

## NORTH HERTS COUNCIL

WEEK ENDING FRIDAY 29 MARCH 2024

# MEMBERS' INFORMATION

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

# NEWS AND INFORMATION

## AGENDA & REPORTS

### PUBLISHED WEEK COMMENCING 25 MARCH 2024

Planning Control Committee – 11 April 2024

### FORTHCOMING MEETINGS WEEK COMMENCING 1 APRIL 2024

No meetings

### UPCOMING CHAIR'S ENGAGEMENTS FROM FRIDAY 29 MARCH 2024

Date	Event	Location
Wednesday 3 April 2024	Dacorum Mayor's Classic Pub Evening	Three Blackbirds Flamstead
Friday 5 April 2024	Read Easy Stevenage and North Herts	Letchworth Settlement

### UPCOMING VICE-CHAIR'S ENGAGEMENTS FROM FRIDAY 29 MARCH 2024

Date	Event	Location
	None	

### UPCOMING OTHER EVENTS FROM FRIDAY 29 MARCH 2024

Date	Event	Location
	None	

## ENTERPRISE

### An overview of the Shared Prosperity Fund Programme 2024/5

The Shared Prosperity Fund (SPF) programme was originally designed to replace the 'EU funding' and is administered by the Department for Levelling Up, Housing and Communities. The fund has been in operation for two years, and North Herts has received a total of £550K over the last two financial years to spend on projects/programmes within the community according to the criteria set. To date, the money has been spent on Town Centre improvements, outdoor exercise equipment and enabled various programmes at our sports centres, helping those who could benefit most from fitness improvement. The fund has also supported the 'Moving Forward Together' programme, which focuses on developing the Voluntary, Community and Social enterprises in the district, and helping those who have become disengaged from society. The money has also contributed to more general support for business and skills development through the Local Enterprise Partnership and Herts County Council.

As we move into the third and final tranche of SPF money, a proposal detailing the 2024/5 spend has recently been endorsed and approved by the Leadership, Political Liaison Board and Cabinet (19<sup>th</sup> March 2024). The report also sets out how each project will be approved via delegated authority by relevant Service Director and Executive Member. This will enable a more robust approval process for this programme going forward.

The total allocation for 2024/5 is for £950K, which has been allocated across the Council service areas. Please see below for a further explanation of the suggested spend allocation for 2024/5 of the balance of £510K after previously planned expenditure on the continuation of the outdoor exercise equipment programme, 'Moving Forward Together', the HCC/LEP business and skills support programmes and Town centre improvements already in the pipeline have been accounted for:

<b>Project Title</b>	<b>Suggested Spend</b>
1) Towns Centre Improvements Programme	£90,000
2) Parishes and Community Projects	£210,000
3) Solar for Business Project	£95,000
4) Visit Herts Membership	£5,000

5) Herts Film Office Membership	£10,000
6) Healthy Hub and Health Inequalities Schemes	£100,000
Total	£510,000

- 1) As above, £90K has been set aside exclusively for Town Centre Improvements.
- 2) The new fund of £210K will be available to Parishes, community groups and others to help fund projects that they may have. The projects can be capital or revenue spend but will have to provide outputs and outcomes. Any match funding in cash or kind will be considered as a bonus when projects are selected for funding. Towns centre projects will also be eligible to apply for this funding depending on the number of applications received from Parishes etc.
- 3) We are also part-funding the 'Solar for Business Pilot Project'. Under this scheme, the Council will supply and install solar panels at high energy use to selected businesses in North Herts. As a result of this, the businesses will receive a reduced electric bill, the Council gain a small return and carbon emissions are reduced. The SPF will be contributing £90K towards the project, to cover start-up costs and to provide initial capital investment into the scheme.
- 4) We propose to rejoin Visit Herts as members for one year at a cost of £5K. By doing this, the membership will enable the Council to create a viable destination management programme aimed at increasing the dwell time and spend within our District, by signposting visitors to established venues, our local hospitality and leisure activities available.
- 5) The £10K contribution will be in conjunction with the Local Enterprise Partnership. This membership will provide us with additional services that align with our ambitions to get more value added from the film and media industries and promote the district beyond being just a desirable location to shoot movies. The intention is to continue our partnership with FamePro (who often work alongside the Herts Film Office anyway) and enhance our film presence (and income) by also onboarding Herts Film Office.
- 6) Lastly, we are proposing a contribution of £100K to the Healthy Hub and Health Inequalities Schemes to assist with the funding HCC have provided. This will embed a place-based health inequalities programme that tackles the most significant health inequalities across our district and works alongside our Leisure and Active Communities Service who seek to bring a comprehensive physical activity offer to all residents.

We will be producing a timetable, guidance and application forms for the Parish and Community Groups fund in April/May 2024 and anticipate funding to commence in the summer 2024, Details of the Solar for Business Pilot will also be available shortly.

For more information on this subject, please contact either:

Andrew Figgis  
Economic Development Officer

Tel: 01462 474 477  
Email : [andrew.figgis@north-herts.gov.uk](mailto:andrew.figgis@north-herts.gov.uk)

**Or**

Chloe Gray – Enterprise Manager  
Tel : 01462 474223  
Email : [chloe.gray@north-herts.gov.uk](mailto:chloe.gray@north-herts.gov.uk)

**LEGAL AND COMMUNITY  
SAFEGUARDING**

# **MEMBERS INFORMATION NOTE**

## **Safeguarding Training**

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

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

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

The levels of training are:

### **Basic**

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

### **Advanced**

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

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

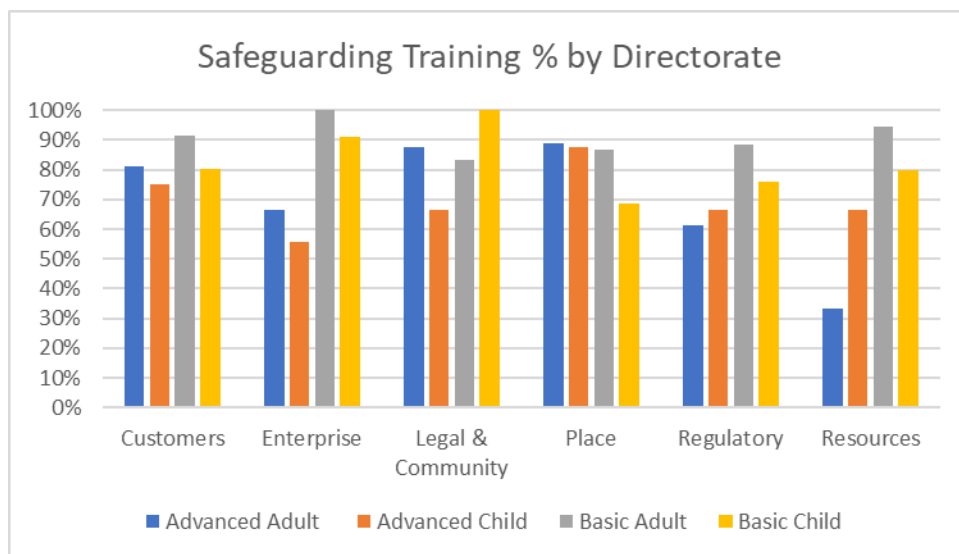
- Basic Child – Wednesday 5<sup>th</sup> June 2024

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

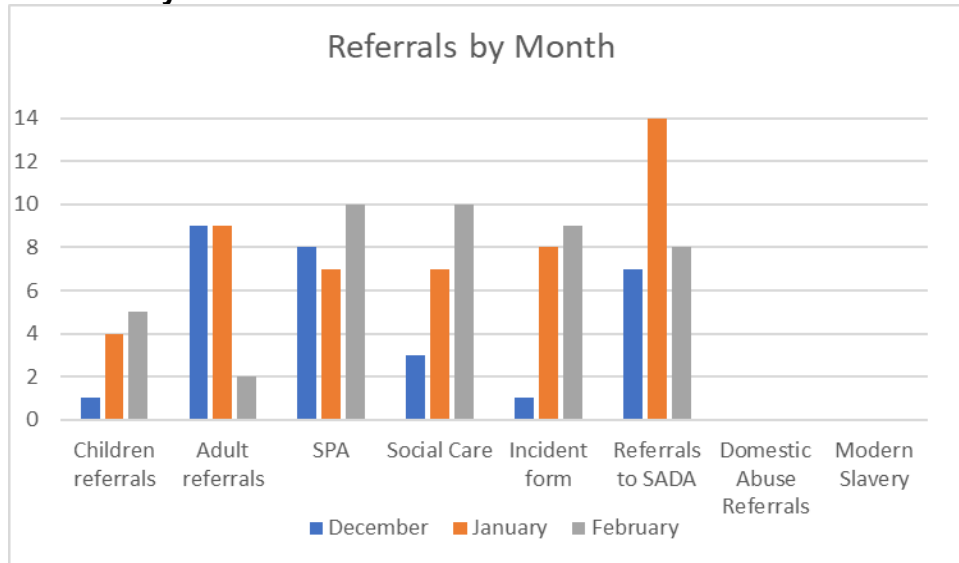
**Members safeguarding training compliance per requirement: (based on 49 Members)**

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

**Safeguarding training by directorate:**



## Referrals by month



### Safeguarding Updates- February 2024

- 36 referrals were received into safeguarding in February. Of those referrals submitted to HCC and out of county;
- 8 referrals accepted.
- 5 referrals were not accepted.
- 14 external referrals, no feedback received at time of report.
- 9 internal incident forms only.
- In addition, NHC submitted 8 referrals to SADA.

### External Boards HSCP & HSAB

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

### Children's Services Referrals

Webpage has been launched by Hertfordshire Children's Services to support professionals who are considering making a referral for a child and family. This brings the Continuum of Need alive when thinking about the level of need a child and family are experiencing.

Visit [Professionals – report a concern about a child or young person | Hertfordshire County Council](#)

The launch of a new online referral portal and form has been delayed due to an unconnected ICT issue. The new go live date for the online referral and portal is Tuesday 21 May 2024.

May 15<sup>th</sup>, 2024, at midday is benchmarked for a pre-launch event where there will be a demonstration of the online referral portal and form and communication on this will be shared nearer the date.

Children's Services are intending to move professional referrals over to the online portal for all referrals from Monday 3 June 2024.



Continue to use the existing online referral form when referring to Children Services.

### **HSAB and HSCP Spring Newsletter**

The spring newsletter can be viewed here. [HSCP HSAB Joint E Newsletter Spring 2024 \(hertfordshire.gov.uk\)](#)

Highlights are:

- The DfE published a new edition of its statutory guidance Working Together to safeguard children in December 2023. [Working together to safeguard children - GOV.UK \(www.gov.uk\)](#)
- New Children's Social Care National Framework brings together the purpose, principles, enablers, and outcomes that should be achieved in children's social care. [Children's social care: national framework - GOV.UK \(www.gov.uk\)](#)
- The first national kinship strategy, Championing Kinship outlines support for kinship carers to provide loving and stable homes for children.
- Data strategy that plans to transform children's social care data, including improved information sharing. [Children's social care: data and digital strategy - GOV.UK \(www.gov.uk\)](#)
- HSAB is working with the Centre for Age Gender and Social Injustice to deliver new training based around older people and domestic abuse. These can be accessed [Hertfordshire Safeguarding Children Partnership - Learning Management System \(event-booking.org.uk\)](#). More information and resources can be viewed here [Resources - Centre For Age Gender and Social Justice \(dewischoice.org.uk\)](#)
- Cuckooing awareness campaign identified that that training is the best method of improving knowledge and reporting processes. Training will be developed to improve awareness and the reporting pathway of cuckooing.
- One stop Cuckooing website developed as a hub for all cuckooing related needs for the public and professionals [What is Cuckooing? | Hertfordshire County Council](#)
- Guidance document on adults lived experience is available to view [Lived Experience of the Adult Practice Guidance \(hertfordshire.gov.uk\)](#)

### **Samaritan – Small Talk Saves Lives Campaign**

The next phase of the Samaritans Small Talk Saves Lives was launched in partnership with the BTP and NWR. This campaign encourages passengers and the wider public to trust their instincts and start up a conversation if they see someone who needs help in the railway environment and other public settings.

Please visit for further details [Small Talk Saves Lives | Campaigns | Samaritans](#) and [Campaign Resource Centre \(networkrailcampaigns.co.uk\)](#)

### **Suicide Prevention VCSW Grant Funding**

Outcome has been published here. [£10 million to support suicide prevention - GOV.UK \(www.gov.uk\)](#)

£10 million was awarded to 79 charities across England and successful bidders in the East of England are:

- Brave Futures - £22,530 (Suffolk and Norfolk)
- CPSL Mind Ltd - £176,688 (Cambridgeshire, Peterborough, and South Lincolnshire)
- Druglink - £135,000 (Hertfordshire)

## **Mental Health First Aid Training (MHFA)**

HCC are funding free Mental Health First Aid Training for volunteers and staff at foodbanks, community spaces, faith and community groups and front-line local authority staff. The training is in being delivered in partnership by Viewpoint. The courses are held across 4 days, with half a day on each of the allocated dates. The sessions are on Zoom, and you will need to attend a full course to receive the MHFA accreditation.

Courses are:

### **COURSE 1: April-May 2024**

Tuesday 30th April, 0930-1315

Wednesday 1st May, 0930-1315

Tuesday 7th April, 0930-1315

Wednesday 8th May, 0930-1315

### **COURSE 2: June 2024**

Tuesday 4th June, 0930-1315

Thursday 6th June, 0930-1315

Tuesday 11th June, 0930-1315

Thursday 13th June, 0930-1315

### **COURSE 3: September 2024**

Tuesday 10th September, 1300-1645

Friday 13th September, 1300-1645

Tuesday 17th September, 1300-1645

Friday 20th September, 1300-1645

### **COURSE 4: November 2024**

Monday 4th November, 1300-1645

Thursday 7th November, 1300-1645

Monday 11th November, 1300-1645

Thursday 13th November, 1300-1645

To register please contact Viewpoint on [info@hertsviewpoint.co.uk](mailto:info@hertsviewpoint.co.uk) or 01707 386136.

## **Suicide Bereavement Training**

This has been commissioned by Hertfordshire and West Essex Integrated Care System and there are online and face to face sessions that is being delivered by Harmless. More information on the course and course dates can be viewed here

[Suicide Bereavement Training - Herts & West Essex](#)

For more information please contact:

Name: Lisa McDonald

Title: Interim Safeguarding Team Leader

Tel: 01462 474 143

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

# Do you know where your polling station is?

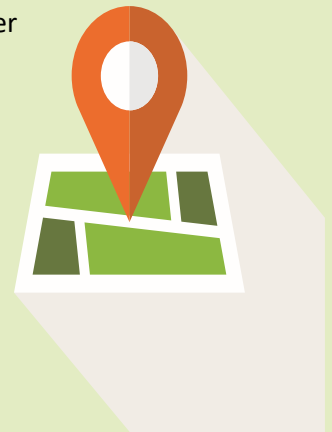
To find yours, visit:  
[wheredoivote.co.uk/](http://wheredoivote.co.uk/)

## Polling Station Changes

Please be aware that your Polling Station may have changed since the last election as we have recently conducted a review of polling districts and places. Your Poll Card will detail your polling station for this election.

Alternatively, you can use our online polling station finder tool at:  
[www.north-herts.gov.uk/polling-stations](http://www.north-herts.gov.uk/polling-stations)

Or scan the QR on your mobile phone or tablet using your camera:



You need  
photo ID  
to vote at  
a polling  
station

No ID? You can apply for free voter ID

Find out more at

[electoralcommission.org.uk/voterID](https://electoralcommission.org.uk/voterID)

or call 0800 328 0280



On **Thursday 2 May 2024**, elections are taking place for all wards of North Hertfordshire District Council, the Hertfordshire Police and Crime Commissioner and some parish councils.

## Register to Vote

**Your Vote Matters!** Don't miss out - ensure that you are registered to vote so you are able to vote at all elections taking place in 2024.

Registering only takes a few minutes and the easiest way to register is online at: [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote). You will need your National Insurance Number to hand.

## Polling Station Changes

Please be aware that your Polling Station may have changed since the last elections as we have recently conducted a review of polling districts and places. Your Poll Card will detail your polling station for this election.

Alternatively, you can use our online polling station finder tool at:

[www.north-herts.gov.uk/polling-stations](http://www.north-herts.gov.uk/polling-stations)

## Voter ID

You will need to bring photo ID to be able to vote at a polling station. A wide range of photo ID will be accepted, including passports, driving licences and cards with a PASS Mark.

If you don't have an accepted form of photo ID, you can apply for a free voter ID document known as a Voter Authority Certificate.

Visit [electoralcommission.org.uk/voterID](http://electoralcommission.org.uk/voterID), call **0800 328 0280**, or scan the QR code below to find out more about Voter ID, including:

- **What will happen at the polling station**
- **The full list of accepted forms of photo ID**
- **How to apply for a Voter Authority Certificate (if you need one)**



## Council Activity

### Home Upgrade Grant Phase 2 (HUG2)

Home Upgrade Grant Phase 2 is live and details can be found on our webpage. [Home Upgrade Grant Phase 2 | North Herts Council \(north-herts.gov.uk\)](#)

Residents can sign up via the HUG website or by calling the Energy Saving Trust. Mailouts are going to target areas as well as posters distributed to stakeholders across the district. Following a policy review, the annual household income threshold for eligibility has now been raised to £36,000, increasing the number of eligible residents. We have been marketing this change and are engaging with residents and stakeholders.

### Solar Together

The second round of Solar Together has now closed. 185 households in North Herts have accepted their solar pv recommendation. The price achieved for the average 14-panel system within this scheme is 34% cheaper than the typical market price for an equivalent system. Installations have now begun, with 297 completed in Hertfordshire so far and 50 installations completed in North Herts. [Solar Together | North Herts Council \(north-herts.gov.uk\)](#)

### Climate Hive Engagements

The Climate Hive now has 355 subscribers and we continue to update users with the latest climate activity such as HUG2 updates, funding and skills opportunities, Food Waste Action Week and Earth Hour.

### Local Nature Recovery Strategy

£5,000 is available for all Hertfordshire District and Borough councils from Hertfordshire County Council (HCC) for engagement activities to contribute towards Local Nature Recovery. We are engaging with colleagues at HCC on how best to use this.

### Cabinet Panel on the Environment

The last Cabinet Panel on the Environment of the civic year was held on 20<sup>th</sup> March and focussed on Achievements of the past year. Presentations were given on Solar for Business, Greenspace and Wilding and Waste on the FlexCollect trail. Meeting can be watched [here](#).

### Public Sector Decarbonisation Scheme (PSDS)

Work is ongoing to set up the project board.

### Solar for Business

Support was agreed at the March Cabinet meeting for allocating £95,000 of funding from the UK Shared Prosperity Fund along with a recommendation of a capital allocation of £518,000 to set up a pilot scheme by Full Council. This will be taken to Full Council in April.

### Community Investment Fund

The [winners of awards](#) from the Community Investment Fund included Green Heat Coop for development and launch of a home energy and retrofit advice service, Baldock Allotment and Leisure Gardeners Association towards redeveloping land in Baldock to create 30 half-plots to meet local demand and Create Community and Green Care at Norton to employ a volunteer manager and to improve grounds maintenance.

## Local Events

### Plight of the BumbleBee Talk

Letchworth Organic Gardeners present 'The Plight of the Bumblebee' - a talk by Holly Pringle from the Bumblebee Conservation Trust. Also talks about local initiatives by North Herts Council and local beekeeper Gary Hammond as well as plant stalls, refreshments and a raffle. Saturday 20<sup>th</sup> April 2-5pm. Talk starts at 3pm. Free Church Hall, Leys Avenue, Letchworth. More info and admission prices [here](#).

### Bee Part of it Project

John O'Conner are hosting an event for the 'Bee Part of it' Project on the 13<sup>th</sup> April at Howard Park in Letchworth, 10am-2pm. They are keen to get photos of bee friendly activities including bee friendly gardens and bee creations – send yours to [beepartofit@johnoconner.co.uk](mailto:beepartofit@johnoconner.co.uk)

*For queries or comments, please contact the Policy & Strategy Team at [environmentpanel@north-herts.gov.uk](mailto:environmentpanel@north-herts.gov.uk)*

## Sustainability Tips

### Plastic Free & Sustainable Products

Disposable nappies, incontinence products and period products all create a lot of waste, so switching to reusables make sense, for your wallet and the planet!

There are lots of options to choose from when it comes to reusable products, and Hertfordshire Residents can apply for a 15% discount on a selected range of nappy, incontinence and period products, catering for the whole family.

For more information and to apply for discounts:

[Herts Sustainable Periods](#)  
[Herts Confident Continence](#)  
[Herts Reusable Nappies](#)



### HEAT Energy App

The HEAT Herts Energy Advice Tool, an energy saving app continues to be available for residents to download and use. The app is designed to take residents through their home and fill in a survey to identify how they can reduce their energy usage in order to save money on bills and help the environment.

The app is available for both Android and iOS users:

[Download the HEAT app for Apple devices](#)



[Download the HEAT app for Android devices](#)



## Headlines

### Car Clubs forced to close

Up to [40 community car clubs](#) across the UK could be forced to close after the last insurance company covering the groups announced it was pulling out of the sector. Although the car clubs offer a greener alternative to fully owned cars, especially for those living in rural areas, insurers say driver risk is difficult to measure.

### Supermarket EV chargers on the rise

Britain's supermarkets collectively added around [1,200 EV chargers](#) to stores in 2023, amounting to more than one in ten locations with charging facilities. Data from Zapmap and the RAC found 93% of chargers added to supermarkets in the last year were rapid or ultra-rapid chargers and one in three EV drivers regularly stop at supermarkets to charge.

# Community & Partnerships Executive Member briefing – March 2024

## Community & Licensing

### Community Safety

- Mobile CCTV deployment has had to be suspended in North Herts (and other LA districts in Hertfordshire) due to the recently introduced requirements for all posts to have an electrical safety survey before deployment. Hertfordshire CCTV partnership and Ringways/HCC are working to try and resolve the issue as soon as practicable but is likely to take until June 2024. We are unsure as to what implications this will have post June with additional costs for obtaining safety certificates.
- The recent ASB case review that was held at the request of a resident in Breachwood Green went for a further review by the Responsible Authorities Group as the complainants were unhappy with the outcome of the initial review. The outcome of this appeal was that the original decision was upheld, and the appeal was dismissed.
- The injunction that was being obtained by NHC against two thirteen-year-old boys was heard on the 14 February 2024 at St Albans Youth court. Despite six breaches of the interim injunction being evidenced by police and CCTV footage, the judge declined to find in favour of NHC and the injunction was dismissed.
- There is another ASB case review request for an address in Letchworth. This involves a vulnerable female who feels she is being stalked by a neighbour with no positive action by settle or the police. This is in the initial stages of investigation and the female has been offered (and accepted) a managed move.
- NHC worked closely with the Haven outreach worker to clear and remove the unlawful tent encampment by the war memorial outside Letchworth train station. The individual is now currently residing in Stevenage and still receiving outreach support.

## Democratic Services

### Committee Services

- The Scrutiny Officer commences the role on 26 March.
- The Chair's Event and Awards Ceremony was a great success. Nearly £2k for raised from the silent auction and raffle for the two charities. A significant amount of work went into organising the event.
- Mod.Gov User Group (Committee Management software system) – have been hosted at North Herts Council. Councils from far and wide attended the event was both in person and hybrid.
- Continuing to work on a light touch Outside Organisations review ahead of Annual Council 2024.
- The Member's Induction has been finalised and is included on the Council's website.

### Electoral Services

- The Electoral Commission visited on 7 March – they visit every 18 months/2 years.
- Continue to deal with the challenges of the Elections Act procedures, particularly regarding overseas electors which are being implemented via the ERO Portal. New functionality is expected soon to alleviate issues.
- The Apprentice has started a project to encourage Overseas electors to apply (and apply early) for their Absent Vote. Of all the new registrations since the franchise changes took effect, only 10% have also applied for a postal or proxy vote.
- Neighbourhood Planning Referendums for Ickleford and Wallington - 14 March. Postal Voting packs have been despatched and staffing arrangements for polling stations and the count are in place.
- May 2024 elections - Candidate and Agent Briefing have been held which included information regarding changes because of the Elections Act as well as other essential information such as nomination papers. Resources will be shared with all candidates and agents.
- Working on some urgent changes to polling stations, particularly in Little Wymondley where the regular station has now become unavailable at short notice for the May elections and beyond. We have consulted members of the Parish, District and County Council for the area as well as undertaking site visits. Decided that the best option was to merge the polling station with Great Wymondley Village Hall.
- Staffing for the May elections – all Presiding Officers have been appointed (subject to any dropouts). Plans for Postal Vote Opening and the count are also progressing well.
- We continue to make contingency arrangements for the upcoming parliamentary elections and have been in contact with all our polling station venues, as well as considering some options for the planning of the count with a view on the additional constituency that the Returning Officer is now responsible for.

## Policy & Community Services

### Policy, Community & Partnerships

- Throughout February, we have been busy coordinating various partnership networks and events and the provision of ongoing Community and Member support.
- Ongoing facilitation of the last Area Forum meetings and councillor's surgeries in the civic year.
  - Attended various groups and networking opportunities including Parish council meetings, Grange, Wilbury and Jackmans Network meetings, Royal

- British Legion, Hitchin Rotary, Hitchin Pantry, CDA for Herts to progress community café to promote digital inclusion, various school visits with Councillors and Ward Walks, successful North Herts Heroes event, ongoing support to VCSE All about Us conference and Placemaking Plan workshops in partnership with key partners (Letchworth Garden City Heritage Foundation and Centre for Voluntary Services), North Herts Wellbeing network and Royston Environmental Group AGM.
- Ongoing work to provide updates on the Climate Hive Engagement page – including Solar together updates for residents, various funding, skills, and sustainability tips (including thermal cameras and energy apps) HUG2 promotion, Hertfordshire Sustainability survey.
  - Community Investment Fund, funds release and publicity.
  - Ongoing work for the Public Sector Decarbonisation Scheme (PSDS) application.

### Community Wellbeing

The Healthy Hub drop-ins are now scheduled to the end of March 2024. Further information can be found [HERE](#).

- First filming session for HSF4 at a children's cooking session in Letchworth.
- Final cooking for carers sessions took place mid-February with follow up action to continue food education programme.
- Healthy Hub delivering various family session in Hitchin, Knebworth, Letchworth and Royston throughout the month.
- Working to establish a Royston Wellbeing network to complement the North Herts Wellbeing network.
- Planning various exercise activity events and programmes for 2024.
- Organisation of Creative Fun with Numbers session for families with Communities 1st - to be held in Letchworth late March.
- Monthly family cookery session taking place in Hitchin, fortnightly cooking with carers and two cooking sessions delivered for adults with learning disabilities.

### Safeguarding

- Attendance at HCC Safeguarding district wide meeting (both Adults Board and Children Partnership) to share best practice and updated referral process.
- Review of self-paced line safeguarding courses.



## 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 continue to run a Horsebox Coffee Shop from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 inclusive at Priory Memorial Gardens, Royston.

**2. DECISION TAKER**

2.1. Andrew Mills, Service Manager Greenspace

**3. DATE DECISION TAKEN:**

3.1 26<sup>th</sup> March 2024

**4. REASON FOR DECISION**

4.1 To support the organisers to provide a resource 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 outside North Herts.

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

6.1 Consultation has been undertaken with colleagues in Property Services and 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 Application form and supporting documents.

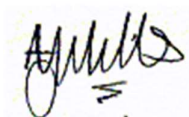
**17. APPENDICES**

17.1 None

**NOTIFICATION DATE - 29<sup>th</sup> March 2024**

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

**Date .....26<sup>h</sup> March 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

SERVICE DIRECTORATE: *PLACE*

### **1. DECISION TAKEN**

- 1.1 To approve an Ice Cream Concession (Steve's Ices) at Howard Park & Gardens, Letchworth Garden City from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025.

### **2. DECISION TAKER**

- 2.1. Andrew Mills, Service Manager Greenspace

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

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

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

- 4.1 To support the organisers to provide a resource for the whole community.

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

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

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

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

### **7. FORWARD PLAN**

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

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

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

### **9. LEGAL IMPLICATIONS**

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

### **10. FINANCIAL IMPLICATIONS**

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

### **11. RISK IMPLICATIONS**

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

**12. EQUALITIES IMPLICATIONS**

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

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

**13. SOCIAL VALUE IMPLICATIONS**

13.1 The event is open to everyone.

**14. ENVIRONMENTAL IMPLICATIONS**

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

**15. HUMAN RESOURCE IMPLICATIONS**

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

**16. BACKGROUND PAPERS**

16.1 None

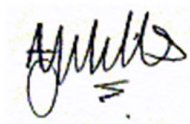
**17. APPENDICES**

17.1 None

**NOTIFICATION DATE - 29<sup>th</sup> March 2024**

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

**Date .....26<sup>th</sup> March 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.**

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Planning Control Committee held in the Council Chamber, District Council Offices, Letchworth Garden City on Thursday, 21st March, 2024 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Daniel Allen, Louise Peace, Ian Moody, Sean Nolan and Terry Tyler.

Having given due notice Councillor Steve Jarvis substituted for Councillor Peace, Councillor Ian Mantle substituted for Councillor Allen, Councillor Dave Winstanley substituted for Councillor Nolan and Councillor Michael Muir substituted for Councillor Moody.

### 2 MINUTES - 15 FEBRUARY 2024

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 15 February 2024 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 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 clarified matters for the registered speakers.
- (4) The Chair advised that Section 4.8.23(a) of the Constitution applied to the meeting.
- (5) The Chair advised that agenda item 6, 23/00563/FP, had been deferred to a future meeting of the Committee to allow the Council to consider late information submitted to Members of the Planning Control Committee by the applicant and the Planning Authority was considering its own independent legal advice.

### 5 PUBLIC PARTICIPATION

The Chair confirmed that the registered speakers were in attendance.

### 6 23/00563/FP LAND ON THE SOUTH OF, OUGHTONHEAD LANE, HITCHIN, HERTFORDSHIRE, SG5 2NA

The Chair confirmed that agenda item 6, 23/00563/FP had been deferred to a future meeting of the Committee.

7 **23/01947/FP THE ANCHOR, 84 CAMBRIDGE ROAD, HITCHIN, HERTFORDSHIRE, SG4 0JH**

**RESOLVED:** That application 23/01947/FP be **GRANTED** planning permission subject to the reasons and conditions set out in the report of the Development and Conservation Manager as amended by the Supplementary agenda and with the following additional Conditions 17 and 18 and the following amendment to informative 3 and the addition of informative 8.

“Condition 17:

*The retail unit hereby permitted shall not be open to customers and there shall not be any deliveries outside the hours of 07:00 until 23:00 Monday to Sunday and Bank Holidays.*

*Reason: In the interests of amenity in accordance with Policy D3 of the North Hertfordshire Local Plan 2011-2031.*

Condition 18:

*The development hereby approved shall be carried out in accordance with the submitted lighting scheme (Plan No. 020-16-E-01) and retained as such thereafter unless otherwise agreed in writing by the Local Planning Authority.*

*Reason: To ensure the development minimises light pollution and to protect wildlife and habitats in accordance with Policy NE4 of the North Hertfordshire Local Plan 2011-2031 and Section 15 of the NPPF (2023).*

Informative 3:

*It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence (such as the installation of a box junction or keep clear marks). Further information is available via the website <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/highways-roads-and-pavements.aspx> telephoning 0300 1234047.*

Informative 8:

*The applicant shall investigate a scheme of sustainability measures for the shop building, including the installation of solar panels. If sustainability measures are deemed to be feasible, they shall be implemented on site and retained thereafter.”*

8 **22/02628/FP LAND AT 1-36 FREEMANS CLOSE, HITCHIN, HERTFORDSHIRE**

**RESOLVED:** That application 22/02628/FP be **GRANTED** planning permission subject to the completion of a satisfactory Planning Obligation, with the applicant agreeing to extend the statutory period in order to complete the agreement if required and the reasons and conditions set out in the report of the Development and Conservation Manager with amended conditions 6, 7 and 9, and an addition to informative 5.

“Condition 6:

*Before commencement of the highways works and landscaping works relating to this development, additional plans shall be submitted and approved in writing by the Local Planning Authority which show the provision of pedestrian dropped kerbs and tactile paving across the site at all key junction points / pedestrian desire lines. The works shall be implemented as approved by this plan before first occupation.*

*Reason: So that all users of the development can safely, conveniently, and sustainably walk and wheel access the site, in compliance with paragraphs 110-112 of the NPPF, and Inclusive Mobility 2022.*

Condition 7:

*No dwelling forming part of the development shall be occupied until the bus stop along Westmill Road (120 metres south of Freemans Close) has been upgraded. The upgrade shall include build out of the kerbline to the Westmill Road carriageway edge (i.e. removal of the layby) and raised Kassel kerbing. Before first occupation of any part of the development, this work shall be completed.*

*Reason: To ensure residents and visitors of the development have the realistic option of travelling by local bus routes, and not a reliance on the private motorcar, in accordance with paragraphs 110 - 112 of the NPPF and in accordance with Policy T1 of the North Hertfordshire Local Plan (2011-2031).*

Condition 9:

*Before the development hereby approved is first occupied, all on site vehicular areas, including internal access roads, forecourts, garages, carports and external parking spaces, shall be accessible, surfaced, marked out and fully completed in accordance with the approved plans. Arrangements shall be made for surface water from the site to be intercepted and disposed of separately so that it does not discharge into the highway.*

*Reason: So as to ensure satisfactory parking of vehicles outside highway limits and to minimise danger, obstruction, and inconvenience to users of the highway and of the premises.*

Informative 5:

*A Sustainable Highway improvements/sustainable transport contribution of £24,640 (index linked to SPONS January 2019) is payable by a Planning Obligation."*

**9 21/01882/FP LAND EAST RHEE SPRING AND ORWELL VIEW, ROYSTON ROAD, BALDOCK, HERTFORDSHIRE**

**RESOLVED:** That application 21/01882/FP be **REFUSED** planning permission as the proposed development would make insufficient contribution towards meeting the District's affordable housing needs identified in the North Hertfordshire Local Plan 2011 to 2031 and therefore would conflict with the aims of Local Plan Policy HS2.

**10 23/01259/FP FRIENDS GREEN FARM, FRIENDS GREEN, DAMASK GREEN ROAD, WESTON, HITCHIN, HERTFORDSHIRE, SG4 7BU**

**RESOLVED:** That application 23/01259/FP be **GRANTED** planning permission subject to the reasons and conditions set out in the report of the Development and Conservation Manager.

**11 APPEALS**

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



**EAST TEAM**

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
<b>Ashwell Parish Council</b>		
24/00651/FPH	356 Design Ltd Mr David Wannerton 172A High Street, Stevenage, SG1 3LL	80 Ashwell Street Ashwell Baldock Hertfordshire SG7 5QU  Mr Thomas Wilcock  Two storey side extension, single storey rear extension, front porch extension and raised rear decking area following demolition of existing garage
24/00652/TCA		Bushel And Strike 15 Mill Street Ashwell Baldock Hertfordshire SG7 5LY  HBN. TREES HERTFORDSHIRE  T1 Sycamore - Crown reduce by up to 30%. T2 Sycamore - Removal of lower limb
<b>Baldock</b>		
24/00537/FP	Neil Gaskell Architects Mr Neil Gaskell 37 Whitehorse St, Baldock, SG7 6QF, United Kingdom	31 Hitchin Street Baldock Hertfordshire SG7 6AQ  Kirsten Wandlowsky  Change of Use from restaurant (Class E from the 1/09/2020) to C3 (residential) to create one 1-bed and one 2 bed flats. External window alterations to rear elevations.
24/00538/LBC	Neil Gaskell Architects Mr Neil Gaskell 37 Whitehorse St, Baldock, SG7 6QF, United Kingdom	31 Hitchin Street Baldock Hertfordshire SG7 6AQ  Kirsten Wandlowsky  Replacement double casement window to ground floor of rear courtyard and north-east courtyard elevations, together with refurbishment of mullion transom leaded light window on north-east courtyard elevation. Internal alterations.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 29/03/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 18/04/2024**

24/00610/FPH	Ms Laura Leeson 61 Boston House, Park Place, STEVENAGE, HERTS, SG1 1AZ	68 Chiltern Road Baldock Hertfordshire SG7 6LS  Ms Laura Leeson  Hip to gable roof extension to include insertion of rooflights to front roofslope and insertion of box dormer to rear roofslope to facilitate conversion of loftspace into habitable accommodation. Erection of single storey side and rear extension and front entrance porch. Alterations to fenestration, insertion of coursing to side gable wall at eaves level and formation of rear access steps following demolition of existing detached garage.
<b>Caldecote And Newnham Parish Council</b>		
24/00649/FPH	Mr Colin Eades Mr Colin Eades Rose Cottage,, High Street, Gosmore, HITCHIN, SG4 7QQ, United Kingdom	Caldecote Manor Caldecote Baldock Hertfordshire SG7 5LD  Mr Tim Farr  Erection of detached triple garage and garden store.
<b>Letchworth Garden City</b>		
24/00620/FPH	D.Chandler Architectural Design Ltd Mr Daniel Chandler 61 Geron Road, Letchworth, SG6 3HS, United Kingdom	6 Cowslip Hill Letchworth Garden City Hertfordshire SG6 4HL  Mr Ravi Aghera  Single storey side and rear extension following demolition of existing rear element and existing detached garage.
24/00633/FP	Pentangle Design Group Mr Gareth Leech Suite 1, 21 Bancroft , Hitchin, SG5 1JW, United Kingdom	34 Pasture Road Letchworth Garden City Hertfordshire SG6 3LS  Mr Jagtar Bachra  Erection of detached 6-bed dwelling with integral garage following demolition of existing dwelling.
24/00636/FPH	Miss Georgia Hayes Home Extension Team 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	235 Icknield Way Letchworth Garden City Hertfordshire SG6 4TX  Mr and Mrs Wakeman  Single storey rear and single storey side extension following demolition of existing rear conservatory and side element.
24/00655/TCA	Mrs Apryl Goodwin Settlegroup, Blackhorse Road, Letchworth Garden City, Hertfordshire, SG6 1HA, United Kingdom	18 High Avenue Letchworth Garden City Hertfordshire SG6 3QS  Mrs Apryl Goodwin  T1 Sycamore - Pollard away from Phone Lines

24/00697/TCA Other - Ground Control Ltd Ground Morrisons Superstore  
Control ltd - 597182 Broadway  
Kingfisher House, Radford Way, Letchworth Garden City  
Billericay, CM12 0EQ Hertfordshire  
SG6 3TS

Morrisons Superstore

Lime - Remove

24/00712/TCA Mr Mark Gibson 4Seasons 26 South View  
Specialist Tree Surgeons Ltd Letchworth Garden City  
19 Tansy Avenue, Stotfold, Hitchin, Hertfordshire  
SG5 4GJ SG6 3JJ

Mr Bradley Goding

T1-T4 Conifer - Removed.

### Royston Town Council

24/00632/FPH ArchiTech Ltd. Mr Richard 12 Newmarket Road  
Chambers Royston  
72 Lytton Avenue, Letchworth, SG6 Hertfordshire  
3HY, United Kingdom SG8 7DY

Mr and Mrs Kay

Erection of detached triple garage.

24/00637/FPH First Home Improvements Ltd Miss 5 Farrier Court  
tamera Brooks Royston  
Station Road Industrial Estate, Hertfordshire  
Lenwade, NR9 5LY, United Kingdom SG8 5FG

Mr Barnes

Replace existing front elevation window with a bay window and replace existing rear garage door with a window.

24/00643/FPH Allen Smith Associates Mr Allen 16 Palace Gardens  
Smith Royston  
Town Hall, The Green, Hunstanton, Hertfordshire  
PE366BQ, United Kingdom SG8 5AD

Mr & Mrs A Hiom

Two storey side extension, single storey rear and side extension, erection of front entrance canopy, insertion of rooflights to existing front and one rooflight and two box dormer windows to existing rear roofslope to facilitate conversion of loft space into habitable accommodation following demolition of existing rear conservatory.

24/00676/TPO Mr James Cantle Shire Tree limited 27 St Marys Park  
1A Trigg Way, Melbourn, Royston, Royston  
SG8 6HX Hertfordshire  
SG8 7XB

Steve Foley

G.1 Group of Elm and 1 Yew - Crown lift to provide 6m from floor level to give clearance to footpath and highway.

### Weston Parish Council

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 29/03/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 18/04/2024**

24/00600/FPH	Inigo Architecture Ltd Mr Neil Hansford The Firs, 81 Station Road, Lower Stondon, SG16 6JN	Rowan Butt Cottage Rowan Close Weston Hitchin Hertfordshire SG4 7BH  Mr Graham Smithard  Single storey side extension and single storey rear extension to existing garage. Front entrance porch and replace existing garage doors with windows to facilitate garage conversion. Replace existing front, side and rear flat dormer window roofs with pitched roofs. Erection of rear 1.8m fence, installation of rear patio area, vehicular crossover and associated hardstanding to provide additional parking.
24/00601/LBC	Inigo Architecture Ltd Mr Neil Hansford The Firs, 81 Station Road, Lower Stondon, SG16 6JN	Rowan Butt Cottage Rowan Close Weston Hitchin Hertfordshire SG4 7BH  Mr Graham Smithard  Single storey side extension and single storey rear extension to existing garage. Front entrance porch and replace existing garage doors with windows to facilitate garage conversion. Replace existing front, side and rear flat dormer window roofs with pitched roofs. Internal alterations to include partial removal of kitchen wall, erection of partition wall to stairs and alterations to bathroom and bedroom 3.

**WEST TEAM**

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
<b>Codicote Parish Council</b>		
24/00498/LBC	Mr James Smith 128 High Street, Codicote, SG4 8XE, United Kingdom	128 High Street Codicote Hitchin Hertfordshire SG4 8XE  Mr James Smith  Replace single-glazed 1st floor rear elevation bathroom casement window to new timber (Iroko) single-glazed window.
<b>Great Ashby Community Council</b>		
24/00666/LDCP	Mr Jamie Voss 207 Cleveland Way, Great Ashby, Stevenage, Hertfordshire, SG1 6BX	207 Cleveland Way Great Ashby Stevenage Hertfordshire SG1 6BX  Mr Jamie Voss  Replace existing front elevation garage door with window and insertion of rear window to facilitate garage conversion into habitable living space

**Hitchin**

24/00577/FP	James Isaac REDSHED DESIGN ARCHITECTS 45 Hoo Road, Meppershall, Shefford, SG17 5LP, United Kingdom	Land To The East Of Old Hale Way Hitchin Hertfordshire  MR. B PARKER  Side lean-to pole extension and external steps. Insertion of rear windows and solar panels to existing side roofslope to facilitate additional storage at first floor level.
24/00578/FP	Harcroft Consulting Mrs Leah Purvis 3 Highwold, Chipstead, Coulsdon, Surrey, CR5 3LG	5 - 6 High Street Hitchin Hertfordshire SG5 1BH  Barclays Bank plc  Installation of one Smart ATM and making good of wall surface following removal of two existing ATM's
24/00579/LBC	Harcroft Consulting Mrs Leah Purvis 3 Highwold, Chipstead, Coulsdon, Surrey, CR5 3LG	5 - 6 High Street Hitchin Hertfordshire SG5 1BH  Barclays Bank plc  Installation of one Smart ATM and making good of wall surface following removal of two existing ATM's
24/00582/FPH	Method Studio Architecture Ltd Mr Tom Crudgington Hylands House Stables, London Road, Chelmsford, CM2 8WQ, United Kingdom	28 Verulam Road Hitchin Hertfordshire SG5 1QE  Mr Richard Herring  First floor rear extension including juliet balcony and single storey rear extension following demolition of existing rear element. Insertion of rooflights to existing rear roofslope and alterations to fenestration
24/00590/FP	Scoot Studio Limited Mr Jason Scoot 27- 28, Sun Street, Hitchin, Hertfordshire, SG5 1AH	Garages Rear Of Garrison Court Mount Garrison Hitchin Hertfordshire  Mr Tim Sheridan  Four 2-storey blocks comprising of 8 apartments following demolition of existing garages.
24/00597/FPH	SKK Design Mr Vinay Persand Persand The Mill, Stortford Road, Hatfield Heath, Hatfield Heath, CM22 7DL, United Kingdom	4 The Avenue Hitchin Hertfordshire SG4 9RQ  Mr Adam Ferenczi  Alterations to existing detached rear outbuilding to include side extension, replacement roof and alterations to fenestration to form home office.

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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 29/03/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 18/04/2024**

24/00615/FPH	Diazo Architects Limited Mr Paresh Mistry The Workshop, Upper Floors, 89 Bancroft, Hitchin, Hertfordshire, SG5SG4 9EQ 1NQ	12 Matthew Gate Hitchin Hertfordshire	Mr & Mrs Jha	Single storey rear extension, replacement flat roof to existing front element, insertion of solar panels to existing front roofslope and replacement fenestration including insertion of ground floor front window following removal of existing garage doors to facilitate garage conversion. External cladding and render. Installation of air source heat pump on side elevation of new extension.
24/00619/FP	Briffa Phillips Architects Mr Matthew Briffa 19-21 Holywell Hill, St Albans, AL1 1EZ	25 High Street Hitchin Hertfordshire SG5 1AT	Ms Jennifer Prickett	Replacement windows at first floor and dormer windows at second floor level
24/00653/FPH	Inigo Architecture Ltd Mr Neil Hansford The Firs, 81 Station Road, Lower Stondon, SG16 6JN	65 Periwinkle Lane Hitchin Hertfordshire SG5 1TZ	Mr & Mrs Tom Ferguson	Insertion of rear box dormer window and two front roof lights to facilitate loft conversion. Alterations to garage to facilitate partial garage conversion into home office and store.
<b>Knebworth Parish Council</b>				
24/00535/FPH	A.T. Design (Welwyn) Ltd Mr Adam Trigg 30C High Street, Welwyn, AL6 9EQ	63 Pondcroft Road Knebworth Hertfordshire SG3 6DE	Mr Mark Redfern	Single storey rear and side extensions. Alterations to existing roof and insertion of rear box dormer window, two front rooflights and second floor side window to facilitate conversion of loft into habitable accommodation. Alterations to fenestration.
24/00611/FPH	Plans To Expand Mr Geoffrey Phillips Plans To Expand, 97 Mildmay Road, Stevenage, SG1 5RS	41 Orchard Way Knebworth Hertfordshire SG3 6BT	Mr James Jukes	Single storey front extension and replacement pitched roof above existing garage following demolition of existing front extension

**Preston Parish Council**



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

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 29/03/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 18/04/2024**

24/00705/TCA Mr Mark Gibson 4Seasons Preston House  
Specialist Tree Surgeons Ltd Church Lane  
19 Tansy Avenue, Stotfold, Hitchin, Preston  
SG5 4GJ Hitchin  
Hertfordshire  
SG4 7UA

Mr Malcolm Blaza

T1: Conifer - Remove. T2: Golden Conifer - Reduce height by approx.  
25%

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(Including Withdrawn decisions)

**EAST TEAM**

<b>Application No:</b> 21/01882/FP	<b>Location:</b> Land East Rhee Spring And Orwell View Royston Road Baldock Hertfordshire <b>Applicant Name:</b> Chalkdene Developments LLP Chalkdene Developme <b>Description:</b> Proposed residential development for 42 dwellings, access, parking, landscaping and associated works, including provision of an electrical sub-station (as amended by plans and documents received 23.08.2022, 29.09.2022, 20.12.2023 and 27/02/24).	<b>Decision:</b> Refused <b>Decision Date:</b> 27/03/2024
<b>Application No:</b> 23/01259/FP	<b>Location:</b> Friends Green Farm Friends Green Damask Green Road Weston Hitchin Hertfordshire SG4 7BU <b>Applicant Name:</b> Friends Green Porsche <b>Description:</b> Use of buildings as (Sui Generis) car sales and (Use Class B2 general industrial) car servicing (as amended by details submitted 16th January 2024).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 25/03/2024
<b>Application No:</b> 23/02326/FPH	<b>Location:</b> 83 High Street Baldock Hertfordshire SG7 6BQ <b>Applicant Name:</b> Mrs S Bolarin <b>Description:</b> Two-storey rear extension following demolition of existing single-storey rear lean-to.	<b>Decision:</b> Refused <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 23/02327/LBC	<b>Location:</b> 83 High Street Baldock Hertfordshire SG7 6BQ <b>Applicant Name:</b> Mrs S Bolarin <b>Description:</b> Two-storey rear extension following demolition of existing single-storey rear lean-to. Internal alterations.	<b>Decision:</b> Refused <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 23/02365/FP	<b>Location:</b> Jackmans Service Station Baldock Road Letchworth Garden City Hertfordshire SG6 2EJ <b>Applicant Name:</b> Motor Fuel Group Limited <b>Description:</b> Single storey rear extension to facilitate hot food takeaway (sui generis). Installation of EV charging bays and erection of a timber-fenced bin store and associated works.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 27/03/2024
<b>Application No:</b> 24/00065/S73	<b>Location:</b> Land Adjacent To Red Brick Cottage The Street Kelshall Royston Hertfordshire SG8 9SQ <b>Applicant Name:</b> Mr Bill Brede <b>Description:</b> Removal of Condition 2 (approved drawing numbers - omit drawings; 2021/60/01, 2021/60/02 C, 2021/60/03 B and replace with drawings; 2021/60/01C, 2021/60/02 E, 2021/60/03 B) of planning permission 22/01229/FP granted 06.09.2023 for Erection of one detached 4-bed dwelling including new vehicular access, garage, parking and landscaping (as amended by plans received 9th August 2022).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00100/FPH	<b>Location:</b> New Cottage Ashwell Road Newnham Baldock Hertfordshire SG7 5JX <b>Applicant Name:</b> Mr Matt Thomson <b>Description:</b> Erection of detached double garage, front porch, installation of dormer windows to existing north and south roofslopes and alterations to fenestration following removal of existing chimney stack to main dwelling and replace existing exterior render with cladding (as amended by plans received 5th March 2024).	<b>Decision:</b> Refused <b>Decision Date:</b> 22/03/2024



**EAST TEAM**

<b>Application No:</b> 24/00164/FPH	<b>Location:</b> 28 Brewery Lane Baldock Hertfordshire SG7 5AT <b>Applicant Name:</b> Mr Ailey <b>Description:</b> Single storey side extension to existing detached garage including solar panels to roof and alterations to fenestration to facilitate conversion into habitable accommodation.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00176/FPH	<b>Location:</b> The Homestead Rooks Nest Lane Therfield Royston Hertfordshire SG8 9RA <b>Applicant Name:</b> Mrs and Mr A and D Hedderwick <b>Description:</b> Single storey extension to link garage to main dwelling, single storey infill extension to rear, erection of entrance porch, replacement of existing cladding and roof coverings, insertion of rooflights to front and rear roofslope, and alterations to fenestration and associated works to facilitate conversion of garage into habitable accommodation, installation of PV panels and formation of raised rear patio including installation of oil tank, extended gravel driveway and associated landscaping plus new entrance gates and associated changes to existing boundary treatment (as amended by plan received on 21/03/2024).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00263/FPH	<b>Location:</b> 6 Brampton Road Royston Hertfordshire SG8 9TA <b>Applicant Name:</b> Mr Jason Turk <b>Description:</b> Single storey rear extension following demolition of existing conservatory	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 27/03/2024
<b>Application No:</b> 24/00271/FPH	<b>Location:</b> 15 Ringdale Place Baldock Hertfordshire SG7 6RX <b>Applicant Name:</b> Mr Dennis Fox <b>Description:</b> Single storey front extension following removal of existing front canopy.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00335/FPH	<b>Location:</b> 16 Normans Lane Royston Hertfordshire SG8 9BS <b>Applicant Name:</b> Miss Drury <b>Description:</b> Replace existing front and rear doors and existing front, rear and side windows.	<b>Decision:</b> Pending Decision <b>Decision Date:</b> 27/03/2024
<b>Application No:</b> 24/00340/FPH	<b>Location:</b> 23 Whitethorn Lane Letchworth Garden City Hertfordshire SG6 2DN <b>Applicant Name:</b> Mr And Mrs Clarke <b>Description:</b> Single storey front and rear extensions.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00363/TCA	<b>Location:</b> 71 High Avenue Letchworth Garden City Hertfordshire SG6 3QR <b>Applicant Name:</b> Miss Gemma Chapman <b>Description:</b> Willow - Reduce up to 2m.	<b>Decision:</b> No Objection <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00393/TCA	<b>Location:</b> 178 Rushby Place Letchworth Garden City Hertfordshire SG6 1SH <b>Applicant Name:</b> Mrs Apryl Goodwin Settle <b>Description:</b> T1 Ash - Process and Remove 1 Branch.	<b>Decision:</b> No Objection <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00481/NMA	<b>Location:</b> 20 Temple Gardens Green Lane Letchworth Garden City Hertfordshire SG6 1EQ <b>Applicant Name:</b> Mrs Sarah Parkinson <b>Description:</b> Change of roof material from concrete roof tiles to single ply membrane standing seam roof (as non-material amendment to planning permission reference 23/02690/FPH granted on 15.01.2024).	<b>Decision:</b> Agreed <b>Decision Date:</b> 27/03/2024

## EAST TEAM

<b>Application No:</b> 24/00591/TCA	<b>Location:</b> Sells Close House High Street Barley Hertfordshire SG8 8HY <b>Applicant Name:</b> Mr Alexander Strong <b>Description:</b> T006 Apple - Remove leaders/sucker growth and removal of two lower branches and reshape thinning crown by 30%. T007 Pear - Thin crown by 30% and removing leaders/sucker growth and reshape. T008 Cherry - Thin crown by 30% and removing leaders/sucker growth and reshape. T014 Sargeants Cherry - Remove deadwood. T019 Smoke Bush - Remove snapped out branch. T032 Ash - Remove deadwood. T040 Ash - Pollard at 8m. T041 English Yew - Topiary shaping of the crown, lifting of lower branches. T045 Ash - Monolith due to hollowing within main stem.	<b>Decision:</b> No Objection <b>Decision Date:</b> 25/03/2024
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## WEST TEAM

<b>Application No:</b> 21/01586/DOC	<b>Location:</b> Rye End Farm Green Lane Codicote Hitchin Hertfordshire SG4 8SU <b>Applicant Name:</b> Dr Sarah Lotzof <b>Description:</b> Details reserved by Condition 10 (Roof light details) as attached to Listed Building consent 20/00643/LBC granted on 19.04.2021	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 23/00769/FP	<b>Location:</b> Skegsbury House Skegsbury Lane Kimpton Hitchin Hertfordshire SG4 8EX <b>Applicant Name:</b> Mr Neil Stagg <b>Description:</b> Erection of agricultural barn for storage (as amended by plans received 6th March 2024).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 21/03/2024
<b>Application No:</b> 23/01907/PREH	<b>Location:</b> The Old Vicarage 2 Bury Lane Codicote Hitchin Hertfordshire SG4 8XT <b>Applicant Name:</b> Mr And Mrs D Hodgins <b>Description:</b> Single storey infill extension between existing barn and storage building	<b>Decision:</b> Pending Decision <b>Decision Date:</b> 22/03/2024
<b>Application No:</b> 23/01947/FP	<b>Location:</b> The Anchor 84 Cambridge Road Hitchin Hertfordshire SG4 0JH <b>Applicant Name:</b> Mrs H Binns Greene King Commercial Investments Lt <b>Description:</b> 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.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 25/03/2024
<b>Application No:</b> 23/02945/FPH	<b>Location:</b> 70 Waterdell Lane St Ippolyts Hitchin Hertfordshire SG4 7QZ <b>Applicant Name:</b> Mr James Trafford <b>Description:</b> Part two storey and part single storey rear extension, alterations to front fenestration including removal of garage door and relocation of front door (amended plans received 15.02.2024 and description amended 22.02.2024).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 21/03/2024
<b>Application No:</b> 24/00142/FPH	<b>Location:</b> 18 Kings Hedges Hitchin Hertfordshire SG5 2PT <b>Applicant Name:</b> Mrs Marcella Hypolite <b>Description:</b> Single storey rear extension	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 22/03/2024

**WEST TEAM**

<b>Application No:</b> 24/00194/FPH	<b>Location:</b> Gun House Gun Lane Knebworth Hertfordshire  <b>Applicant Name:</b> Duncan Craft Craft&Sons <b>Description:</b> Raise side gable wall ridge height, insertion of front, rear and side dormer windows and front window at second floor level to facilitate conversion of loft into one 2-bed flat. Alterations to existing detached garage roof and fenestration including external staircase to facilitate conversion of garage at first floor level into one 1-bed studio flat. External rendering. As amended by drawing 1038/DR/03 Rev V2 received 29/2/2024.	<b>Decision:</b> Refused <b>Decision Date:</b> 25/03/2024
<b>Application No:</b> 24/00208/FPH	<b>Location:</b> Riverside Lodge Old Hale Way Hitchin Hertfordshire SG5 3UW  <b>Applicant Name:</b> Mr Nigel Kwan <b>Description:</b> Single storey side extension and infill side extension to link existing garage/utility room to main dwelling to include alterations to roof including raised roof height, insertion of rooflights and alterations to fenestration following removal of existing garage doors to facilitate conversion of garage/utility room into habitable accommodation. Insertion of rooflight to existing front roofslope and front porch canopy.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00296/FPH	<b>Location:</b> 14 Westmill Lane Ickleford Hitchin Hertfordshire SG5 3RN  <b>Applicant Name:</b> Mr Jtinderjeet Johal <b>Description:</b> Erection of detached Garden Store in front garden	<b>Decision:</b> Pending Decision <b>Decision Date:</b> 27/03/2024
<b>Application No:</b> 24/00337/LDCP	<b>Location:</b> 11 Manton Road Hitchin Hertfordshire SG4 9NW  <b>Applicant Name:</b> A Chatterton <b>Description:</b> Roof extension to form gable end; insertion of rear box dormer; 3no rooflights to front elevation and one first floor side elevation window to facilitate conversion of loft into habitable accommodation. Replacement of roof to rear single storey extension.	<b>Decision:</b> Granted Permission <b>Decision Date:</b> 25/03/2024
<b>Application No:</b> 24/00455/TCA	<b>Location:</b> Land Opposite 20 The Chilterns Hitchin Hertfordshire  <b>Applicant Name:</b> Ms Jessica Meserve CHORA <b>Description:</b> T01 Lime- Lift canopy to approx 4m, remove deadwood, prune away from utility line to give 1.5m-2m clearance. T02 Lime - Lift canopy and remove deadwood. T04 Lime - Remove deadwood. T06 Horse Chesnut - Re-reduce to previous reduction points.	<b>Decision:</b> No Objection <b>Decision Date:</b> 26/03/2024
<b>Application No:</b> 24/00563/5DN	<b>Location:</b> 16 Chiltern Road Hitchin Hertfordshire SG4 9PJ  <b>Applicant Name:</b> Sean Maxwell <b>Description:</b> 5 Day Notice - Tree removal	<b>Decision:</b> Agreed <b>Decision Date:</b> 26/03/2024

**PR 3842**

**27 March 2024**

**North Herts Community Lottery marks two-year milestone with £25,000 raised for local good causes**

The North Herts Community Lottery is proud to announce a significant milestone as it celebrates its second anniversary, having raised over £25,000 to support local charities and groups. Since the first draw took place in March 2022, the lottery has awarded prizes to more than 1,000 winners while making a tangible difference in the community.

Steve Crowley, North Herts Council's Service Director - Enterprise, commended the community's support, stating, "We're delighted with the success of the North Herts Community Lottery. The funds raised have directly benefited a variety of local causes, showcasing the generosity and solidarity of our residents."

With prizes ranging from extra tickets to a jackpot of £25,000, as well as sought-after items like the iPhone 15 Pro Titanium, the lottery continues to engage participants with exciting incentives.

"Have you played yet?" asks Steve Crowley. "For just £1 per ticket, you stand a chance to win while supporting vital community initiatives. It's a simple way to make a positive impact in North Herts."

Every Saturday, a six-digit winning combination is drawn, offering participants the opportunity to win while contributing to local causes. Half of every £1 ticket sale directly supports these initiatives, ensuring that funds are reinvested into the community. The lottery has also committed nearly £12,000 to its own community work this year, furthering its dedication to local causes.

Local groups interested in benefiting from the lottery are encouraged to sign up as good causes. With 49 organisations already registered, there's ample opportunity to join the initiative and receive 50% of ticket sales.

To register or learn more about the North Herts Community Lottery, visit the official [website](#) and follow updates on [Twitter](#) and [Facebook](#).

**ENDS**

Image: Representatives from some of our good causes, clockwise from top left: Open Art Box, Mind in Mid Herts, Early Days Pre-School and The Red Shed - all of which you can choose to support through the North Herts Community Lottery.

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