

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 7th July 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) and East Herts Councillor B. Deering.

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

28. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 2nd June 2025, copies of which have been previously circulated to Councillors were confirmed as a true record and signed by the Chairman.

NO PARISHIONERS COMMENTS

29. NO DECLARATIONS OF INTEREST

30. PLANNING

Planning Applications

3/25/0944/HH - 7 The Walled Garden, Tewin Water, Tewin - Replacement rooflights, windows and doors from painted timber to Upvc including enlarging opening to suit bifold doors at rear – *TPC to request a condition to ensure that the replacement windows matched the other houses in line with a previous application 3/19/0269/HH*.

3/25/0896/LBC - The Rose And Crown, Upper Green Road, Tewin - Dismantling, rebuilding and alteration of single storey outbuilding to support its use as covered external space within pub garden, reusing existing materials where salvaged and new materials to match – *TPC No Comment*

3/25/0866/LBC - Apartment 6, Tewin Water House, Tewin Water, Tewin - Internal alterations to top floor hallway making an opening in an modern stud partition wall and closing off a corridor with a new partition wall - *TPC No Comment*

3/25/0984/ARPN - Land West Of Back Lane, Upper Green, Tewin - Convert an existing barn and provide a rear extension on existing hardstanding to create 1 dwelling, provide two parking spaces, accessed via an existing entrance.

3/25/0925/CLPO – Elandela, 45 Bishops Road, Tewin - Partial removal of rear protrusion. Alterations to fenestration, rainwater pipes and SVPs.

Planning Decisions

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 – EHC Refused*

3/25/0477/HH – 29 Bishops Road, Tewin - Retention of detached single outbuilding in corner of rear garden with garden steps for access – *TPC No comment - EHC Granted*

3/25/0925/CLPO – Elandela, 45 Bishops Road, Tewin – Partial Removal of rear protrusion. Alterations to fenestration, rainwater pipes and SVP's – *EHC Granted*

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

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

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

3/24/2125/HH & 3/24/2126/LBC - Theresa's Cottage, Marden Hill – Appeal Ref 3366883 In Progress - Not Yet Decided

Roof conversion incorporating 3 new conservation rooflight windows to North elevation

and a replacement rooflight window to South elevation - *TPC No Comment- EHC Refused*

3/25/0495/APRN - Fire Tenders Query – Tewin Parish Council has tried to raise concerns about the ability of fire tenders to reach this site, but Hertfordshire Building Control has provided the following responses to the Parish Council's questions:

- a. Building Control advised that they do look into access for fire tenders during the build process but they would usually consider fire service access at completion, as the inspection process focuses on the building. They may only visit a new build five or six times at stages that will identify the greatest number of Building Regulation compliance issues. They would not routinely inspect the road makeup. However, at the final inspection, fire service access would be a material consideration.
- b. Building Control are not made aware of any problems that the Parish Council raise at the planning stage as Building Control and Planning are two separate processes. However, Requirement B5 is a Building Regulation but Fire Service Access is not a material planning consideration, primarily as this is controlled during construction. It is possible to provide automatic water suppression (sprinklers) to the building if the fire service access is not as per the guidance.
- c. The Parish Council cannot comment directly to building control in relation to a particular scheme as there is not a consultation process with a Building Regulation application.
- d. The Parish Council cannot express their concerns into the process of checking that the application conforms to the Building Regulations. The process of checking compliance is dictated by MHCLG, and in the event of non-compliance with the guidance, consultation will be carried out with the Fire Authority.

Town & Parish Council Forum – The slides from this meeting on 5th June 2025 have been circulated.

31. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council totalled £5,877.88 and comprised: Kirkham Contracting £1,538.59, Kirkham Contracting £2,220.32, C McFarlane £908.71, NEST £98.33, Xero Direct debit £39.60, 4Wire £331.33, Cain Marking £450 and Lock And Key Centre £291.

External Audit – A qualification has been placed on the audit due to the incorrect PWLB loan balance entered on the form.

Internal Audit - The internal audit date is to be confirmed.

Income versus expenditure and the Budget – Income currently comprises of the Precept and Interest income only. Reimbursements due from Tewin Pavilion CIC, Tewin Tennis Club and Tewin Allotments amount to £1,382.69 for: fire alarm service, remedial works, PAT test, tennis court maintenance, keys and fencing.

Expenditure is in line with the budget except for Election Costs as an unexpected invoice for the 2023 Election was received from East Herts Council. Insurance expenditure was lower than the budget at £1,158 versus a budget of £1,400.

32. HIGHWAYS

Broken Gates – The Clerk emailed the ROW Unit for an update on the gates on 1.7.25 and the Parish Council agreed to ask Kirkham Contracting for a quote to tidy up, remove, replace various gates.

Orchard Road Closure – Various ditching and drainage works are scheduled for 29th July until 7th August and the road will be closed from 9.30am until 4pm.

Tewin Hill Fencing – These post and rail works are scheduled for 26th to 29th August and the road will be closed from 7.30am until 5pm.

33. PAVILION & UPPER GREEN

Weekly Playground Inspections - Nothing to report.

Pavilion Fire Alarm Service – The remedial works are due to take place on 22nd July at 9am

Pavilion PAT testing – These works are due to take place on 22nd July at 9am.

Pavilion Keys- 14 Pavilion keys have been ordered and received and Tewin Tennis Club will reimburse the Parish Council.

Tennis Court Hedging – A meeting was held with Tewin Tennis Club and Kirkham Contracting to obtain a quote for hedge trimming around the tennis courts. The hanging trellis, leaning fence and overhanging trees were also reported to Sovereign Network Group.

Fire Damage on Upper Green – The Parish Council noted that there had been some fire damage to the grass and part of a railway sleeper on Upper Green. The green directional sign from the path by the Pavilion has also been burnt.

34. LOWER GREEN

Litter Bins - A complaint has been raised with East Herts Council about litter bins not being emptied on a regular basis. East Herts Council advised that the original missed emptying was when the usual operative was on annual leave. Customer Service capacity to manage reporting of missed litter bin emptying is currently being affected by the new waste contract and should improve over time as they move forward with the new provider.

Damaged Telegraph pole – The damaged telegraph pole at the entrance to Godfries Close has now been replaced.

35. 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 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 – CIC to replace during their works.

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.

Benches – Consider allowing TCC to anchor the benches out all the times – TPC agreed to allow – Cricket Club agreed to leave them out in the summer and put them away during the winter.

Sovereign – Email submitted about overhanging trellis, leaning fence and overhanging tree branches over FP15

May Pond Green – Remove ivy from the wall – Cllr J Sheridan agreed to do.

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.

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

St Peters- Reinstall 2 posts – Agreed to await the pros and cons for various alternative options from Kirkham Contracting.

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 – Works due to be completed on 9th July.

Tree Risk Assessment – This will take place on 9th July at 9.30am. Area 3 is to be done: Bramfield Road and Queen Hoo Lane.

36. CORRESPONDENCE

New Waste Collection Details – These have been put on the Tewin village website.

Overhanging Trees and broken fencing in Grass Warren – The parishioner has been referred to Sovereign Network Group.

Welwyn Parish Council Neighbourhood Plan has been submitted to Welwyn Hatfield Council.

Reflections Planning Enquiry - The Parish Council agreed a response to the parishioner.

37. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Transport – The new R Bus Saturday service is going well.

38. DATE OF NEXT MEETING

The next Parish Council meeting will be on **Monday 1st September 2025 at 7.45pm** at Tewin Memorial Hall.

The meeting closed at 8.53pm.