

## TEWIN PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 1<sup>st</sup> December 2025 at Tewin Memorial Hall at 7.45pm.**

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

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

**75. APOLOGIES FOR ABSENCE** received from Cllr B. Evans, Cllr N. Moore and Herts County Councillor K. Crofton.

**76. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING** held 3<sup>rd</sup> November 2025, copies of which have been previously circulated to Councillors were confirmed as a true record and signed by the Chairman.

### NO PARISHIONERS COMMENTS

### 77. NO DECLARATIONS OF INTEREST

### 78. PLANNING

#### Planning Applications

**3/25/1657/HH – 15 Sevenacres, Tewin** - Conversion of garage to habitable room, installation of one rooflight.

Alterations to fenestration – *TPC No Comment*

**3/25/1362/HH – 51 Bishops Road, Tewin** - Erection of first floor front extension, two-storey rear extension, alterations to front entrance and dormer, and garage – *TPC No Comment*

**3/25/1704/LBC – The Rose & Crown, Upper Green, Tewin** - Listed building consent for dismantling and repairing of single storey outbuilding to support its use as covered external space within pub – *TPC No Comment*

**3/25/1843/CUAPN - Muspatts Farm, Churchfield Road, Tewin** - Change of use from agricultural to flexible commercial use Class E(g)(iii) under Part 3 Class R of the GPD.

**3/25/1840/PNHH – 23 Bishops Road, Tewin** - Demolition of conservatory and single storey rear extension. Erection of two single storey rear extensions: Depth 8.00 metres, maximum height 4 metres, maximum eaves height 3 metres with rooflights and bi-folding doors

**3/25/1711/CLPO - 12 Firs Walk, Tewin** - Erection of an outbuilding and construction of a driveway

**3/25/1698/CLPO - 44 Orchard Road, Tewin** - Demolish existing extension, erection of single storey side and rear extensions and detached outbuilding, alteration to fenestration

#### Planning Decisions

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

#### Enforcement Issues

**E/24/0256/ENF – Structure at Plotlands, B1000, Tewin Plotlands** – Planning Enforcement advised that they cannot take action about red pegs on and around the footpath and clearance of site.

**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 – Appeal Dismissed**

Roof conversion incorporating 3 new conservation rooflight windows to North elevation and a replacement rooflight window to South elevation - *TPC No Comment- EHC Refused- Appeal Dismissed*

#### Premises Licence

**Tewinbury Licensing – 25/1695/PL** – A meeting for the village was held on 26<sup>th</sup> November 2025. The Parish Council agreed to put summary notes of the meeting on the website. The Parish Council agreed to check with East Herts Council that the application would be referred to the Licencing committee.

## **79. FINANCE**

**Accounts for Payment** - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council comprised: PWLB £2916.77, HMRC PAYE £1257.41, C McFarlane £959.30, Kirkham Contracting Hedges £384, Kirkham Contracting Gates £660, T&J Fire £112.24, NEST £101.52, Tewin Memorial Hall £54, Xero £44.40, EON £42.92,

**Internal Audit Date** – This will be completed on 3<sup>rd</sup> December 2025.

**PWLB** – The Parish Council noted that the PWLB repayment of £2,916.77 is due on 8<sup>th</sup> December 2025.

**Grass Cutting reimbursements** – Reimbursement has been received from East Herts Council. HCC and Sovereign have been chased.

**Precept** – The Parish Council reviewed the precept options for the Financial Year Ending 31.3.2027 and in accordance with the Financial Regulations of the Council, they unanimously agreed to increase the precept by 11.5% from £43,500 to £48,500 to accommodate ongoing annual parish tree works and maintain reserves.

**Subscriptions** - The Parish Council agreed to continue with the existing subscriptions: CPRE, Open Spaces Society, Herts & Middx Wildlife Trust, Parish Online, CDA for Herts and Society for Local Council Clerks.

**Reserves** - At FYE 31.3.2026 reserves are expected to equate to 59% (FYE 31.3.2024: 65%) of total annual expenditure which is lower due to the substantial tree works costs. The increase in the precept is intended to protect the reserve level by providing enough funds to meet the parish tree work costs.

## **80. HIGHWAYS**

**Broken Gates** – Kirkham Contracting has completed the gate works. The Clerk to check that the Grass Warren gate has been repaired.

## **81. PAVILION & UPPER GREEN**

**Weekly Playground Inspections** - Nothing to report.

**Pavilion Exterior Repairs & Painting** – Three quotes have been obtained and the Parish Council agreed to accept the quote from C Spiller for £2,980.

**Tennis Court Hedging** – Kirkham Contracting has completed these works.

**Playground Inspection** – Cllr K St Pier is sourcing the missing parts.

## **82. LOWER GREEN**

**Speeding** - The Drive Safe team have been out using the speed indicating device.

**Allotments Tenancy** – Renewal of the tenancy has been confirmed for a further 5yrs at a cost of £822 (£715).

The Parish Council agreed to renew the tenancy and advise the solicitors that in the past the Parish Council have not paid the legal fees but going forward would agree to split the fees 50/50.

**Allotment Rent** – The Parish Council agreed to split the rent charged to Tewin Allotment Association 60/40.

**Bollard on FP 18 Archers Green Road** – The Parish Council agreed to accept the quote of £84 to install a replacement wooden bollard from Kirkham Contracting.

## **83. RISK ASSESSMENT**

Sovereign – Fence still leaning and overhanging tree branches over FP15 - Clerk has chased.

Grass Warren – Weeds on Pavement – Reported to Sovereign. Clerk has chased.

Grass Warren – Broken Birdsmouth fencing – Reported to Sovereign. Clerk has chased.

**Tree Risk Assessment** – Area 3 Bramfield Road and Queen Hoo Lane – These works will be completed in due course.

The Clerk has reported nine trees on Herts Highways verges to the Herts Highways fault line for inspection.

## **84. CORRESPONDENCE**

## **85. REPORTS FROM REPRESENTIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES**

**Transport** – The 388 bus has been reinstated. The bus company has been advised that the incorrect number is showing.

## **86. DATE OF NEXT MEETING**

The next Parish Council meeting will be on **Monday 2<sup>nd</sup> February 2026 at 7.45pm** at Tewin Memorial Hall.

The meeting closed at 9.17pm.