

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 6th October 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, Cllr D. Lloyd and Cllr J Sheridan.

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

51. APOLOGIES FOR ABSENCE received from Cllr N. Moore and Herts County Councillor K. Crofton

52. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 1st September 2025, copies of which have been previously circulated to Councillors were confirmed as a true record and signed by the Chairman.

NO PARISHIONERS COMMENTS

53. NO DECLARATIONS OF INTEREST

54. PLANNING

Planning Applications

3/25/1225/FUL - Seven Pines, Margery Lane, Tewin - Demolition of bungalow and erection of two dwellings – *TPC Object*

3/25/1369/HH - 44 Orchard Road, Tewin - Demolition of existing extensions and erecting double storey side/rear extension with rear dormer window and single storey rear extension – *TPC No Comment*

3/25/1431/HH - 12 Desborough Drive, Tewin Wood - Demolition of rear porch. Erection of single storey extension. Erection of porch. Alterations to fenestration and landscaping - *TPC No Comment*

3/25/1492/HH - 23 Firs Walk, Tewin - Demolish existing rear garage extension. Convert garage into habitable space. Construct single-storey side extension, two-storey front extension, and two-storey rear extension with balcony. Raise existing roof, install solar panels and skylights - *TPC Object*

3/25/1018/FUL - St Peters Church, Churchfield Road, Tewin - Erection of shed - *TPC No Comment*

3/25/1420/CLPO - 29 Bishops Road, Tewin - Proposed construction of 1 x dormer window to rear and 2 x rooflights to front roof slope in connection with conversion of existing roof space to habitable accommodation. Construction of single storey side/rear extension and first floor rear extension over existing single storey element. Storm porch to front.

3/25/1432/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 rear extension incorporating two roof light windows.

Planning Decisions

3/25/1263/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 – *EHC Prior Approval is required and granted.*

3/25/1164/HH - 49 Orchard Road, Tewin - Demolition of rear extension, chimney and shed. Construction of part single, part two storey rear extension, first floor side extension, bay windows to front elevation, porch, bat box. Roof alterations including raising of ridge, roof lights to front elevation, dormer and Juliet balcony to the rear. Patio and driveway extension and associated landscape works. Alterations to the fenestration – *TPC Object as it looks identical to application 3/25/1132/HH which was refused as inappropriate development in the Green Belt – EHC Granted*

3/25/1158/CLPO - The Gables, 22 Firs Walk, Tewin - Outbuilding for home office and recreational use (games room) – *EHC Granted*

3/25/1072/VAR – Caverswall, Queen Hoo Lane, Tewin - Variation of Condition 2 (approved plans) to ref:

3/25/0053/HH for removal of the single storey rear projection with roof terrace above. Construction of single storey rear extension with roof terrace and balustrades above and incorporating rooflight windows. New first floor and ground floor front windows. Balustrades added to the existing flat roof – *EHC Granted*

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 – 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*

3/24/2125/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*

55. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council comprised: C McFarlane £934.31, NEST £101.52, Xero £39.60, HMRC PAYE £1088.65, Cruz Microsystems £660, PKF Littlejohn £378.00, Open Spaces Society £45.00, Kirkham Contracting £216, Kirkham Contracting £144.

External Audit – PKF Littlejohn have completed the audit with no qualifications and notices have been put on the website and the notice board.

Lower Green Cubicle Electricity Supply – The backdated invoice £688.74 for the period 28.2.2022 ~ 31.5.2025 was queried with EON and sent to the back billing department. A revised bill of £198.15 for the last 12 months less £40 compensation has been received. The Parish Council agreed by email to pay and the invoice has been paid.

HMRC PAYE – The PAYE penalty has been waived.

Clerk's Computer – The Clerk's computer has been upgraded by Qtek in order to accommodate Windows 11.

Allotment Tenancy – This expires on 4.4.2026 and the landowners advised that they would be in contact in due course.

Income & Expenditure versus the Budget - A report was circulated and everything is broadly in line with the budget.

VAT Reclaim – A VAT reclaim for £1,509 has been submitted for the quarter ending 30th September 2025.

56. HIGHWAYS

Broken Gates – Kirkham Contracting advised that he has a back injury and hopes to get the works done in October.

School Lane – Further works have been completed on this section of sinking road.

57. PAVILION & UPPER GREEN

Weekly Playground Inspections - Nothing to report.

Pavilion – Exterior Repairs and Painting – A quote for £4,300 has been received and includes labour, materials as well as replacing some wooden soffit board with UPVC. Cllr B Evans is in the process of obtaining three other quotes.

Pavilion Showers – The showerheads have been removed for the winter.

Tennis Court Hedging – Kirkham Contracting hopes to complete these works during October.

Sovereign Network Group – The Clerk will ask Sovereign for an update on the works order raised for the hanging trellis and leaning fence to be made safe interim as well as progress re trimming the trees overhanging the tennis courts at Upper Green.

58. LOWER GREEN

Telephone Box – The replacement plastic window for the telephone box has been fitted.

Rose & Crown – Cllr D Howson agreed to raise the concerns that there was no room for bus passengers to disembark with the landlord again.

Policing & Parking – The PCSO's attended Lower Green on 17th September 2025 for a Street Meet.

No parking issues were seen but parishioners raised the issue of speeding. The Parish Council agreed to speak to the Headmistress and ask the PCSO's to return as parking on the bend opposite the Bowls Club continues to be a daily issue. The Parish Council agreed to contact the Drive Safe team about using the speed indicating devices.

59. 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 K St Pier to contact R.Toms.
Pavilion Car Park – Weed spraying - Cllr K St Pier to contact 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.
Sovereign – Agreed to repair overhanging trellis, leaning fence and overhanging tree branches over FP15
Lower Grass Warren – Weeds on Pavement – Reported to Sovereign. Clerk to chase
Grass Warren – Broken Birdsmouth fencing – Reported to Sovereign. Clerk to chase
Grass Warren – Overgrown hedge outside 8 Grass Warren – Reported to Sovereign 30.5.25. Cllr D Lloyd advised half the hedge has been cut. Clerk to contact Kirkham Contracting and Sovereign.
St Peters- Reinstate 2 posts – The Parish Council agreed to use a few of the granite kerbstones from Lower Green.
Todd's Green – Removing 5 x tree stumps and flail mowing area – Completed.

Tree Risk Assessment – Area 3 Bramfield Road and Queen Hoo Lane – A further quote has been obtained for £5,250 no vat and this compares to the quote of £4,704 excl vat from Rob Cooper. The Parish Council agreed to accept the quote from Clinton Wilkinson and ask for any chippings to go to the Allotment Association.

60. CORRESPONDENCE

Herts Local Cycling and Walking Infrastructure Plan (LCWIP) – This public consultation started on 25th September and ends on Wednesday 5th November.

Garages in Tewin – A request for information about garages to hire in Tewin was directed to East Herts Council and Welwyn Hatfield Council as there are no longer garages for rent in Tewin.

61. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Policing – The focus for the quarter is on hare coursing and flytipping.

62. DATE OF NEXT MEETING

The next Parish Council meeting will be on **Monday 3rd November 2025 at 7.45pm** at Tewin Memorial Hall.

The meeting closed at 9.15pm.