

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 2nd June 2025 at Tewin Memorial Hall at 7.45pm.

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

In attendance: C. McFarlane (Clerk) and East Herts Councillor B. Deering.

15. APOLOGIES FOR ABSENCE received from Cllr N. Moore, Cllr D. Lloyd and Herts County Councillor K. Crofton.

16. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 12th May 2025, copies of which have been previously circulated to Councillors were confirmed as a true record and signed by the Chairman.

NO PARISHIONERS COMMENTS

17. NO DECLARATIONS OF INTEREST

18. LEAVE OF ABSENCE - Councillor N Moore advised that he is unable to attend Parish Council meetings due to temporary job commitments, and moving house. The Parish Council agreed to a leave of absence for six months until November 2025.

19. PLANNING

Planning Applications

3/25/0660/FUL – 18a Hertford Road, Tewin - Installation of air-conditioning Unit (retrospective) – *TPC Support.*

3/25/0775/HH – 15 Sevenacres, Tewin - Single storey side infill extension to create a utility area and block up existing window to ground floor north side elevation and insert flat roof light window – *TPC No Comment.*

Planning Decisions

3/25/0521/HH - 3 Fairholme Stables, Archers Green Lane, Tewin - Erection of a single storey rear extension with pitched roof – *TPC No Comment – EHC Granted*

3/25/0354/CLPO – Elandela, 45 Bishops Road, Tewin - Infill extension to front elevation with creation of canopy and rearrangement of windows and doors with external alterations to rear – *EHC Refused*

3/25/0495/ARPN - Land West Of Back Lane, Tewin - Change of use and conversion of 1 agricultural building to 1 dwelling with rear extension – *TPC query access for dustcarts, fire engines, ambulance etc- Withdrawn*

Query

3/25/0495/APRN - Fire Tenders Query – The following queries have been sent to Sara Saunders, Head of Planning, East Herts Council and Hertfordshire Building Control. Hertfordshire Building Control has responded with details of the building regulations and the Parish Council agreed to send the further queries about whether they look into access for fire tenders during the build process, whether comments made during the planning process are passed onto Building control, whether we can make comments direct to Building Control and check that the application conforms to the building Regulations.

Churchfield Road, Tewin – A query about PVC windows was raised by the householder and they were referred to East Herts Council.

Enforcement Issues

E/24/0256/ENF – Structure at Plotlands, B1000, Tewin Plotlands – Some red pegs on and around the footpath and a pile of wood have been reported to Planning Enforcement.

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*

3/25/0189/HH – 29 Bishops Road, Tewin – Appeal Ref 3365358 In Progress – Not Yet Decided 2.6.25.

Double storey side extension and storm porch – *TPC No Comment – EHC Refused.*

20. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council totalled £4,101.54 and comprised: C McFarlane £909.84, NEST £98.33, Xero Direct debit £39.60, Affinity Water £24.76, T&J Fire – Alarm service £112.24, PWLB Loan Repayment £2916.77.

External Audit – The AGAR was submitted to PKF Littlejohn LLP on 24th May 2025 and an acknowledgement has been received.

Inspection Period - In accordance with the Accounts and Audit Regulations 2015, the unaudited accounting records of the Parish Council for FYE 31.3.2025 are available for inspection from 3rd June to the 14th July 2025 by appointment only with the Clerk. The notice of public rights has been put on the Tewin village website and on the notice board outside Tewin Stores.

Insurance – Two speed indicator devices (“SID”) have been added to the insurance and the small additional premium has been waived.

21. HIGHWAY MATTERS

Footpaths – The Rights of Way Unit have, with the Parish Council's agreement, agreed to pass these works onto their volunteer party for repair as none are dangerous and a priority.

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

Footpath 15 – This was reported by a parishioner as overgrown and Kirkham Contracting trimmed on 29th May 2025.

Bowls Club Hedge – The Parish Council agreed to ask the Bowls Club when they would be cutting the hedge on FP41 back.

22. PAVILION & UPPER GREEN

Weekly Playground Inspections - Nothing to report.

Pavilion Fire Alarm Service – This has been completed and remedial works necessary as a smoke detector and a heat detector were too slow to respond and need replacing. The Parish Council agreed to accept the quote of £218.88 for the remedial works.

ROSPA Inspection - The Parish Council noted the agreement to be part of the East Herts Council's Annual Playground Safety Inspection at a cost of £59.57 plus vat.

Pavilion PAT testing – A quote for 20 items for £176.77 has been received from T&J Fire and the Parish Council agreed to accept the quote.

23. LOWER GREEN

Todd's Green – The Parish Council agreed to accept Kirkham Contracting's quote of £180 plus vat for grinding out 5 stumps and flail mowing the area in order to discourage the ivy and encourage grass. The Parish Council agreed to ask Kirkham Contracting to grind out the tree stump at the end of Harwood Close.

Damaged Telegraph pole – A note on the telegraph pole advises that works will be done soon. The Parish Council agreed to chase when this will be done.

23. RISK ASSESSMENT

Pavilion – Barge Boards – some flaking – CIC to consider including in their refurbishment.

Pavilion – Cladding – Painting – CIC to consider including in their refurbishment.

Pavilion Corridor – Floor Bubbled in corridor – Installer contacted. Cllr K St Pier to investigate.

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 – 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.

Green Shed – Small tree fallen – Agreed to accept Kirkham Contracting quote of £60 - Completed

Benches – Consider allowing TCC to anchor the benches out all the times – Agreed to allow – Cricket Club Considering.
Hedging around Tennis Courts – Clerk to arrange a meeting with Tennis Club and Kirkham Contracting to discuss quote.
Sovereign – Sevenacres – Hanging trellis – Clerk emailed re repairing.
May Pond Green – Remove ivy from the wall – Cllr J Sheridan agreed to do.
Lower Green – Consider removing tree guard. Agreed to keep as it has a plaque and still provides tree protection.
Lower Green – Dead tree opposite Rose & Crown - Agreed to accept Kirkham Contracting quote of £60. Completed
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 – Parish Council agreed not necessary.
Grass Warren – Weeds on Pavement – Reported to Sovereign.
Grass Warren – Broken Birdsmouth fencing – Reported to Sovereign.
Grass Warren – Overgrown hedge outside 8 Grass Warren – Reported to Sovereign 30.5.25
Churchfield Rd – potholes reported to Highways – Highways advised they do not meet their criteria.
St Peters- Reinstate 2 posts – Agreed to review quote.
Margery Lane – Remove ivy from trees – Cllr J Sheridan agreed to clear.
Tewin Hill – Roadside fence still down – Highways scheduled to do works.
Ash Tree on Queen Hoo Lane – A quote from Rob Cooper has been accepted and he is arranging the works.
Tree Risk Assessment – A date will be arranged to carry out the annual tree risk assessment for Area 3: Bramfield Road and Queen Hoo Lane .

24. CORRESPONDENCE

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

New Waste Arrangements - A parishioner sent an objection to the new waste arrangements to East Herts Council.

Forum on Planning and Housing - Chris Hinchliff MP invited Parish Councillors to attend two virtual online forums on planning and housing on 22nd May 2025.

25. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Transport – The new R Bus Saturday service started on 30th May 2025.

26. DATE OF NEXT MEETING

The next Parish Council meeting will be on **Monday 7th July 2025 at 7.45pm** at Tewin Memorial Hall.

The meeting closed at 8.55pm.