitoring Officer, or email: monitoring.officer@north-herts.gov.uk**
- 2.4. *Please note, however, that whilst the Council can control what it puts on/ takes off its website – Councillors may need to search and seek the removal of their details from other platforms (such as google).*

Councillor Surgeries

- 2.5. The arrangements each Councillor makes will vary according to local circumstances and in North Herts, these surgeries are, as a rule, held outdoors. This does not mean that this is risk free and the following suggestions will help to make a Surgery safer and more effective.
- 2.6. There will generally be several Councillors (and usually an officer) attending the surgeries; however, the general rule is **don't** hold them on your own.

2.7. Even though surgeries will be held outside:

- ✓ be prepared to deal with a range of emotions by the public
- ✓ be aware of the layout of the area, entry and exit points
- ✓ make sure there are no heavy items surrounding the surgery tent/ table that could be used as weapons
- ✓ make sure you have access to your (charged) phone in case you need to call for assistance
- ✓ if a heated conversation begins, you are within your rights not to have it there and then. If this is something you feel comfortable / able to deal with, you can suggest that they make an appointment to come and see you at the Council offices.
- ✓ Report any incidents of concern, even if fairly minor or “nearly happened” **see below*** .

3 DEALING WITH EMOTIONAL INDIVIDUALS

- 3.1. It is inevitable that some of the people Councillors will meet will be angry or upset. You need to be prepared to handle all types of emotion. Calmness in the face of whatever comes up will help you and your residents. It should be understood, however, that if there is an immediate threat to life, call the police on 999.
- 3.2. It is unfortunately the case that during certain interactions with individuals, that racist, sexist, or other offensive remarks can be made. If they are directed at you, it may not be advisable to respond, as this could only make the situation worse. Instead, bring the discussion to an end as quickly as possible.
- 3.3. If there are more general remarks, you should state that this is not acceptable and that you cannot continue the discussion. Often this will elicit an apology. Otherwise, if in person, ask the person to leave, that you are leaving, or tell the person you are hanging up the phone (and do so). Clearly a Councillor must use your own judgement if you are alone and in a vulnerable situation.
- 3.4. Please note: any hate motivated crimes or incidents should be reported to the Police – via 101. The Council can refer this incident to the Police for you or you can do so directly. You are also encouraged to report details of the abuse if you have the individuals name (and address - if you have them) to the Council via: healthandsafety@north-herts.gov.uk)

4. HOME VISITS

- 4.1. Councillors do sometimes visit residents in their homes, especially those who are elderly, disabled or where they simply want to see for themselves the conditions that are the subject of complaints. Before arranging a lone home visit, Councillors should always consider alternative options:
- ✓ can contact be made by telephone or email?
 - ✓ can a meeting be arranged in a public place such as a Community Centre or a café?
 - ✓ can the resident attend a Councillor Surgery (if appropriate)?
 - ✓ can a ward colleague, Police Community Support Officer or another person accompany you?

- 4.2. It is for each Councillor to decide whether a particular visit should be made, especially if the person to be visited is unknown to the Councillor. Most Councillors trust their own instincts as to whether to meet someone alone. However, if you have any doubts about the safety of the premises you are to visit, and the purpose of the visit is not about the premises itself then arrange for the meeting to take place at a neutral venue.
- 4.3. If a home visit is undertaken, the following general personal safety issues should be considered and planned before the visit:
- ✓ arrange the visit during normal working hours, if possible
 - ✓ if appropriate, check with Health & Safety (email above) to see if this address/ person is on the Council's Incident Register. Check at least 3 working days before you are due to go. *You should receive a yes or no as to whether anything is on the Council's Incident Register. **That does not mean it's safe to go to the property, merely that nothing has been registered.***
 - ✓ let somebody know who you are visiting, providing details of address, date and time of visit and expected duration
 - ✓ keep a record of your whereabouts. This might include making a call on your mobile during the home visit, telling the resident that there is such a record or that you are expected elsewhere at a specific time. It would be advisable to let colleagues or family members know when you expect to finish
 - ✓ Agree a code word with that colleague or family member for a telephone call which will alert them that you think you might have a safety problem.
- 4.4 During a home visit, the following specific personal safety issues should be followed:
- ✓ consider calling the person before the meeting to confirm arrangements and establish their mood/state of mind
 - ✓ park your car so that it can be driven away easily
 - ✓ park in a well-lit area near other vehicles, if possible
 - ✓ stay alert when approaching the property, and look around the garden for obvious dangers, for example dogs or prowlers
 - ✓ after knocking, stand back and to the side of the door
 - ✓ if there is a need to look through the letter box, do not look in directly; try to observe from the side
 - ✓ do not stand on the edge of the steps
 - ✓ be aware of potential weapons
 - ✓ ask for any dogs or other pets to be secured away from the meeting, where appropriate
 - ✓ assess the situation and mood of the resident. Also note any other people in the property and their mood
 - ✓ only sit down when the resident does
 - ✓ where possible, sit in an upright chair as this is easier to stand up from and use as a defensive barrier. If you have to sit in an armchair or settee, sit on the edge near the arm. This will enable you to stand up more easily
 - ✓ be aware of any alternative escape routes
 - ✓ if the situation changes and you feel threatened, make an excuse and leave. Back out rather than turning your back on the resident
 - ✓ **if in any doubt or you feel threatened, do not enter, make an excuse and leave.**
- 4.5 What to do if a serious situation occurs:

- ✓ vacate the premises immediately and report the incident to the Police via 999, or 101 as appropriate. Also report it to the Council's email¹
- ✓ if racist or other offensive remarks are made, indicate firmly to the resident that this is not acceptable. If it continues the Councillor should inform them that it will not be possible to continue the home visit

4.6 If a Councillor is unable to leave immediately when a serious situation occurs, the following steps should be taken, as appropriate:

- ✓ place defensive barriers between yourself and the resident
- ✓ continue talking to the resident as long as possible, reassuring them that you mean them no harm
- ✓ use reasonable force to protect yourself, if absolutely necessary, but only as a means of last resort. Escape should always be the first option
- ✓ set off your personal attack alarm, if you have one, or scream or shout to attract the attention of others.

5 THE COUNCIL'S INCIDENT REGISTER

5.1 The Council has a corporate Incident Register. Councillors can contact the designated Officer to provide information about potentially violent persons prior to undertaking a home visit: healthandsafety@north-herts.gov.uk If there is any doubt as to whether to release information to a Councillor, then the Service Director Resources should be contacted and the decision made by them.

6. LONE WORKING

6.1 If you are working alone you might consider the following options:

- ✓ leave details of where you are going and how long you will be with a friend relative or colleague
- ✓ check that your mobile phone is charged and switched on
- ✓ carry a personal attack alarm
- ✓ consider making regular check-in calls to a friend, relative or colleague or ask them to call you at regular intervals
- ✓ team up with a Councillor from your ward or a neighbouring ward to make visits
- ✓ If there are a number of risks associated with a particular visit you may wish to carry out a risk assessment and discuss or ask another Councillor or an Officer for their view on whether a visit should be undertaken

7. PERSONAL CALLERS TO COUNCILLORS' PRIVATE HOMES

7.1 Most Councillors seek to maintain a balance between their personal and public lives and do not want to encourage any callers at their private homes. Good publicity by the Authority as to how to contact Councillors and details of Councillor Surgeries reduces the chances of unwanted callers.

7.2 Making appointments or 'drop-in' arrangements for residents to see Councillors at their private homes does sometimes occur, usually when the person is well known to

¹ Email details of the abuse/ address/ person to: healthandsafety@north-herts.gov.uk

the Councillor concerned. The relevant steps as detailed in the section above regarding home visits should be followed.

8. MALICIOUS AND NUISCANE TELEPHONE CALLS

8.1 Councillors occasionally get the odd nuisance or abusive call. Although such calls are likely to be rare, you might become the target of a persistent, anonymous caller with a grudge against the Council. These calls need to be dealt with in accordance with Police advice:

- ✓ keep the caller talking
- ✓ note any clues the caller may provide as to sex, age, accent, etc
- ✓ listen for any clues as to the caller's motive and intention
- ✓ write down the details immediately to assist the Police at a later stage
- ✓ listen for background noise that may provide valuable information (e.g. railway sounds, industrial noises, machinery, music, animals)
- ✓ inform the Police
- ✓ inform the Council
- ✓ get the calls blocked by your provider or via your mobile.

9. MAIL

9.1 As with telephone calls, on rare occasions Councillors can become the target of malicious anonymous letters. If you are sent these directly then any such letters should be forwarded to the Police.

9.2 If these are sent to the Council, addressed to a Councillor then, as a rule the Committee Services staff will review these to check if there appears to be malicious content/ and to warn the Councillor before sending these on. Dependent on the nature of the correspondence (and in consultation with the Councillor) these can then be referred to the Police.

10. CAR SAFETY & PARKING

10.1 You need to take the same precautions as most car owners do:

- ✓ have your keys in your hand or easily accessible
- ✓ consider whether an area will be dark and isolated when you return to your car
- ✓ park where possible, under street lighting and try not to park in dark, deserted streets or isolated car parks
- ✓ if you have to park in a multi storey car park, try to park on the ground floor away from stairs and lifts
- ✓ don't stay around for longer than necessary and stay alert at all times
- ✓ always lock the car doors when you get into the car and leaving it
- ✓ take boxes/bags to the car when other people are around
- ✓ always carry a torch with you
- ✓ look around your vehicle as you approach in case someone is crouching down
- ✓ look inside before entering your vehicle to ensure no one is hiding there (even if the doors were locked)

- ✓ Try to park on the left-hand side of the road facing the way you want to drive off
- ✓ in a cul-de-sac, do not park facing the dead end
- ✓ try to park in a space where you will not be blocked in
- ✓ at service stations always lock the car when you go to pay
- ✓ ensure your vehicle has sufficient fuel for the journey
- ✓ if you are followed in your vehicle, do not get out. Ensure that it is locked, flash your lights and sound the horn to attract attention.

11. ATTENDANCES AT MEETINGS

- 11.1 Councillors have to attend evening meetings which often finish after dark. It is possible that depending on the nature and outcome of the meeting that members of the public may leave feeling angry or upset and remain outside the meeting area. In such instances, Councillors may wish to ask to be accompanied to their car or nearest bus stop by colleagues or officers who also attended the meeting. If waiting in the (DCO) Council building, then a Councillor can move into one of the card-restricted office areas– to minimise the risk of further engagement, whilst waiting to be accompanied (or to wait until situation has calmed down). If a Councillor is waiting for a taxi, you should wait in well-lit areas, preferably inside the building or close to the main entrance. Before entering the taxi ensure it has the relevant licencing plate and they can confirm your booking.

12. REPORTING INCIDENTS

- 12.1 Depending on the severity of the incident, the Councillor involved should contact the Council and if serious, the Police: 999 of immediate threat to life, 101 and or emailing the Council to report this².
- 12.2 By taking appropriate action you may help to prevent a similar incident re-occurring.

13 TRAINING

- 13.1 Personal safety of Councillors is a responsibility of the Local Authority whilst they are on Council business. Therefore, Personal Safety Training for Councillors, including online or social media, is a key component of the Councillor training, and all Councillors should attend.

14 FURTHER SOURCES OF SUPPORT FOR COUNCILLORS

- 14.1 Sometimes interactions with individuals or the public can be stressful, even if you are not directly threatened. Please therefore remember that the Council has a Confidential 'employee' assist programme ('EAP') **that Councillors can use. Its free** and around the clock. You can access the EAP by clicking on [PORTAL](#). If you go via the intranet the 'org code' will be part of the log in. However, you can contact the EAP using your phone:

- ✓ Freephone UK: 0808 196 2016
- ✓ WhatsApp: Text 'Hi' to 087 369 0010

² Email details of the abuse/ address/ person to: healthandsafety@north-herts.gov.uk

✓ From abroad: 00353 1518 02770035315180277

- 14.2 You can also download the Spectrum.Life app from your smartphone to access all of the North Herts Be-Well features. You can find the Mobile App by searching for 'Spectrum.Life' in IOS or Android. A user guide for the Spectrum.Life app can be found below.



**Legal and Community
Committee & Member Services**

MEMBERS INFORMATION NOTE

Councillor Portal Training – Tuesday 26 September.

We have arranged for a training session on the Councillor Portal on Tuesday 26 September 2023. This session will be held in person in the Council Chamber and will be a 60-minute session from 5:30pm and will cover the basics of using the Councillor Portal system.

Please respond to the Outlook invitation to confirm attendance.
If you are unable to attend this session and require support with the Councillor Portal, please contact Committee Services.

For further information please contact:

James Lovegrove
Committee, Member and Scrutiny Manager
Tel: 01462 474204
Email: james.lovegrove@north-herts.gov.uk

Committee Services
Tel: 01462 474655
Email: committee.services@north-herts.gov.uk

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Finance, Audit and Risk Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth, Herts
on Wednesday, 13th September, 2023 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Terry Hone, Terry Tyler, Tom Plater, Chris Lucas and Independent Person John Cannon.

2 MINUTES - 21 JUNE 2023

RESOLVED: That the Minutes of the Meeting of the Committee held on 21 June 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 for the purposes of clarification for that 4.8.23(a) of the Constitution did not apply to this meeting.

5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

6 FINAL AUDIT RESULTS REPORT 2021-22

RESOLVED: That the Final Audit Results Report 2021-22 was noted.

7 STATEMENT OF ACCOUNTS 2021-22

RESOLVED: That the Committee:

- (1) Noted the 2021/22 Annual Statement of Accounts as set out in Appendix A.
- (2) Noted the audit work completed to date, the findings from that work and the resultant changes made to the Statement of Accounts.
- (3) Approved the 2021/22 Annual Statement of Accounts, and that the Chair of the Committee signed the Statement of Accounts to confirm that they have been approved by the Committee.

REASON FOR DECISIONS: To ensure that the Council abides by the Audit and Account Regulations 2015, which require the approval and publication of audited Statement of Accounts.

8 ANNUAL AUDIT REPORT FOR 2021-22

RESOLVED: That the Annual Audit Report 2021-22 was noted.

9 SAFS ANTI-FRAUD REPORT 2022-23

RESOLVED: That the Committee:

- (1) Noted the activity undertaken by the Shared Anti-Fraud Service to deliver the 2022-23 Anti-Fraud Plan for the Council.
- (2) Noted the other anti-fraud activities undertaken to protect the Council.

10 SAFS ANTI-FRAUD PROGRESS REPORT 2023-24

RESOLVED: That the Committee noted the progress by Officers and the Shared Anti-Fraud Service to deliver the 2023-24 Anti-Fraud Plan for the Council.

11 SIAS SERVICE REPORT UPDATE 2023-24

RESOLVED: That the Committee:

- (1) Noted the SIAS Progress report for the period to 25 August 2023.
- (2) Noted the plan amendments to the 2023-24 Annual Audit Plan.

12 ANNUAL GOVERNANCE STATEMENT 2022-23

RESOLVED: That the Committee:

- (1) Approved the amended AGS and Action plan (Appendix A).
- (2) Noted the current position of the actions within the AGS Action Plan, outlined at Appendix B.

REASONS FOR DECISIONS:

- (1) The AGS must be considered and approved by this Committee before the approval of the Statement of Accounts under Regulation 6(4)(a) of the Accounts and Audit Regulations ('AAR') 2015/234.
- (2) The Committee is the legal body with responsibility for approval of the AGS.
- (3) Reviewing the AGS Action Plan during 2023-24 will provide the Committee with assurances that the Council is examining and where necessary improving its governance arrangements.

13 FIRST QUARTER REVENUE BUDGET MONITORING 2023-24

RECOMMENDED TO CABINET:

- (1) That Cabinet note this report.
- (2) That Cabinet approves the changes to the 2023/24 General Fund budget, as identified in table 3 and paragraph 8.2, a £1.119million decrease in net expenditure.

- (3) That Cabinet notes the changes to the 2024/25 General Fund budget, as identified in table 3 and paragraph 8.2, a total £270k increase in net expenditure. These will be incorporated in the draft revenue budget for 2024/25.

REASONS FOR REFERRAL: Members are able to monitor, make adjustments within the overall budgetary framework and request appropriate action of Services who do not meet the budget targets set as part of the Corporate Business Planning process.

14 FIRST QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023-24

RECOMMENDATIONS TO CABINET:

- (1) That Cabinet notes the forecast expenditure of £10.438M in 2023/24 on the capital programme, paragraph 8.3 refers.
- (2) That Cabinet approves the adjustments to the capital programme for 2023/24 onwards, as a result of the revised timetable of schemes detailed in table 2 and 3, increasing the overall estimated spend in 2024/25 and beyond by £1.271M.
- (3) That Cabinet notes the position of the availability of capital resources, as detailed in table 4 paragraph 8.6 and the requirement to keep the capital programme under review for affordability.
- (4) That Cabinet is asked to note the position of Treasury Management activity as at the end of June 2023.

REASON FOR REFERRAL:

- (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.

15 POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS

The Chair Stated that due to Councillor turnout this item would be discussed at the next meeting.

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Overview and Scrutiny Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth Garden City, SG6 3JF on Tuesday, 12th September, 2023 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Matt Barnes and Adam Compton.

Having given due notice Councillor Lisa Nash substituted for Councillor Matt Barnes.

2 MINUTES - 20 JUNE 2023

RESOLVED: That the Minutes of the Meeting of the Committee held on 20 June 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 for the purposes of clarification clause 4.8.23(a) of the Constitution does not apply to this meeting.

5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

6 URGENT AND GENERAL EXCEPTION ITEMS

No urgent or general exception items were received.

7 CALLED-IN ITEMS

There have been no called-in items.

8 MEMBERS' QUESTIONS

No questions had been submitted by Members.

9 RESOLUTIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED: That the report entitled 'Resolutions of the Overview and Scrutiny Committee' was noted.

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

10 ANNUAL SAFEGUARDING REPORT 2023

RESOLVED: That the Committee:

- (1) Received and commented on the annual report of progress made against the Council's fulfilment of the statutory duty to maintain an effective safeguarding function regarding children, adults, modern slavery and domestic abuse.
- (2) Noted the recent Shared Internal Audit Service (SIAS) audit (Appendix A) and its Action Plan tracker (Appendix B).
- (3) Agreed that sufficient and robust processes are in place at the Council for application and review of safeguarding processes, and that an annual review and presentation to this committee should continue.

REASON FOR DECISIONS: The recommendations made are the best course of action that can be accommodated within the approved budget and officer resources, that will fulfil our statutory and lawful obligations but also ensure that a regular, corporate review exists.

11 Q1 2023-2024 UPDATE ON THE COUNCIL DELIVERY PLAN

RESOLVED: That the Committee:

- (1) Noted the progress against the Council projects as set out in the Council Delivery Plan (appendix A) including changes to milestones, performance indicators and risks, and makes any recommendations or comments to Cabinet.
- (2) Considered the presentation of the report for future meetings, especially in relation to milestones and project status, and made any recommendations or comments to Cabinet.

REASON FOR DECISIONS: The Council Delivery Plan (CDP) monitoring reports provide Cabinet with an opportunity to monitor progress against the key Council projects, and understand any new issues, risks or opportunities.

12 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

RESOLVED:

- (1) That the Committee prioritised topics for inclusion in the work programme attached as Appendix A and, where appropriate, determined the high-level form and timing of scrutiny input.
- (2) That the Committee, having considered the most recent iteration of the Forward Plan, as attached at Appendix B, suggested that the 'Update to Common Housing Allocation Scheme' and 'Biodiversity Strategy 2023-2028' items be considered at its meetings in the coming civic year.
- (3) That the Corporate Peer Challenge Action Plan as attached at Appendix C was considered.

REASONS FOR DECISIONS:

- (1) To allow the Committee to set a work programme which provides focused Member oversight, encourages open debate and seeks to achieve service improvement through effective policy development and meaningful policy and service change.

- (2) The need to observe Constitutional requirements and monitor the Forward Plan for appropriate items to scrutinise remains a key aspect of work programming.

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

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

1. DECISION TAKEN

- 1.1 To approve to hold a Gala in the Gardens event (Royston Arts Festival Community event) on 30th September 2023 between 11.00 hrs and 17.00 hrs using Priory Memorial Gardens, Royston.

2. DECISION TAKER

- 2.1. Andrew Mills, Service Manager Greenspace

3. DATE DECISION TAKEN:

- 3.1 15th September 2023

4. REASON FOR DECISION

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

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 The organisers have approached North Herts Council to host this event. Other locations have been considered by the organisers that are not managed by NHC.

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

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

7. FORWARD PLAN

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

8. BACKGROUND/ RELEVANT CONSIDERATIONS

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

9. LEGAL IMPLICATIONS

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

10. FINANCIAL IMPLICATIONS

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

11. RISK IMPLICATIONS

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

12. EQUALITIES IMPLICATIONS

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

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

13. SOCIAL VALUE IMPLICATIONS

13.1 The event is open to everyone.

14. ENVIRONMENTAL IMPLICATIONS

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

15. HUMAN RESOURCE IMPLICATIONS

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

16. BACKGROUND PAPERS

16.1 None

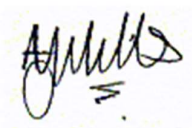
17. APPENDICES

17.1 None

NOTIFICATION DATE - 15th September 2023

Signature of Executive Member ConsultedNot Applicable.....

Date15th September 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.

Call-in does not apply to NON-EXECUTIVE DECISIONS

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

[To be completed having read 'Guidance to Members and Officers – Taking a Delegated Decision'].

***PART 1 – PUBLIC DOCUMENT**

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

SERVICE DIRECTORATE: Place Directorate

1. DECISION TAKEN

To appoint Fishtek Consulting to deliver a detailed design for the removal of a breached side weir structure on the River Oughton, in Hitchin, Hertfordshire, along with associated habitat enhancement along approximately 200m of the river channel.

2. DECISION TAKER

Sarah Kingsley

3. DATE DECISION TAKEN:

11th September 2023

4. REASON FOR DECISION

4.1 The above contractor attained the highest scores in the tender evaluation process based on price and quality criteria and are therefore considered best value.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 None considered.

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

6.2 Consultation has been undertaken with the Executive Member for Leisure and Environment.

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 Due to the current condition of the existing weir it is essential that expert technical resources are appointed to progress the project to replace the weir in accordance with the preferred proposals from the Environment Agency

9. LEGAL IMPLICATIONS

9.1. There are statutory duties underlying the decision.

- 9.2. The Council has a duty to ensure that its responsibilities as Riparian Owner of the riverbank adjacent Oughtonhead Common is safe for public access along the bridleway. Also, that water flow is always maintained and that the biodiversity is protected and enhanced to preserve this chalk stream.

10. FINANCIAL IMPLICATIONS

- 10.1. The value of the works to provided by Fishtek is £79,608.00. There is an existing capital budget allocation for this expenditure.
- 10.2. Works to deliver the specification to resolve the issue of the collapsed weir will be tendered via a separate contract.

11. RISK IMPLICATIONS

- 11.1 The risks associated with Oughtonhead Common Weir has been reviewed and updated on Pentana, the Council's performance and risk management software.

12. EQUALITIES IMPLICATIONS

- 12.1 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 As the recommendations in the report relate to a contract below £100,000 the "go local" policy has not been applied due to the limited range of suitable contractors that are able to deliver this project within our identified timeframe.

14. ENVIRONMENTAL IMPLICATIONS

- 14.1. An Environmental Impact Assessment will be undertaken as part of the works to identify the appropriate direction forward to deliver the identified specified works. This will entail various environmental site surveys. The resulting contract will then take into account all the implications of this research.

15. HUMAN RESOURCE IMPLICATIONS

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

16. BACKGROUND PAPERS

- 16.1 Specification and Contract documents relating to this project on InTend.

17. APPENDICES

- 17.1 None

NOTIFICATION DATE

Signature of Executive Member Consulted

Handwritten signature of Steve Jarris in blue ink, with a horizontal line underneath the name.

Date 12th September 2023

Signature of Decision Taker

Handwritten signature in black ink, appearing to be 'J. King'.

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: CUSTOMERS

1. DECISION TAKEN

- 1.1 To extend the Doro IP digital assistive technology equipment through the Northern Housing Consortium Framework Agreement- TECS Lot 1 D A - Dec 2020 by 12 months to 30th November 2024

2. DECISION TAKER

- 2.1 Jo Dufficy, Service Director - Customers

3. DATE DECISION TAKEN:

- 3.1 06 September 2023

4. REASON FOR DECISION

- 4.1 Digital alarms are a core component of assistive technology and the service that Careline provides to support independent living. The market for digital IP alarms is still in its infancy with limited manufacturers involved in this market.
- 4.2 Doro Care has been the supplier of these devices under the Northern Housing Consortium Framework Agreement- TECS Lot 1 D A - Dec 2020. The existing framework agreement offers value for money whilst ensuring the widest catalogue of available products. When the original agreement was set-up, an option to extend the term for 12 months plus 12 months was included.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 An open tender exercise was considered but discounted for the following reasons:
- There has been little movement in industry prices so it is unlikely that a financial benefit would be secured.
 - Significant supply issues are present within the industry and our present arrangement has proved resilient.
 - Extending the contract enables us to maintain the current portfolio of stock and avoids significant costs of early replacement of existing alarms.

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

- 6.1 The product range is currently part of the assistive technology offering and we are not proposing to change the options available.

- 6.2 Consultation has been carried out with the Executive Member and Deputy Executive Member for Community and Partnerships, Cllr Alistair Willoughby and Cllr Dominic Griffiths and with the Chair of Overview and Scrutiny, Cllr Adam Crompton.

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 current framework agreement under which Doro Care equipment was purchased will come to an end in November 2023 and an option to extend for a further 12 months is available. We therefore need to procure this equipment via an extended contract under the current framework agreement.

- 8.2 NHDC are working with Hertfordshire County Council to update and digitise the service provision to meet the December 2025 analogue network switch off. This involves replacement of existing client's equipment which will require physical technology to be installed or replaced as part of the new arrangement. The contract with Northern Housing Consortium allows for the expected increase in stock with the digitised service.

9. LEGAL IMPLICATIONS

- 9.1 The Service Director – Customers has delegated authority to enter into contracts to carry out works and/or for the supply of goods and services within approved budgets as per section 14.6.4(a)(ii) of the Constitution.
- 9.2 The Contract Procurement Rules require the publication of a Decision Notice for any contract with a value of above £100,000.

10. FINANCIAL IMPLICATIONS

- 10.1 The cost of the one-year extension is expected to be £50,000.
- 10.2 The expenditure is on behalf of Hertfordshire County Council who have delegated their authority to NHDC to provide assistive technology equipment to Hertfordshire residents. NHDC will draw down the funding through the existing Section 9EA agreement to purchase the equipment.
- 10.3 The overall contract value has been calculated at £1.8m to take into account the increase in client base as a result of the expanded service and digitisation. The majority of costs associated with this will be underwritten by HCC through the Section 9EA, any residual will be funded through the maintenance element of self-funded clients service charge.

11. RISK IMPLICATIONS

- 11.1 Failure to procure a supplier of digital Assistive Technology equipment would put in jeopardy the supply of service to vulnerable residents within Hertfordshire, due to the change of the telecommunications network from analogue to digital. The Council also has to ensure sufficient supplies due to known chip shortages that can result in supply issues.

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 service provides support to vulnerable elderly and disabled residents of Hertfordshire.

12.3 There are no other equalities implications.

13. SOCIAL VALUE IMPLICATIONS

13.1 The framework Selection Questionnaire during the tender process did include questionnaires on use of apprenticeships for contracts over a certain threshold as well as ensuring compliance with the modern slavery act, but at that time did not go further than that.

14. HUMAN RESOURCE IMPLICATIONS

14.1 None

15. BACKGROUND PAPERS

15.1 None

16. NOTIFICATION DATE 15/09/2023

Signature of Executive Member Consulted:

Cllr Alistair Willoughby Executive Member for Community and Partnerships.



Date 06/09/23

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

EAST TEAM

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
Ashwell Parish Council		
23/02019/PNQ	Crawshaw Architects LLP Mr Aidan Crawshaw 27 Almeida Street, London, N1 1TD	Kirby Manor Farm Northfield Road Ashwell Baldock Hertfordshire SG7 5JQ Mr Sam Sheppard Conversion of existing agricultural barn to provide 4 residential units (two 2-bed, one 3-bed and one 4-bed) with all associated building works.
23/02128/TCA	Mr Ewan Habben Hbn Trees 61 Moorymead Close, Watton At Stone, SG14 3HF, United Kingdom	Bushel And Strike 15 Mill Street Ashwell Baldock Hertfordshire SG7 5LY Mr Ewan Habben 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.
Baldock		
23/01038/LDCE	Mr Brian McAleer 2 Barns Courtyard , Mansfield Road, Baldock, Hertfordshire, SG7 6FE	2 Barns Courtyard Mansfield Road Baldock Hertfordshire SG7 6FE Mr Brian McAleer Retention of rear cloakroom/utility room as residential use.
23/01447/FPH	TCS Mr Matthew Tyrrell 57 New Road, Hertford, SG14 3JL, United Kingdom	30 Laxton Gardens Baldock Hertfordshire SG7 6DA Mr A Soper First floor rear and two storey side extension.
23/01765/FPH	Mrs Violet Patricia Sheldrake 132 Cleveland Way, Stevenage, SG1 6BZ, United Kingdom	24 South Close Baldock Hertfordshire SG7 6DS Mrs Violet Patricia Sheldrake Single storey front extension and replace existing garage door with a window to facilitate conversion of garage into habitable accommodation. Insertion of first floor side window.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/01770/FPH	Michael Pownall Beech House , Icknield Way East, Baldock, Hertfordshire, SG7 5DE	Beech House Icknield Way East Baldock Hertfordshire SG7 5DE Michael Pownall Replace existing boundary fence.
23/02020/FPH	Themack Architects Mr Benson Themuka 2 The Cloches, Beeston, SG19 1PY, United Kingdom	29 Laxton Gardens Baldock Hertfordshire SG7 6DA Mrs C.M. Welsh Single storey front and side extension following removal of bay window.
Barkway Parish Council		
23/02035/FPH	Kay Pilsbury Thomas Architects Corrie Newell Honeylands, Radwinter, Saffron Walden, CB10 2TJ, United Kingdom	Barkway House 66 High Street Barkway Royston Hertfordshire SG8 8EE Mr & Mrs D Grainger Installation of solar panels to existing outbuilding and garage extension
Barley Parish Council		
23/02046/TCA	David Nixon New Cottage, Smiths End Lane, Barley, Barley, Hertfordshire, SG8 8LH, United Kingdom	New Cottage Smiths End Lane Barley Royston Hertfordshire SG8 8LH David Nixon 2x Pear - Remove. 8x Conifers, Laurel - Trim by approx 30%.
Hinxworth Parish Council		
23/02015/TCA	KBR Design Services Kiely Ringshall 95 Tudor Avenue, Watford, WD24 7NU, United Kingdom	Land Adjacent To Cantlebury Chapel Street Hinxworth Hertfordshire Mr Adrian Potts Lime tree removal.
Letchworth Garden City		
23/01803/LDCLBAGB	Narib Ltd Martin Wright Fen End, Astwick Road, Stotfold, Beds, SG5 4BA	29 Field Lane Letchworth Garden City Hertfordshire SG6 3LF Mr B Gateson Replace existing timber front entrance door with a like-for-like oak door

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/02031/TCA	Mrs Karen Tomlin 57 Lytton Avenue, Letchworth Garden City, Hertfordshire, SG6 3HY, United Kingdom	57 Lytton Avenue Letchworth Garden City Hertfordshire SG6 3HY Mrs Karen Tomlin 5x Leylandii, Lilac - Remove
23/02034/TCA	Mr Tim Hewitt Eastern Landscape Service Limited 27 High Street, Cottenham, CB24 8SA, United Kingdom	Millstone Baldock Lane Willian Letchworth Garden City Hertfordshire SG6 2AR Mr P Smith 1. 2x Apple - Crown reduce by 1.5m and crown lift to 1.7m. 2. Apple - Crown lift to 1.5m
23/02045/FPH	SJB Structures Mr Sam Burton 65 Shefford Road, clifton, Shefford, SG17 5RQ, United Kingdom	92 Howard Drive Letchworth Garden City Hertfordshire SG6 2DG Mr Mike Chahal Part two storey and part first floor rear extension.
23/02064/TCA	Mr Danny O'Brien Forestwood Services Ltd 1 Angel Cottages, Kings Walden Road, Great Offley, Hitchin, SG5 3EA	213 Icknield Way Letchworth Garden City Hertfordshire SG6 4TT Mr Danny O'Brien T1 Cherry - Fell. T2 Ash - Fell. T3 Sycamore - Fell.
23/02124/TCA	Paul McKenna One Garden City, Broadway, Letchworth Garden City, SG6 3BF, United Kingdom	Allotment Gardens At Rear Of 31 To 45 South View Letchworth Garden City Hertfordshire Paul McKenna T1 Dead Sycamore - Remove
Royston Town Council		
23/02030/TCA	Mr James Cantle Shire tree limited 1A Trigg Way, Melbourn, Royston, SG8 6HX	41 Kneesworth Street Royston Hertfordshire SG8 5AB Richard Kitteridge T1 Yew - Cut back overhang to boundary wall to clear building and roof.

23/02061/FPH	Bridletree Mr Jay Raynham 35 The Maltings, Roydon Road, Stanstead Abbots, Ware, SG12 8HG	27 Lime Grove Royston Hertfordshire SG8 7DJ Mr Matthew Jelley Single storey side extension and pitch roof over existing single storey side element. Insertion of ground floor front window following removal of existing garage door to facilitate garage conversion
23/02073/FPH	David Osborn Architects Ltd Mr David Osborn 10 Bourn Bridge Road, Little Abington, CB21 6BJ, United Kingdom	59 Sun Hill Royston Hertfordshire SG8 9AX Mr Mark Retter Single storey rear extension following demolition of existing rear conservatory. Front porch and insertion of ground floor front window following removal of existing garage door to facilitate garage conversion into habitable accommodation.
23/02115/TPO	Mr Sebastian Lenton-Leaver All Aspects Tree Services Ltd UNIT D, 32-42 Denington Road, Wellingborough, NN8 2QH	Land Between Hampshire Road And Baldock Road Royston Hertfordshire SG8 9FT Miss Briggs Various works including removal

Rushden And Wallington Parish Council

23/02054/LDCP	Barker Parry Town Planning Ltd Mrs Kenya Sharland 33 Bancroft, Hitchin, SG5 1LA, United Kingdom	Colt House Southern Green Rushden Buntingford Hertfordshire SG9 0SS Trustees of Class A Development A Erection of single storey east and west side elevation extensions and the single storey rear extension. Class B Development B Insertion of two dormer windows to the existing rear roof slope. Class D Development C Erection of a front porch. Class E Development D Erection of a detached outbuilding for use as a triple garage.
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WEST TEAM

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
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Clothall Parish Meeting

Codicote Parish Council

23/02000/FP	Gardiner Design Associates Mr Andrew Gardiner 34 Malting Mead, Endymion Road, Hatfield, AL10 8AR	158 High Street Codicote Hitchin Hertfordshire SG4 8UB
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Mr Darrin Jenkins

Change of use and conversion of existing building (use class E) to create one 3-bed dwelling including insertion of rooflights to existing side roofslope, landscaping, external rendering and alterations to fenestration.

23/02116/TCA	Mr. Robert Charles Gayton 32 Old School Close, Codicote, Hitchin, SG4 8YJ, United Kingdom	32 Old School Close Codicote Hitchin Hertfordshire SG4 8YJ
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Mr. Robert Charles Gayton

Ash - Fell

Graveley Parish Council

23/01774/PN14J	Ms Stephanie Rubery Engenera Renewables Limited Gateway House, Gateway West, Newburn Riverside, NE15 8NX, United Kingdom	Chesfield Downs Golf Club Jacks Hill Graveley Hitchin Hertfordshire SG4 7EQ
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Mr Gaige Ross

Installation of PV Solar Panels

Great Ashby Community Council

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/02026/S73	Mr Alex Richmond 11 Whernside Drive, Stevenage, SG1 6HW, United Kingdom	11 Whernside Drive Great Ashby Stevenage Hertfordshire SG1 6HW Mr Alex Richmond Removal of condition 3 relating to plot 213 only (Permitted Development Rights) of planning permission 05/01838/1 granted 17.02.2006 for Approval of details of 93 dwellings comprising a mixture of 1, 2, 3, 4 & 5 bedroom flats, terraces and detached houses, 53 garages, 102 parking spaces and ancillary works.
Hitchin		
23/01947/FP	Mrs Helen Binns Walsingham Planning Ltd Brandon House, King Street, Knutsford, WA16 6DX, United Kingdom	The Anchor 84 Cambridge Road Hitchin Hertfordshire SG4 0JH Mrs H Binns Erection of new convenience retail unit (Class E); alterations to means of access and reorganisation and extension of car park, including the change of use of land from residential gardens and the installation of EV charging points; demolition of outbuildings to pub and external alterations including the erection of garden pergola and structures, new patio and external lighting and installation of new cold store and covered walkway to back of house and replacement of part of kitchen extraction system.
23/01948/CDA	Mrs Saba Naeem 30 Finsbury Circus, London, EC2M 7DT, United Kingdom	Land At Starlings Bridge Nightingale Road Hitchin Hertfordshire SG5 1QW Mrs Saba Naeem Confirmation that all the contamination conditions have been approved in relation to planning permission ref 04/02030/1 granted on 16.05.2005
23/01956/FPH	Ian Hale Planning And Design Ltd Mr Ian Hale 2 Peartree Close, Shefford, Bedfordshire, SG17 5JG	21 Brook View Hitchin Hertfordshire SG4 9NY Mr Steve Redding Two storey side extension and insertion of front and rear box dormer windows to create additional habitable space at first floor level. Single storey front and rear extensions, open sided porch following demolition of existing detached garage. Provision of 3 parking spaces and formation of a new vehicular access following closure of existing access.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/02010/TCA	The Blue Tree Company Mr Dominic Walker 18 Wymondley Road Hitchin 50 Bunyan Road, Hitchin, SG5 1NN Hertfordshire SG4 9PH	Mrs Linda Howell	T1. 2 x Sycamores - Cut back to boundary. T2. Beech - Cut back by approx. 1.5 metres. T3. Remove 3 x dead stems. T4. Copper Beech - Lift to 5 metres. T5. Beech - Remove lowest limb. Bring in the next limb above 4-5 metres. Bring the limbs overhanging higher in the canopy by 3 metres. T6. 2 x Conifers - Fell to ground level.
23/02012/TCA	Mr Thomas Brown 3, Benslow Lane, Hitchin, SG4 9RE Hitchin Hertfordshire SG4 9RE	Mr Thomas Brown	Removal of one Eucalypts tree.
23/02013/FPH	Tom Gristwood Architects Tom Gristwood Haremore Cottage, Faringdon, SN7 8PN, United Kingdom	7 Tilehouse Street Hitchin Hertfordshire SG5 2DW	Millie Self Alterations to existing front extension, Insertion of rear solar panels and rooflights to front and rear existing roofslopes. replacement front boundary fence and gate and erection of pergola, shed and plunge pool following demolition of existing outbuilding. Alterations fenestration and cladding.
23/02014/LBC	Tom Gristwood Architects Tom Gristwood Haremore Cottage, Faringdon, SN7 8PN, United Kingdom	7 Tilehouse Street Hitchin Hertfordshire SG5 2DW	Millie Self Alterations to existing front extension, Insertion of rear solar panels and rooflights to front and rear existing roofslopes. Alterations to fenestration and cladding. Internal alterations. Replacement driveway, new front step and planter
23/02025/FPH	Mr Charles Speakman Be Informed! 8 Broadmeadow Ride, Hitchin, SG4 7ST, United Kingdom	20 Thatchers End Hitchin Hertfordshire SG4 0PD	Ms Suzanne Elaine Taroni Insertion of front and side ground floor windows following removal of garage doors to facilitate garage conversion into habitable accommodation.

**NORTH HERTFORDSHIRE DISTRICT COUNCIL
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**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/02027/FPH	Boyd Seddon Architect Mr Boyd Seddon Old Kitchin's Farm, 31 Horslow Street, Potton, Beds, SG19 2NS, United Kingdom	11 Hampden Road Hitchin Hertfordshire SG4 0LD	Mr Pickering & Ms Tomkins Two storey side and rear extension, part single storey rear extension and front porch following demolition of existing porch, garage and shed.
23/02028/LDCP	Concept Lofts Jake Skipper 124 Church Hill, Loughton, IG10 1LH, United Kingdom	21 Fishponds Road Hitchin Hertfordshire SG5 1NR	Mr Paul Xavier Insertion of rear L shaped box dormer window and two front rooflights to facilitate loft conversion.
23/02038/TCA	Mr Dominic Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN	22 Wymondley Road Hitchin Hertfordshire SG4 9PN	Mrs Deb Hedley 4. Lime - Reduce by 6 -7m to viable growth and bring the sides in to balance. 5. Hazel and Elm - Fell to ground level. 6. Cherry - Reduce by 2m, shape and balance.
23/02043/FPH	Home Extension Team Miss Georgia Hayes 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	14 Lancaster Avenue Hitchin Hertfordshire SG5 1PB	Mr North Part two storey side extension and first floor rear extension.
23/02091/TPO	Mr John Richardson 2 The Finches, Hitchin, SG4 9PB, United Kingdom	2 The Finches Hitchin Hertfordshire SG4 9PB	Mr John Richardson T1: Beech - Crown Reduction and thinning by no more than 20% (6-8 feet from height and 6 feet from width). T2: Silver Birch - Light and sympathetic crown reduction and thinning by no more than 20%.
23/02108/TPO	Mr John Richardson 2 The Finches, Hitchin, SG4 9PB, United Kingdom	1 The Finches Hitchin Hertfordshire SG4 9PB	Mr John Richardson T3: Eucalyptus - Reduce in height by 33% to previous cut points.

**NORTH HERTFORDSHIRE DISTRICT COUNCIL
PLANNING CONTROL
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**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/02112/TCA	Mrs Jackie Giles Whitings Court, Paynes Park, Hitchin, Hertfordshire	Whitings Court Paynes Park Hitchin Hertfordshire Mrs Jackie Giles T1 Multi Stemmed Sycamore - Reduce height by 3m. Cut back lower branches to approx 5m. T2 Robina - Reduce crown by 1m and remove major deadwood. T3 Alder - Reduce by 2m in height
23/02118/TPO	Mr Alessandro Peduto 5 Uplands Avenue, Hitchin, Herts, SG4 9NH, United Kingdom	88 Wymondley Road Hitchin Hertfordshire SG4 9PX Mr Alessandro Peduto T1 Large Sycamore - Reduce branches by less than 20%
23/02120/TCA	Mr Pete Hibbs 21 Verulam Road, Hitchin, SG5 1QE, United Kingdom	21 Verulam Road Hitchin Hertfordshire SG5 1QE Mr Pete Hibbs Pine - Fell. Pine - Prune to remove dead limbs
23/02126/TCA	Mr Dominic Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN	20 Wymondley Road Hitchin Hertfordshire SG4 9PN Mrs Deb Hedley 1. Acacia - Cut back to the boundary. 2. Prunus - Cut back to the boundary. 3. X3 Lime - Cut back to the boundary to viable growth.
23/02129/TCA	Lucy Claxton 11 Kent Place, Oughtonhead Way, Hitchin, SG5 2LE, United Kingdom	11 Kent Place Oughton Head Way Hitchin Hertfordshire SG5 2LE Lucy Claxton Conifer - Fell and grind stump down

Kimpton Parish Council

23/01998/FPH	DP Architects Mr Mark Longworth The Old Brewery Tap, 3 Shirburn St, Watlington, OX49 5BU, United Kingdom
23/01999/LBC	DP Architects Mr Mark Longworth The Old Brewery Tap, 3 Shirburn St, Watlington, OX49 5BU, United Kingdom

Lilley Parish Council

23/02042/S73 Fod Architects Mr Stuart Palmer 30 East Street
21 Dunstable Street, Ampthill, Lilley
BEDFORD, MK45 2NJ, United Luton
Kingdom Hertfordshire
LU2 8LW

Mrs K Cox

Variation of Condition 2 (Revised plans) of planning permission 23/00897/FPH granted on 06.06.2023 for Erection of detached two storey annexe ancillary to the main dwelling following demolition of existing outbuildings.

23/02059/TCA Ms Catherine Windsor 14 East Street
14 East Street, Lilley, Luton, Lilley
LU28LW, United Kingdom Luton
Hertfordshire
LU2 8LW

Ms Catherine Windsor

Various works including removal

Offley Parish Council

23/02021/FPH Hallam Consulting Mrs Adele 4 Stony Lane
Raynes Tea Green
Adele Hallam, 62 Fishponds Road, Luton
Hitchin, SG5 1NS, United Kingdom Hertfordshire
LU2 8PT

Ms Emma & Christopher Witts & Walton

Raised replacement roof above existing garage to create first floor, single storey rear extension and alterations to fenestration to facilitate conversion of existing garage/studio to 1-bed ancillary annexe.

Pirton Parish Council

23/01970/FPH Brownlow Brownlow 1 West Lane
24 Gainsborough Studios, Poole Pirton
Street, London, UK Hitchin
Hertfordshire
SG5 3RA

Howes

Two storey side and single storey rear extension following demolition of existing single storey side extension

23/02096/TCA Mr James Daniel 21 Royal Oak Lane
21 Royal Oak Lane, Pirton, SG5 Pirton
3QT, United Kingdom Hitchin
Hertfordshire
SG5 3QT

Mr James Daniel

T1, T2, T4 Conifers - Remove. T3, T5 Conifer - Remove limbs.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 15/09/2023
DEADLINE FOR COUNCILLORS' CALL IN: 05/10/2023**

23/02117/TCA Mr Simon Abbott 41 High Street
41 High Street, Pirton, Hitchin, SG5 Pirton
3PT, United Kingdom Hitchin
Hertfordshire
SG5 3PT

Mr Simon Abbott

2x Silver Birch - Remove

St Pauls Walden Parish Council

23/01988/FP Peter George Town Planning Mr 67 High Street
Tom Donovan Whitwell
Nine Hills Road, Cambridge, CB2 Hitchin
1GE Hertfordshire
SG4 8AH

Mr M Cousins

Conversion, extension and alteration of existing detached barn to create one 3-bed dwelling with associated parking, amenity space, boundary treatment and retaining walls following partial demolition of existing wing.

23/01989/LBC Peter George Town Planning Mr 67 High Street
Tom Donovan Whitwell
Nine Hills Road, Cambridge, CB2 Hitchin
1GE Hertfordshire
SG4 8AH

Mr M Cousins

Conversion, extension and alteration of existing detached barn to create one 3-bed dwelling with associated parking, amenity space, boundary treatment and retaining walls following partial demolition of existing wing. Internal works.

List of Planning Decisions Week Ending 15/09/2023

(Including Withdrawn decisions)

EAST TEAM

Application No: 23/00902/LBC	Location: 66 Ridge Road Letchworth Garden City Hertfordshire SG6 1PN Applicant Name: Mr Stephen Nuttall Description: Replace 15no. existing single-glazed windows incorporating externally brown-painted frames to front, rear and side elevations with double-glazed windows incorporating externally white-painted frames. Replace main entrance door and patio doors on front elevation and side entrance door (as amended by drawings received on 07.09.2023).	Decision: Conditional Consent Decision Date: 13/09/2023
Application No: 23/01100/FPH	Location: 4 Chapel Close Barkway Royston Hertfordshire SG8 8BY Applicant Name: Mr Mark Kingston Description: Part two storey and part single storey side extension	Decision: Withdrawn Decision Date: 12/09/2023
Application No: 23/01241/DOC	Location: Flint Hall Farm London Road Royston Hertfordshire SG8 9LX Applicant Name: Mr Charles Worthington Lowden Construction Ltd Description: Details reserved by condition 16 (Fire Hydrant consideration) of planning permission reference no 20/00637/FP granted on 22.01.2021	Decision: Approval of Details Decision Date: 07/09/2023
Application No: 23/01367/DOC	Location: Land Development Site Off Station Road Ashwell Hertfordshire Applicant Name: Matthew Homes Ltd Description: Details reserved by condition 17 (Environmental Risk Assessment) of planning permission reference no. 20/03070/FP granted on appeal on 22.03.2022.	Decision: Approval of Details Decision Date: 13/09/2023
Application No: 23/01529/FPH	Location: 15 Shrubbery Grove Royston Hertfordshire SG8 9LJ Applicant Name: Mr&Mrs Eliot Description: Single storey front extension, insertion of no.2 rooflights to existing front roofslope and no.2 dormers to existing rear roofslope to facilitate conversion of loftspace into habitable accommodation including raising the existing ridge height of the dwelling and chimney stack and render to existing exterior brickwork (amended description of proposed works 27/07/2023).	Decision: Conditional Permission Decision Date: 07/09/2023
Application No: 23/01676/TPO	Location: Land Between Hampshire Road And Baldock Road Royston Hertfordshire SG8 9FT Applicant Name: Mr Bourne Redrow Homes Description: Various trees - Fell to ground level	Decision: Withdrawn Decision Date: 08/09/2023
Application No: 23/01677/FPH	Location: 61 Gaunts Way Letchworth Garden City Hertfordshire SG6 4PL Applicant Name: Mr Aaron Albon Description: Erection of front porch and part single storey part two storey front extension following demolition of existing front porch.	Decision: Refused Decision Date: 12/09/2023
Application No: 23/01698/FP	Location: Land Adjacent To 48 Hitchin Road Weston Hertfordshire Applicant Name: Mr Fursland Description: Erection of one detached 4-bed dwelling to include garage in basement, landscaping and creation of vehicular access onto Hitchin Road.	Decision: Refused Decision Date: 07/09/2023

EAST TEAM

Application No: 23/01704/DOC	Location: The Stables Howells Farm Halls Green Weston Hitchin Hertfordshire SG4 7DZ Applicant Name: Mrs Laura Henderson Description: Details reserved by Condition 3 (Materials samples) of planning permission 22/02328/FPH granted on 17.11.2022.	Decision: Approval of Details Decision Date: 13/09/2023
Application No: 23/01730/LDCP	Location: 37 Cherry Drive Royston Hertfordshire SG8 7DL Applicant Name: Mrs Polly Smith Description: Single storey rear extension and insertion of side elevation door to existing garage to facilitate conversion into habitable accommodation.	Decision: Granted Permission Decision Date: 13/09/2023
Application No: 23/01738/FPH	Location: 17 Haselfoot Letchworth Garden City Hertfordshire SG6 4DE Applicant Name: Mr David Adam Description: Single storey rear extension.	Decision: Conditional Permission Decision Date: 07/09/2023
Application No: 23/01787/FPH	Location: 21 Bidwell Close Letchworth Garden City Hertfordshire SG6 1QR Applicant Name: Mr Matthew Scarfe Description: Front porch extension.	Decision: Conditional Permission Decision Date: 11/09/2023
Application No: 23/01788/FPH	Location: Blackberry Barn Loves Lane Ashwell Baldock Hertfordshire SG7 5HZ Applicant Name: Mrs Harleen Strachan - Deol Description: Single storey side/rear extension to connect cottage and annexe buildings and insertion of rooflights to annexe roofslope.	Decision: Conditional Permission Decision Date: 12/09/2023
Application No: 23/01808/LDCP	Location: 7 Broadcroft Letchworth Garden City Hertfordshire SG6 3UA Applicant Name: Mr & Mrs Sunny Janjua Description: Single storey rear and front porch extensions. Alterations to existing first and ground floor fenestrations.	Decision: Granted Permission Decision Date: 13/09/2023
Application No: 23/01914/TCA	Location: 13 Shott Lane Letchworth Garden City Hertfordshire SG6 1SD Applicant Name: Miss Virginia Brown Description: T2 Cherry - Reduce by approx 25% to suitable growth points	Decision: No Objection Decision Date: 13/09/2023
Application No: 23/01918/TCA	Location: 35 Silver Street Ashwell Baldock Hertfordshire SG7 5QH Applicant Name: Lesley Jackson Description: T1 Conifer - Height reduction 2.5m, side reduction 1m, crown lift 3m	Decision: No Objection Decision Date: 08/09/2023
Application No: 23/01936/TCA	Location: 11 Shott Lane Letchworth Garden City Hertfordshire SG6 1SD Applicant Name: Miss Virginia Brown Description: T1 Ash - Prune back the lateral growth to the boundary to suitable lateral growth points.	Decision: No Objection Decision Date: 13/09/2023
Application No: 23/02054/LDCP	Location: Colt House Southern Green Rushden Buntingford Hertfordshire SG9 0SS Applicant Name: Trustees of Captain Jeremy James Description: Class A Development A Erection of single storey east and west side elevation extensions and the single storey rear extension. Class B Development B Insertion of two dormer windows to the existing rear roof slope. Class D Development C Erection of a front porch. Class E Development D Erection of a detached outbuilding for use as a triple garage.	Decision: Granted Permission Decision Date: 13/09/2023

WEST TEAM

WEST TEAM

Application No: 21/01171/DOC	Location: North Hertfordshire College Cambridge Road Hitchin Hertfordshire SG4 0JD Applicant Name: * CALA Homes (North Home Counties) Ltd Description: Details reserved by Condition 31 (Access to St Michael's Road) as attached to Planning Application 20/00073/FP granted on 29.03.2021	Decision: Approval of Details Decision Date: 08/09/2023
Application No: 22/02579/DOC	Location: North Hertfordshire College Cambridge Road Hitchin Hertfordshire SG4 0JD Applicant Name: Mr Neil Farnsworth CALA Homes (North Home Count Description: Details reserved by Condition 32- Before first occupation of the residential development, additional plans must be submitted which show improvement works to the shared path link between the site and Chaucer Way, this information will also include a timetable for the completion of the works. The works shall include widening of the path, resurfacing, lighting and provision of a dropped kerb crossing to each side of Chaucer Way (relating to planning permission 20/00073/FP granted 29.03.2021)	Decision: Approval of Details Decision Date: 08/09/2023
Application No: 22/03072/DOC	Location: Westons Motors Ltd Cambridge Road Hitchin Hertfordshire SG4 0JJ Applicant Name: Susannah Hanna Description: Details reserved by Condition 22- Boundary treatments (relating to planning permission 21/01834/FP granted 21.07.2022)	Decision: Approval of Details Decision Date: 13/09/2023
Application No: 23/01457/FPH	Location: 237 Cleveland Way Great Ashby Stevenage Hertfordshire SG1 6BX Applicant Name: Mrs Tara Jackson Description: Porch infill extension and Insertion of first floor window to front elevation	Decision: Conditional Permission Decision Date: 07/09/2023
Application No: 23/01498/DOC	Location: Land Adjacent To Dungarvan Back Lane Preston Hertfordshire Applicant Name: Mr Nathan Craker Elivia Homes Description: Details reserved by Condition 19 (Solar panels) of planning permission 21/02632/FP granted on 14.07.2022	Decision: Approval of Details Decision Date: 13/09/2023
Application No: 23/01643/S73	Location: Sue Ryder Care Stagenhoe Park St Pauls Walden Hitchin Hertfordshire SG4 8BY Applicant Name: Sue Ryder Description: Removal of condition 2 (this consent shall enure for the benefit of the Sue Ryder Foundation Limited only) of planning permission 210/69 granted 17/07/1969 for Change of use from residential school to Sue Ryder Home and Administrative Headquarters of Sue Ryder Homes Charity	Decision: Conditional Permission Decision Date: 13/09/2023
Application No: 23/01650/FPH	Location: Thistley Farm Thistley Lane Gosmore Hertfordshire SG4 7QT Applicant Name: Ms & Mr Victoria and Nathaniel Webster and Whitley Description: Installation of two freestanding air source heat pumps and one freestanding air conditioning condenser	Decision: Conditional Permission Decision Date: 11/09/2023
Application No: 23/01716/FPH	Location: 13 Orlando Close Hitchin Hertfordshire SG4 9LF Applicant Name: Claire & Julian Parrish & Young Description: Single storey side/rear extension and part front extension, attached rear pergola and replacement fencing on East boundary following removal of existing outbuildings. Alterations to fenestration.	Decision: Refused Decision Date: 13/09/2023
Application No: 23/01717/LDCP	Location: 14 East Street Lilley Luton Hertfordshire LU2 8LW Applicant Name: Catherine Windsor Description: Siting of a mobile home for ancillary purposes to the main dwelling	Decision: Granted Permission Decision Date: 13/09/2023

WEST TEAM

Application No:
23/01772/LDCE

Location: 62 Purwell Lane Hitchin Hertfordshire SG4 0NG

Applicant Name: Ms Anastasiya Gorbunova

Description: Confirmation of use of property as a Class C3 dwellinghouse.

Decision:

Granted Permission

Decision Date:
13/09/2023