

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 12th May 2025 at Tewin Memorial Hall at 7.45pm.

PRESENT: Cllr K. St Pier (Chairman), Cllr A. Hill, Cllr D. Howson, Cllr K. Lawson and Cllr D. Lloyd.

In attendance: C. McFarlane (Clerk) .

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

a) Cllr K St Pier was elected as Chairman unanimously, proposed by Cllr A. Hill and seconded by Cllr D.Lloyd.

b) Cllr A.Hill was elected as Vice Chairman unanimously, proposed by Cllr K St Pier and seconded by Cllr D.Howson.

c) The Chairman and Vice Chairman signed the Declaration of Acceptance of Office.

All Councillors were reminded to complete a new Register of Members' Interests & Notice of Disclosable Pecuniary Interests if anything had changed.

2. APOLOGIES FOR ABSENCE received from Cllr N.Moore, Cllr J.Sheridan, Cllr B. Evans, East Herts Councillor B. Deering and Herts County Councillor K. Crofton.

NO PARISHIONERS COMMENTS

3. CONFIRMATION OF REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Tewin Charities Trustees - Cllr D.Howson a trustee until 13.5.2028

Cllr J Sheridan a trustee until 13.5.2028

Tewin Memorial Hall - Cllr K St Pier

Transport - Cllr K.Lawson

Tewin Website - Cllr D.Lloyd

Locality Policing - Cllr D Howson

Tewin Pavilion CIC - Cllr B.Evans & Cllr D.Lloyd

Tewin Allotment Association - Cllr J.Sheridan

4. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 7th April 2025, copies of which have been previously circulated to Councillors were confirmed as a true record and signed by the Chairman.

The minutes of the Annual Parish Meeting held on 7th April 2025, copies of which have been previously circulated to Councillors were confirmed as a true record and signed by the Chairman.

5. NO DECLARATIONS OF INTEREST

6. PLANNING

Planning Applications

3/25/0609/HH – 12 Firs Walk, Tewin - Demolition of two outbuildings and rear extensions, construction of rear and side extensions, relocation of a front porch, garage conversion, fenestration alterations, re-rendering of external walls and alterations to patio – *TPC Comment*

3/25/0649/HH – 22 Firs Walk, Tewin - Demolition of garage and raised deck. Erection of single storey rear and side extensions and two-storey front extension. Alterations to roof to accommodate loft conversion, incorporating two front and one rear dormer windows, roof light windows and two chimneys. Extension of rear patio. Alterations to fenestration – *TPC Comment.*

3/25/0477/HH – 29 Bishops Road, Tewin - Retention of detached single outbuilding in corner of rear garden with garden steps for access.

Planning Decisions

3/25/0369/CLPO - 23 Bishops Road, Tewin - Removal of single storey rear projection. Construction of single storey rear extension incorporating a flat roof roof-light window and a two storey extension incorporating a roof-light window – *EHC Refused.*

3/25/0495/APRN - Fire Tenders Query - This application has been withdrawn by the agent as it would be refused due to floor area. Re fire tenders, this is not something that is outlined within the legislation, so it is not part of the

assessment for conversions from agricultural buildings to residential dwelling houses under Schedule 1, Part 3, Class Q of The Town and Country Planning (General Permitted Development) (England) Order 2015. Highway Officer's comments may include mention of the access for emergency vehicles. An application would not be refused solely for this reason. The Parish Council agreed to write to the Fire Brigade for clarity.

Enforcement Issues

E/24/0256/ENF – Structure at Plotlands, B1000, Tewin Plotlands – Two further plots with activity have been reported to Planning Enforcement. The Parish Council agreed to write to Herts & Middx Wildlife Trust to warn them to keep the gate closed in order to prevent the site becoming similar to that in Aston.

E/23/0218/ENF - Tewin Bury Farm Hotel, Hertford Road, Tewin – Lake huts - An update has been requested.

Appeals

3/24/1130/CLPO - 2 Churchfield Road, Tewin – Appeal Ref 3351343 In Progress - Not Yet Decided 6.4.25

Single storey outbuilding to form ancillary gym to the host dwelling – *TPC No comment – EHC Refused*

East Herts Call for Sites list – A response has been submitted to Sara Saunders. Head of Development Control at East Herts Council.

7. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council totalled £2,381.75 and comprised: C McFarlane £955.91, McCash & Hay £183.60, NEST £98.33, Xero Direct debit £39.60, Triographics Printing £26, Tewin Memorial Hall £54, Zurich insurance £1,157.91, Over 50's Club Donation £50.00.

Precept - The first instalment of the precept of £21,750 has been received.

Insurance – The Parish Council agreed to pay the annual renewal invoice in accordance with the 5yr agreement for £1,157.91.

Information Commissioner's Office (ICO) - The annual renewal of ICO has been paid.

Internal Audit – The accounts have been audited by Helen McCash and the Parish Council agreed to pay the invoice.

8. HIGHWAY MATTERS

Councillor Election – The Parish Council agreed to write to congratulate Cllr Ken Crofton on being re-elected.

Footpaths – The following gates have been reported to the Rights of Way Unit and the email has been acknowledged:

- Gate to FP 18 at rear of church and set in the brick wall. Rotted timberwork.
- Gate to FP 41 on the green adjacent to the Rose & Crown pub. Fencing rotten and breaking up.
- Fencing by gateway to FP 13 at junction with Churchfield Road by Old Rectory.
- Gate to FP 36 at Grass Warren. Generally breaking up.

Speed Indication Device (SID) – The Office of the Police & Crime Commissioner have advised that the warranty for the Speed Indicator Device (SID), installed in 2020, and paid for by the Office of the Police and Crime Commissioner (OPCC) has expired. The Parish Council has the option to extend the warranty until 31.3.2029 for £1,000 as Herts County Council will not be paying it. A replacement SID costs approx £3,368. The Parish Council agreed not to purchase the extended warranty for the five years ending 31st March 2029. The Parish Council agreed to ascertain the cost of adding the SID to the insurance.

Flooding - A parishioner reported to Highways Fault line a blocked gulley in Upper Green road which causes flooding. Highways advised that the fault has been inspected and noted for future reference. The Parish Council referred it to Herts County Cllr Ken Crofton who has escalated this fault for urgent action and investigation works are planned for August 2025.

9. PAVILION & UPPER GREEN

Weekly Playground Inspections - Nothing to report.

Litter Bins – East Herts Council has removed the large litter bin next to the playground and installed the new bin in the car park. The litter bin in Cannons Meadow was scheduled for removal so Kirkham Contracting has removed the bin and is storing it for when a replacement is required.

10. LOWER GREEN

Todd's Green – The Parish Council agreed to obtain a quote for grinding out 5 stumps and flail mow the area in order to discourage the ivy and encourage grass.

11. RISK ASSESSMENT

Pavilion – Barge Boards – some flaking – Agreed to ask CIC to include on their refurbishment.
Pavilion – Cladding – Painting – Agreed to ask the CIC whether their contractor would quote.
Pavilion Corridor – Floor Bubbled in corridor – Agreed to contact installer for remedial works.
Pavilion Patio – Weed spraying - Cllr D Lloyd agreed to ask R.Toms.
Pavilion Car Park – Weed spraying - Cllr D Lloyd agreed to ask R.Toms
Pavilion Car Park – Rotten sleeper spike to be dealt with – Done
Pavilion – Ladies Toilets tap – Cllr K St Pier to look at.
Pavilion Cupboard – No Access to Hot Water Tank - CIC aware.
Pavilion Lounge – Crack repair – CIC aware and will be undertaken as part of interior decoration.
Pavilion Showers – Door damaged – CIC aware and will be undertaken as part of interior decoration.
Away Changing Room – Door damaged - CIC aware and will be undertaken as part of interior decoration.
Away Changing Rom – Needs clearing – G Shepherd advised – Done.
Hanging Baskets to be removed in Winter – G. Shepherd advised.
Green Shed – Small tree fallen – Agreed to accept Kirkham Contracting quote of £60.
Goal Posts – Moved to Summer position – Done.
Benches – Consider allowing TCC to anchor the benches out all the times – Agreed to allow.
Hedging around Tennis Courts – Clerk to ask Kirkham Contracting to provide a quote.
Upper Green – Litter Bin – New bin installed in car park.
Upper Green – Tennis Club Bench broken – Tennis Club has removed.
Sovereign – Sevenacres – Hanging trellis – Clerk emailed re repairing.
May Pond Green – Remove ivy from the wall.
May Pond Green – Loosen two tree ties – Done.
Lower Green – Consider removing tree guard next year.
Lower Green – Note verge and stone edging of south side of the green has been eroded.
Lower Green – Dead tree opposite Rose & Crown - Agreed to accept Kirkham Contracting quote of £60.
Lower Green – School parking on the bend – Raise with the Police at the beginning of the new term in September.
Hertford Rd – Lousehole Bottom Ditch – Cllr J Sheridan agreed to clear.
Hertford Rd - Lift branches on 1st green on left – Kirkham Contracting quoted £200. Parish Council agreed to review.
Grass Warren – Weeds on Pavement – Reported to Sovereign.
Grass Warren – Broken Birdsmouth fencing – Reported to Sovereign.
Churchfield Rd – potholes reported to Highways – Highways advised they do not meet their criteria.
St Peters- Reinstate 2 posts – Agreed to ask Kirkham Contracting for a quote.
Margery Lane – Remove ivy from trees – Cllr J Sheridan agreed to clear.
Clibbons Post – Some play in the fixing – Monitor.
Tewin Hill – Roadside fence still down – Highways scheduled to do works.

12. CORRESPONDENCE

Town & Parish Council Forum – This will take place on Thursday 5th June 2025 from 7pm until 9pm.

13. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Policing – Cllr D Howson attended the Priority setting meeting for East Herts Rural on Tuesday 22nd April 2025

Transport – The committee has agreed that they will switch over to Communities 1st. The new bus service for passengers will commence on Friday 16th May.

Pavilion – The proposal for a private space for the tennis club has been discussed by the Pavilion CIC but the proposal had too many difficulties. The CIC agreed to work with the tennis club to find a solution acceptable to all interested parties.

14. DATE OF NEXT MEETING

The next Parish Council meeting will be on **Monday 2nd June 2025 at 7.45pm** at Tewin Memorial Hall.

The meeting closed at 9.24pm.