

## NORTH HERTS COUNCIL

WEEK ENDING FRIDAY 5 JULY 2024

# MEMBERS' INFORMATION

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Produced by the Communications Team. Any comments, suggestions or contributions should be sent to the Communications Team at [MIS@north-herts.gov.uk](mailto:MIS@north-herts.gov.uk)

# NEWS AND INFORMATION

## AGENDA & REPORTS

### PUBLISHED WEEK COMMENCING

1 JULY 2024

Cabinet Panel on the Environment – 17 July 2024

Planning Control Committee – 18 July 2024

### FORTHCOMING MEETINGS WEEK COMMENCING

8 JULY 2024

Cabinet – 9 July 2024

Full Council – 11 July 2024

### UPCOMING OTHER EVENTS

FROM FRIDAY 5 JULY 2024

Date	Event	Location
	None	

MIS DATE TBC  
LEGAL & COMMUNITY

# MEMBERS

# INFORMATION NOTE

## LAUNCH OF NORTH HERTS PROSPERITY FUND (Parishes and Voluntary and Community and Social Enterprise (VCSE) organisations)

**The North Herts Prosperity Fund is officially being launched, July 5<sup>th</sup>, 2024, with a grant deadline of midnight September 1<sup>st</sup>.**

Grant values will range from a minimum of £5,000 to a maximum of £20,000.

NHC is pleased to announce that as a part of the third years funding from The Department for Levelling Up, Housing and Communities, we have an allocated £210,000 for the provision of grants to Parishes and Community Groups.

The fund will be disseminated as grants to enable parishes and others to undertake projects they would like to complete so long as the activity fits the criteria for funding. DLUHC has provided a list of approved interventions, all of which have the aim of improving life in the community (see table below). The money may be revenue or capital spend, but the grants **must** be used by the 31<sup>st</sup> March 2025.

Bespoke Intervention
E01: Improvements to town centres & high streets
E02: Community & neighbourhood infrastructure projects
E03: Creation of and improvements to local green spaces
E04: Enhancing existing cultural, historic & heritage institutions offer
E05: Built & landscaped environment to 'design out crime'
E06: Local arts, cultural, heritage & creative activities
E07: Support for active travel enhancements
E08: Campaigns to encourage visits and exploring of local area
E09: Impactful volunteering and/or social action projects
E10: Local sports facilities, tournaments, teams & leagues
E11: Capacity building & infrastructure support local groups
E12: Community engagement schemes, local regeneration
E13: Community measures to reduce the cost of living
E14: Relevant feasibility studies
E15: Investment support for digital infrastructure for local community facilities

Of the £210,000 there is a prescribed Capital/Revenue split on the funding. The proportion of spend will be £130,000 capital funding and £80,000 revenue funding. Therefore, applications must highlight capital/revenue allocation for their chosen activities project.

As the funding must be spent by organisations by the end of March 2025, we are looking for projects that are ready to start imminently.

Projects which already have part funding are ideal, although the grants cannot be used to replace funding already agreed – they must provide additionality to the projects scheme. Groups must adhere to the UKSPF regulations on purchasing, branding and record keeping, and to provide us with feedback in the form of outputs and outcomes so we can report back to the funder (details on the application form).

Proposed projects must pertain to at least one of the Council's three Priorities: *People First; Sustainability; A Brighter Future Together*.

For more information please contact:

**Reuben Ayavoo** – Policy and Communities Manager – [reuben.ayavoo@north-herts.gov.uk](mailto:reuben.ayavoo@north-herts.gov.uk)  
Tel: 01462 474212

Georgina Chapman – Policy Team Leader – [Georgina.chapman@north-herts.gov.uk](mailto:Georgina.chapman@north-herts.gov.uk)  
Tell: 01462 474121

**Claire Morgan** – Community/Partnerships Team Leader – [claire.morgan@north-herts.gov.uk](mailto:claire.morgan@north-herts.gov.uk)  
Tel: 01462 474226

## **BACKGROUND PAPERS**

[UK Shared Prosperity Fund: prospectus - GOV.UK \(www.gov.uk\)](#) & [UK Shared Prosperity Fund: additional information - GOV.UK \(www.gov.uk\)](#)

Cabinet decision 19 March 2024 includes links to relevant papers & reference to earlier delegated decision) [Shared Prosperity Fund process and proposed allocation for 2024/5 spend](#)

## RESOURCES

# MEMBERS

# INFORMATION NOTE

### **Nominations to the Asset of Community Value register**

Under the Assets of Community Value (Community Right to Bid) we may receive nominations to list assets within our District, whether they are NHDC owned or not. When a valid nomination is received, we will inform all Councillors. Subsequently we will also notify Councillors of whether the listing nomination was successful or not.

This note is to confirm that we have received a nomination, under the Localism Act, from Reed Parish Council for The Cabinet PH, High Street, Reed

If a nomination for an asset is accepted, no further actions are taken until such time as the asset is to be put up for sale (or for disposal by a long lease).

If you have any queries regarding the interpretation of the "Right to Bid", please contact Douglas Traill-Stevenson in Legal Services. I would be very grateful for any comments you may have on this nomination by 1 August 2024

#### **Background:**

The Dept of Communities & Local Government states that the initial requirements for a valid nomination are:

- A) a description of the nominated land including its proposed boundaries for the purposes of the nomination.
- B) any information the nominator has about the freeholders, leaseholders and current occupants of the site.
- C) the reasons for nominating the asset, explaining why the nominator believes the asset meets the definition.
- D) the nominator's eligibility to make the nomination.

For more information please contact:

Rachel Cooper

Controls, Risk and Performance Manager

Tel: 01462 474606

Email: [Rachel.cooper@north-herts.gov.uk](mailto:Rachel.cooper@north-herts.gov.uk)

# **Incidents Summary Analysis by Zone North Herts**

**01/06/2024 to 01/07/2024**

# Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

## Category Summary

### Zone: Baldock

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Assault	Robbery	1
Suspicious Activity		1

**Total No. of Incidents in Zone Baldock: 2**

### Zone: Hitchin

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
_TEST		2
Alarm Activation	Intruder Alarm	1
Anti-Social Behaviour	Public Order	9
Arson/Fire		2
Burglary		2
Concern for Welfare	Missing Persons	4
Deception/Fraud		2
Drug Related		3
Police Request	Operation	5
Post Event Viewing	Public Viewing Request	10
Suspicious Activity		3
Theft	Shoplifting	4
Vehicle	DUI	1
Weapon	Knife	1

**Total No. of Incidents in Zone Hitchin: 49**

### Zone: Knebworth

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Assault		2
Suspicious Activity		1

**Total No. of Incidents in Zone Knebworth: 3**

### Zone: Letchworth

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Alarm Activation	Intruder Alarm	1
Anti-Social Behaviour	Drunken Behaviour	1
Arson/Fire		3
Assault	ABH	1
Concern for Welfare	Mental Health	3
Criminal Damage		1
Domestic		1
	Other	1



## Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

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Police Request		1
Post Event Viewing	Public Viewing Request	7
Suspicious Activity		4
Theft	Shoplifting	1
Vehicle	ANPR Activation	1
Weapon		2

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**Total No. of Incidents in Zone Letchworth: 28**

### Zone: Royston

<u>Category Name</u>	<u>Sub Category Name</u>	<u>No. of Incidents</u>
Anti Social Behaviour	Drunken Behaviour	3
Post Event Viewing	Download For Police	6
Suspicious Activity		1

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**Total No. of Incidents in Zone Royston: 10**

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**Total No. of Incidents : 92**

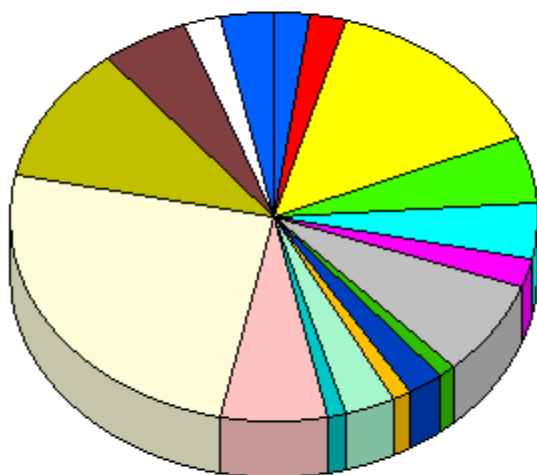
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# Incidents Summary Analysis by Zone

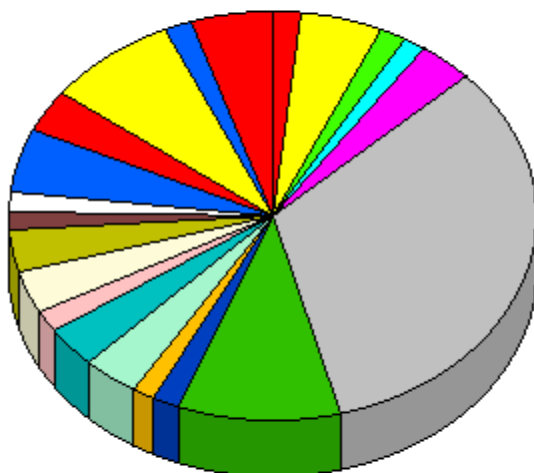
01/06/2024 to 01/07/2024

## No. of Incidents by Category



_ TEST	2.2%
Alarm Activation	2.2%
Anti Social Behaviour	14.1%
Arson/Fire	5.4%
Assault	4.3%
Burglary	2.2%
Concern for Welfare	7.6%
Criminal Damage	1.1%
Deception/Fraud	2.2%
Domestic	1.1%
Drug Related	3.3%
Other	1.1%
Police Request	6.5%
Post Event Viewing	25.0%
Suspicious Activity	10.9%
Theft	5.4%
Vehicle	2.2%
Weapon	3.3%
<b>Total:</b>	<b>100.0%</b>

## No. of Incidents by Sub Category



	0.0%
ABH	1.6%
Affray	4.9%
ANPR Activation	1.6%
Banking Protocol	1.6%
Disorder	3.3%
Download For Police	32.8%
Drunken Behaviour	9.8%
DUI	1.6%
Injury	1.6%
Intruder Alarm	3.3%
Knife	3.3%
Littering	1.6%
Mental Health	3.3%
Missing Persons	3.3%
Operation	1.6%
Public Order	1.6%
Public Viewing Request	4.9%
Robbery	3.3%
Shoplifting	8.2%
Test	1.6%
Warrant or Wanted	4.9%
<b>Total:</b>	<b>100.0%</b>

# Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

## Call Source Summary

### Zone: Baldock

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	1
Police Airwaves	1

**Total No. of Incidents in Zone Baldock: 2**

### Zone: Hitchin

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	9
Police Airwaves	23
Post Event Viewing	9
Town Link	8

**Total No. of Incidents in Zone Hitchin: 49**

### Zone: Knebworth

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	1
Police Airwaves	2

**Total No. of Incidents in Zone Knebworth: 3**

### Zone: Letchworth

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	3
Police Airwaves	14
Police Control	1
Post Event Viewing	7
Town Link	3

**Total No. of Incidents in Zone Letchworth: 28**

### Zone: Royston

<u>Call Source</u>	<u>No. of Incidents</u>
Controller	1
Police Airwaves	3
Post Event Viewing	6

**Total No. of Incidents in Zone Royston: 10**



## Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

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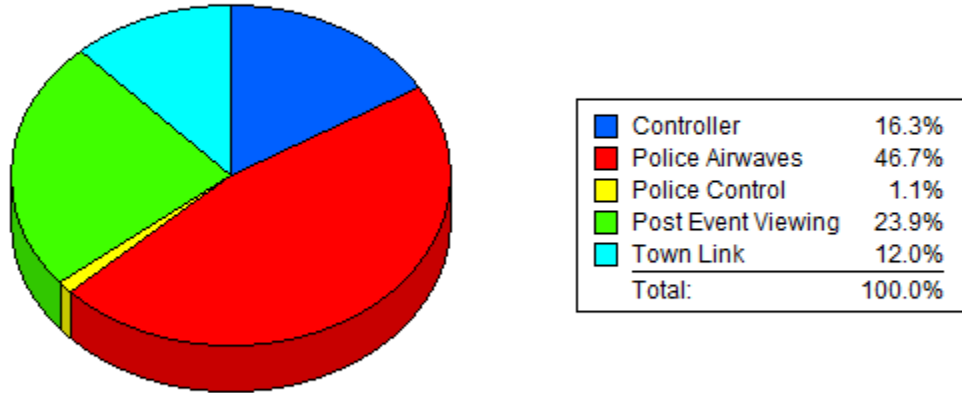
Total No. of Incidents :	92
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## Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

### No. of Incidents by Call Source



# Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

## Camera Summary

### Zone: Baldock

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00802	Thurnall Close	1
00803	High Street Junc	2
W00801	Mansfield Road	1
W00804	High Street	1
W00805	Whitehorse Street	1
W00806	Great North Road	1

**Total No. of Incidents in Zone Baldock: 2**

### Zone: Hitchin

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00300	Bancroft North	8
00301	Bancroft Park Car	2
00302	Bancroft Middle	5
00303	Bancroft	13
00304	Brand Street	9
00305	Market Place	14
00306	Market Place Sun	10
00307	Hermitage Road	18
00308	Woodside Car Park	4
00309	Churchyard South	3
00310	Churchyard North	4
00311	Sun Street	7
00312	Bucklesbury	6
00313	Biggen Lane Car	8
00314	Queen Street	7
00315	Portmill Lane Car	6
00316	Station Approach	3
00317	Nightingale Road	4
00822	Westmill John	1
03028	RV Westmill	1
03028a	RV Westmill	1
03028b	RV Westmill	1
03028c	RV Westmill	1
03034	RV CCTV Stores	1
10081	Waitrose Multi CP	1
10082	Waitrose Multi CP	1
10083	Waitrose Multi CP	1
10084	Waitrose Multi CP	1
10085	Waitrose Multi CP	1
10086	Waitrose Multi CP	1
10087	Waitrose Multi CP	1
10088	Waitrose Multi CP	1
10089	Waitrose Multi CP	1
10090	Waitrose Multi CP	1

## Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

10091	Waitrose Multi CP	1
10092	Waitrose Multi CP	1
10581	Ransoms Rec Static	1
10582	Ransoms Rec PTZ	1
W00300	Bancroft North	1
W00301	Bancroft Park	1
W00303	Bancroft	1
W00304	Brand Street	1
W00305	Market Place	1
W00306	Market Place	1
W00307	Hermitage Road	1
W00308	Woodside Car Pa	1
W00309	Churchyard	1
W00310	Churchyard	1
W00311	Sun Street	1
W00312	Bucklesbury	1
W00314	Queen Street	1
W00316	Station Approach	1
W00317	Nightingale Road	1
W00822	Westmill John	1

**Total No. of Incidents in Zone Hitchin: 49**

### Zone: Knebworth

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00850	Station Road Junc	2
00851	London Road	3

**Total No. of Incidents in Zone Knebworth: 3**

### Zone: Letchworth

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00401	Eastcheap Car Park	10
00402	Broadway Hotel	3
00403	Station Place	9
00404	Station Road West	4
00405	Station Road	2
00406	Station Road East	10
00407	The Wynd	1
00408	Leys Avenue	3
00410	Eastcheap Middle	4
00411	Broadway Gardens	2
00412	Broadway South	2
00413	Gernon Road	1
00414	Howard Park Car Pa	1
00415	Norton Way South	6
00417	Leys Avenue Top	6
00419	Leys Avenue	2
00420	Letchworth MSCP	1

## Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

00421	Letchworth MSCP	1
00422	Letchworth MSCP	1
00423	Letchworth MSCP	1
00820	Grange Estate Southf	3
00821	Grange Estate Rear Sh	2
00823	Jackmans	1
00824	Jackmans	2
03002	RV Brampton Park	1
03005	RV Webb Close	1
03006	Lampost 3 Redhill	1
W 00820	Grange Estate	1
W00401	Eastcheap Car Pa	2
W00402	Broadway Hotel	1
W00403	Station Place	1
W00404	Station Road	2
W00406	Station Road East	2
W00407	The Wynd	2
W00409	Leys Square	3
W00415	Norton Way	1
W00418	Leys Avenue Squ	2
W00821	Grange Estate	1

**Total No. of Incidents in Zone Letchworth: 28**

### Zone: Royston

<u>Camera Name</u>	<u>Camera Location</u>	<u>No. of Incidents</u>
00809	Subway Burns	1
00810	Lower King Street	2
00811	Lower high street	6
00812	Upper High Street	4
00813	Corn Exchange Junc	2
00814	Market Hill	3
00815	Fish Hill Opp NU	2
00816	Council Offices Car	2
00817	Subway Brook	1
00818	Subway West	1
00819	Subway East	1
03003	RV Priory Park	3
04101	MG Caravans 1	1
04102	MG Caravans 2	1
04103	MG Caravans 3	1
04104	MG Caravans 4	1
04105	MG Caravans 5	1
04106	MG Caravans 6	1
04107	MG Caravans 7	1
04108	MG Caravans 8	1
04109	MG Caravans 9	1
W00811	Lower High	1
W00812	Upper High Street	1
W00813	Corn Exchange	1



## Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

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W00814	Market Hill	1
W00815	Fish Hill Opp	1
W00816	Council Offices C	1

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**Total No. of Incidents in Zone Royston: 10**

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**Total No. of Incidents : 88**

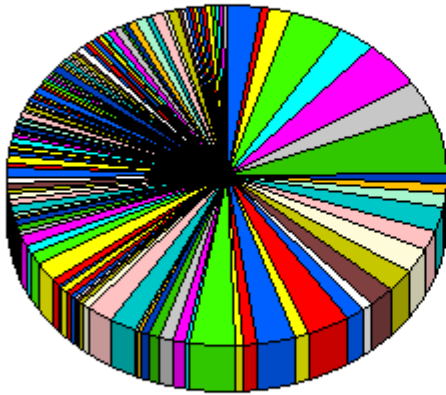
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# Incidents Summary Analysis by Zone

01/06/2024 to 01/07/2024

## No. of Incidents by Camera



0300 Bancroft North	2.5%
00301 Bancroft Park Car Park	0.6%
00302 Bancroft Middle	1.6%
00303 Bancroft Heritage Rd	4.0%
00304 Brand Street	2.8%
00305 Market Place High St	4.4%
00306 Market Place Sun St	3.1%
00307 Heritage Road	5.6%
00308 Woodside Car Park	1.2%
00309 Churchyard South	0.9%
00310 Churchyard North	1.2%
00311 Sun Street	2.2%
00312 Bucklesbury	1.9%
00313 Biggen Lane Car Park	2.5%
00314 Queen Street	2.2%
00315 Portmill Lane Car Park	1.9%
00316 Station Approach	0.9%
00317 Nightingale Road	1.2%
00401 Eastcheap Car Park	3.1%
00402 Broadway Hotel	0.9%
00403 Station Place	2.8%
00404 Station Road West	1.2%
<b>Total:</b>	<b>100.0%</b>

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

Any interest to declare/ or conflict and any dispensation granted <i>[if applicable]</i>	
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**SERVICE DIRECTORATE:** PLACE

**1. DECISION TAKEN**

1.1 To approve to hold a Scavenger Hunt by Letchworth Family Support Team at Norton Common on Wednesday 31<sup>st</sup> July 2024 from 1100 hours to 1500hrs.

**2. DECISION TAKER**

2.1. Andrew Mills, Service Manager Greenspace

**3. DATE DECISION TAKEN:**

3.1 3<sup>rd</sup> July 2024

**4. REASON FOR DECISION**

4.1 To support the organisers to provide this event for the community.

**5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 The organisers have approached North Herts Council to host this event. No other alternatives have been considered.

**6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)**

6.1 Consultation has been undertaken with colleagues in the Safety Advisory Group.

**7. FORWARD PLAN**

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

**8. BACKGROUND/ RELEVANT CONSIDERATIONS**

8.1 The organisers have approached NHC for approval to use this location for their event.

**9. LEGAL IMPLICATIONS**

9.1 The authority has an obligation to ensure that the public open spaces it maintains are at a standard that are safe for everyone to use. Additionally, the authority has an obligation to ensure that any environmentally sensitive environment is not damaged due to actions or intentions of others.

**10. FINANCIAL IMPLICATIONS**

10.1 There are no financial risks as this opportunity is generating income.

**11. RISK IMPLICATIONS**

11.1 There are no risk implications. However, risk assessments have been considered to endeavour that this is a safe event.

**12. EQUALITIES IMPLICATIONS**

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 Central Government and national groups have expressed the continued importance of public Green Space in the health and well-being of communities. From April 2013 local authorities at county level are required to take on the statutory duty to improve the health of their communities as required by the Health and Social Care Act 2012 and with it, to acquire many of the public health services currently the responsibility of the NHS. The use of open spaces, parks, playgrounds, and relevant leisure facilities are promoted in terms of reducing the impact of obesity on long term health, the importance in the management of wellbeing and in aiding relaxation, as well as sensory' enjoyment.

**13. SOCIAL VALUE IMPLICATIONS**

13.1 The event is open to everyone.

**14. ENVIRONMENTAL IMPLICATIONS**

14.1 There are no known Environmental impacts or requirements that apply to this event.

**15. HUMAN RESOURCE IMPLICATIONS**

15.1 This item of work is contained within the Place Directorate existing work programs.

**16. BACKGROUND PAPERS**

16.1 None

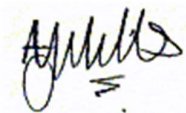
**17. APPENDICES**

17.1 None

**NOTIFICATION DATE - 5<sup>th</sup> July 2024**

**Signature of Executive Member Consulted .....Not Applicable.....**

**Date .....3<sup>rd</sup> July 2024**



**Signature of Decision Taker .....**

**Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.**

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted [N/A]

#### SERVICE DIRECTORATE: LEGAL AND COMMUNITY

##### 1. DECISION TAKEN

- 1.1 To apply a blanket 45p/mile travel rate for all Presiding Officers applicable to those working at the General Election on 4 July 2024. This will be applied for a presiding officer to collect a ballot box and to travel to and from the polling station to the count location.

##### 2. DECISION TAKER

Anthony Roche, Managing Director.

##### 3. DATE DECISION TAKEN:

3 July 24

##### 4. REASON FOR DECISION

- 4.1 To provide suitable compensation to Presiding Officers, and better align to neighbouring authorities payments for those Parliamentary constituencies that fall between different neighbouring authorities – i.e. “take on areas”, further distances to travel and varying payment rates. These are also more difficult to fill role due to the experience and skills required. The scale of fees was also previously set by Council before payment of such travel expenses was confirmed by DLUHC. The Council will therefore apply to recover these payments, from central government, post-election.

##### 5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 To continue with the fees approved by Council.

##### 6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 There is no requirement for Full Council to agree the scale of fees. However, this is a non-executive decision and for transparency and good practice the Scale of Fees for local electoral events are generally presented to Full Council for approval. These Fees were last set by Council as per the Background papers/ link below.
- 6.2 Given the short notice of when the General Election has been called, there is insufficient time to address the matter of the inconsistencies between the fees paid to Presiding Officers by the take on authorities, by Full Council.
- 6.3 The matter was discussed at the recent Elections Project Board meeting.
- 6.4 The inconsistencies in the fees were highlighted to the Department for Levelling Up, Housing and Communities (DLUHC).

6.5 The Leader of Council has been consulted on this matter.

## **7. FORWARD PLAN**

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

## **8. BACKGROUND/ RELEVANT CONSIDERATIONS**

8.1 Each Local Authority is required to appoint a Returning Officer (RO). The RO is appointed in an independent capacity by the Council to organise and run elections free from the political structure of the authority. Councils must provide their RO with the resources they need to run elections. This includes the cost of recruiting and paying staff to act as Presiding Officers and Poll Clerks, along with any other ancillary staff necessary for the success of a poll.

8.2 For national polls the government issues a Fees and Charges schedule which identifies for each authority a "maximum recoverable amount" along with a fee which may be claimed by the appointed RO for the rendering of their services. The RO will pay their appointed staff from the monies provided by government and will account for their expenditure by way of a return to the Election Claims Unit (ECU) at the Cabinet Office.

8.3 DLUHC have introduced indicative fees for all elections roles at polls which they fund. This introduced set fees which should be paid to elections staff at UK Parliamentary elections, Police and Crime Commissioner elections and national referenda.

8.4 For all such national elections, the RO will be expected to adhere to the range proposed for each role by the DLUHC. To pay outside of this range will require special agreement from the ECU or risk the ECU refusing to reimburse the difference where roles exceed their expected amounts.

8.5 No such formal structure exists for local elections, which is why a local scale of election fees is required to cover staff costs associated with the administration of elections and other electoral events, e.g., County Council elections, District Council elections, Town and Parish elections, Neighbourhood Planning Referendums or Town/Parish Poll.

8.6 Although local elections are not formally subject to the same fees as national elections, in practice the scale of fees are uniform across all election types as having separate fees for local and national elections causes confusion and major issues with staffing elections which pay different amounts to those held either at the same time or in other years.

8.7 Given the cross boundaries involved at a UK Parliamentary Election and the significant increase in the number of polling stations on 4 July, the RO has appointed Presiding Officers from other neighbouring authorities that usually work at the respective authorities local elections.

8.8 DLUHC have introduced indicative fees, not set fees and therefore the scale of fees differs between each of the take on neighbouring authorities. (Those authorities that fall within the parliamentary constituency boundary for which the North Hertfordshire Returning Officer administers). The difference is at least £20 and the proposal will assist to address the difference in fees.

8.10 Presiding Officers have been appointed on the North Herts Council scale of fees. However, to ensure the retention of Presiding Officers which is a very challenging role to fill, and as Presiding Officers have responsibility to collect the ballot box and later

deliver the ballot box to the count location, there is an increased travel cost to these roles both for our staff as well as the take on authorities.

## **9. LEGAL IMPLICATIONS**

9.1. The Democratic Services Manager has been appointed as RO as per section 14.6.13 of the Constitution.

9.2. There is no specific delegation to set fees for elections. The RO has responsibility for elections, although setting their own fees is not recommended. Section 14.5.1 further provides "All those functions relating to elections" falls to the Council or Service Director: Legal & Community, as an effective default. However the Service Director is the Deputy RO under the Constitution and by default RO in situations of absence of the RO. It is therefore inappropriate for her to exercise these functions in this instance. In such situations where neither Council nor the designated officer may exercise such non-Executive functions, the Managing Director may do so as per 14.6.2 below, to ensure that a decision is taken in advance of the election.

9.3. 14.6.2 of the Constitution refers to:

14.6.2.(f) The Managing Director may exercise any of the delegated powers in this scheme or may authorise one officer to carry out the functions of another absent officer.

14.6.2 (a) (iv) In cases of emergency or urgency (where possible in consultation with the Leader of the Council) to carry out any Council or Executive function, power or duty.

## **10. FINANCIAL IMPLICATIONS**

10.1 The Electoral Commission recommends ratios when allocating electors and staff to Polling Stations which dictates that each Polling Station requires a Presiding Officer and between 1 and 3 Poll Clerks.

10.2 At the General Election it is necessary to appoint 130 Presiding Officers, of which 18 are Presiding Officers from Central Bedfordshire and 37 are Presiding Officers from East Hertfordshire.

10.3 The financial implication of 45p/mile is unknown as Presiding Officers are travelling a variety of distances. However, within the DLUHC Guidance to Staff, ROs can be *'reimbursed for necessary travel costs paid to polling station inspectors and presiding officers. These costs may include, for example, costs for a presiding officer to travel to and from the polling station, including travel in advance of polling day, or for any necessary travel required to collect or transport ballot boxes and equipment'*.

## **11. RISK IMPLICATIONS**

11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.

11.2 Staffing the polling stations is extremely challenging, especially recruiting Presiding Officers, and with any level of experience. This is in addition to the significant resource taken with the already stretched electoral services team to firstly recruit staff to the hundreds of roles, all associated recruitment matters i.e. right to work checks and then finding alternative staff for which there is no reserve.

- 11.3 The Council needs to ensure it complies with statutory requirements. One element of this is to ensure that it has sufficient staff required to operate an election. Staffing of polling station roles continues to present one of the biggest challenges in the running of elections. Whilst other factors such as the hours of work and working environment contribute to this.
- 11.4 The impact of the Elections Act has also increased the complexity in the administration for polling station staff (Presiding Officers, Poll Clerks and Polling station Inspectors), who are now expected to, amongst other reforms, verify the identity of every voter before a ballot paper is issued.
- 11.5 The RO heavily relies on the usual polling station staff from the take on authorities to staff the increased number of polling stations at a general election. Without the offer of the travel fee there is a significant risk that they will decide not to undertake the role.
- 11.6 As with every election that is funded by central government a claim is required to be submitted to the ECU which is subject to various levels of scrutiny and may not be reimbursed in full and has been known to take years to settle.
- 11.7 This change may cause an expectation that this will be applied to future elections, including district elections. For those elections, the costs incurred will not be fully reimbursed. It may be possible to share the increased cost, e.g., where aligned with PCC elections.

## **12. EQUALITIES IMPLICATIONS**

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 Given that there has been a change in count location for all staff, not just those from the take on authorities, it is only fair that the travel allowance be available for all Presiding Officers.

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 The Social Value Act and “go local” policy do not apply to this decision.

## **14. ENVIRONMENTAL IMPLICATIONS**

- 14.1. There are no known Environmental impacts or requirements that apply to *this report*.

## **15. HUMAN RESOURCE IMPLICATIONS**

- 15.1 There are no human resource implications, other than those set out.
- 15.2 Staff that have been appointed have been issued with letters of appointment.

## **16. BACKGROUND PAPERS**

- 16.1 [Agenda for Council on Thursday, 23rd November, 2023, 7.30 pm | North Herts Council \(north-herts.gov.uk\)](#) Minute 249 refers – Electoral Services – Scale of Fees 2024/25

## **17. APPENDICES**

- 17.1 None.

**NOTIFICATION DATE**

*Date sent to all Members, put on website and appears in MIS – Committee, Member & Scrutiny Services can confirm this with you,*

Signature of Decision Taker .....  .....

**Please Note:** that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.

**Call-in does not apply to NON-EXECUTIVE DECISIONS**



**EAST TEAM**

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
<b>Ashwell Parish Council</b>		
24/01412/TCA	Mrs Wendy Read Evolution Tree Works Services Limited 29 Offley Road, Hitchin, SG5 2AZ	24 Dixies Close Ashwell Baldock Hertfordshire SG7 5QN  Mr Ken Hollow  Beech - Fell
<b>Baldock</b>		
24/01329/FPH	ArchiTech Ltd. Mr Richard Chambers 72 Lytton Avenue, Letchworth, SG6 3HY, United Kingdom	5 South Lodge Mews South Road Baldock Hertfordshire SG7 6FB  Mr and Mrs Mann  Single storey rear extension and insertion of first floor side window following demolition of existing conservatory. Erection of outbuilding in side garden.
24/01367/FPH	Home Extension Team Miss Georgia Hayes 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	28 Downlands Baldock Hertfordshire SG7 6SY  Miss Gillet  Single storey rear extension and alterations to fenestration
<b>Letchworth Garden City</b>		
24/01064/LDCP	Mr Daniel Jolley 23 Northfields, Letchworth Garden City, Hertfordshire, SG6 4RJ	23 Northfields Letchworth Garden City Hertfordshire SG6 4RJ  Mr Daniel Jolley  Erection of detached garden room and painting exterior elevations.
24/01279/FP	Mr Vishal Luthra 3rd Floor, 166 College Road, London, HA1 1BH	Former Hsbc Bank Station Place Letchworth Garden City Hertfordshire SG6 3EU  Mr Vishal Luthra  Conversion of roof space to create one 2-bed flat including insertion of No.3 front dormer windows, No.1 rear dormer window and No.4 rear rooflights.

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 05/07/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 25/07/2024**

24/01342/FP	Mr Jason Valentine One Garden City, Broadway, Letchworth Garden City, Herts, SG6 3BF, United Kingdom	Broadway Cinema Eastcheap Letchworth Garden City Hertfordshire SG6 3DD  Mr Jason Valentine  Installation of No.2 information screens to replace existing card holders adjacent to entrance doors
24/01355/FPH	Rejig Homes Ltd Mr Abdul Haque 167 Heathfield Road, Hitchin, Hertfordshire, SG5 1TE	9 Midhurst Letchworth Garden City Hertfordshire SG6 4SF  Mr & Mrs Raine  Insertion of ground floor front window following removal of existing garage door to facilitate garage conversion. Alterations to fenestration.
24/01369/FPH	ArchiTech Ltd. Mr Richard Chambers 72 Lytton Avenue, Letchworth, SG6 3HY, United Kingdom	21 Baldock Road Letchworth Garden City Hertfordshire SG6 3JX  Mr Ditcham  Single storey rear extension
24/01370/NCS	SM Surveyors & Co Ltd Mr Paul Madden 14 Howards Wood, Letchworth Garden City, SG6 2DH, United Kingdom	76 Hillbrow Letchworth Garden City Hertfordshire SG6 3RE  Mr Peter Soluk  Single storey rear extension with the following dimension: Length as measured from rear wall of original dwelling - 3.6 metres
24/01427/TCA	Mr Dom Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN	18 Sollershott West Letchworth Garden City Hertfordshire SG6 3PX  Mr Chris Beaumont  T1. Silver Birch - Fell to ground level. T2. Silver Birch - Fell to ground level.
24/01430/TCA	Mr. Piers Bradburn Autumn Gold Tree Care 34 Lancaster Avenue, Hitchin, Herts, SG5 1PB	42 Broadwater Avenue Letchworth Garden City Hertfordshire SG6 3HJ  Sash Susan  T1, T2 Plum - Reduce top and front growth, restore shape, crown clean by max. 30%. T3 Chestnut - Reduce outlying growth to restore shape, crown clean by max. 15%. T4 Apple - Reduce outlying growth to restore shape, crown clean by max. 20%

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 05/07/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 25/07/2024**

24/01347/FP PJB Planning Ltd Peter Biggs 38 Heathfield  
1st & 2nd Floor, 2 West Street, Royston  
Ware, SG12 9EE, United Kingdom Hertfordshire  
SG8 5BN  
  
Steve Saward  
  
Erection of one detached 3-bed dwelling following demolition of existing garage including installation of hardstanding and associated works.

24/01404/FP Mr Colin Eades Mr Colin Eades 20 The Brambles  
Rose Cottage , High Street, Royston  
Gosmore, Hitchin, Herts, SG4 7QQ Hertfordshire  
SG8 9NQ  
  
Mr Stuart Savigar  
  
Relocation of boundary fence to enclose former amenity land within residential curtilage (Development already carried out)

**Rushden And Wallington Parish Council**

24/01350/FPH Martin Dingemans Wood Barn  
Wood Barn, Southern Green Farm, Southern Green  
Southern Green Farm, Southern Rushden  
Green, Rushden, SG90SS, United Buntingford  
Kingdom Hertfordshire  
SG9 0SS  
  
Martin Dingemans  
  
Single storey side extension

**Sandon Parish Council**

24/01343/LBC Whitworth Co-partnership Mr Mill End Cottage  
Matthew Stearn Classified Road Sandon Lane To North Boundary Of Doebridge Farm  
Unit 12 Park Farm Business Centre, Mill End  
Fornham St.Genevieve, Bury Sandon  
St.Edmunds, IP286TS, United Buntingford  
Kingdom Hertfordshire  
SG9 0RN  
  
Mr & Mrs M Wood  
  
Raise 2 no (north and central) chimneys and install flue liners, strip render from 1 no. north west gable wall and re finish in lime render

**Therfield Parish Council**

24/01371/FP PJB Planning Ltd Peter Biggs Hillcrest And Land At Tussocks  
1st & 2nd Floor, 2 West Street, The Causeway  
Ware, SG12 9EE, United Kingdom Therfield  
SG8 9PP  
  
Mr T Hanson  
  
Erection of seven dwellings (4 x 3-bed and 3 x 4-bed) including creation of vehicular access off The Causeway, carport, parking, landscaping, and associated works following demolition of existing dwelling and outbuildings.

**Wallington**

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 05/07/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 25/07/2024**

24/01298/FPH Kingsholme Conservatories Ltd Mr 3 The Street  
Colin Pullen Wallington  
Timberley, Oakway, Studham, LU6 Hertfordshire  
2PE SG7 6SN

Ms E A Kennedy

Single storey orangery to the west elevation

24/01299/LBC Kingsholme Conservatories Ltd Mr 3 The Street  
Colin Pullen Wallington  
Timberley, Oakway, Studham, LU6 Hertfordshire  
2PE SG7 6SN

Ms E A Kennedy

Single storey orangery to the west elevation

**Weston Parish Council**

24/01410/FPH 356 Design Limited Mr David Highgate  
Wannerton Mill Lane  
172A High Street, Stevenage, Weston  
Hertfordshire, SG1 3LL Hitchin  
Hertfordshire  
SG4 7AJ

Mr Jamie Logan

Detached double garage including storage space above and external staircase

**WEST TEAM**

Application No.	Applicant/Agent Address	Location Address, Applicant Name & Proposal
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**Hitchin**

24/01306/PNMA	HK Architects Mrs Helen Kyprianos 198 High Street, Barnet, Herts, EN5 5SZ	The Exchange Queen Street Hitchin Hertfordshire
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Sonar Group

Conversion to 24 self-contained 1-bed residential units with associated cycle and refuse/recycling provisions.

24/01340/FPH	JBE Mr James Burton 65 Shefford Road, Clifton, SG17 5RQ, United Kingdom	35 Broadmead Hitchin Hertfordshire SG4 9LX
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Mr Alaa Abunjaileh

Replacement roof incorporating raising height of roof to facilitate the addition of 1st floor accommodation. Single storey front, side and rear extensions. External render

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 05/07/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 25/07/2024**

24/01357/AD	Sign Specialists Ltd Miss Katie Williamson 19 Oxleasow Road, East Moons Moat Industrial Estate, Redditch, B98 ORE	The Glasshouse 31 Market Place Hitchin Hertfordshire SG5 1DY  Marston's PLC  Installation of one internally illuminated fascia sign and one non-illuminated window graphics
24/01361/LBC	Sign Specialists Ltd Miss Katie Williamson 19 Oxleasow Road, East Moons Moat Industrial Estate, Redditch, B98 ORE	The Glasshouse 31 Market Place Hitchin Hertfordshire SG5 1DY  Marston's PLC  Installation of one internally illuminated fascia sign and one non-illuminated window graphics
24/01365/FPH	G2 Architecture + Design Mr Andrew Clarke Moat House, Brickendonbury Estate, Hertford, SG13 8NL, United Kingdom	18 London Road Hitchin Hertfordshire SG4 9EW  Mr Dominic Myers  Part two storey and part single storey rear extension; front entrance porch and insertion of first floor side window following removal of existing canopy.
24/01374/LDCP	RTM Design Mr Richard Collin 27 St Andrews Close, Slip End, LU1 4DE	31 Foster Drive Hitchin Hertfordshire SG4 9EH  Mr & Ms Halsey & Verkroost  Single storey rear extension following demolition of existing conservatory
24/01394/FPH	Houghton Architecture Ltd Mr Mark Houghton Suite 83, Enterprise House, 86 Bancroft, Hitchin, Hertfordshire, SG5 1NQ	100 Strathmore Avenue Hitchin Hertfordshire SG5 1SU  Mrs J Jones  Single storey rear extension. Insertion of ground floor front window following removal of existing garage door to facilitate garage conversion. Alterations to fenestration.
24/01395/PNG	Home Extension Team Miss Georgia Haye 4 Brand Street, Hitchin, SG5 1HX, United Kingdom	3 Brand Street Hitchin Hertfordshire SG5 1LP  Miss Ahearne  Mixed used development comprising of commercial use (ground floor) and residential use (first floor) - to provide 1 x 2-bed flat.

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 05/07/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 25/07/2024**

24/01397/NCS	Arcicon Mr Raja Sekeran 42 Brudenell Close, Amersham, HP6 6FH	43 Halsey Drive Hitchin Hertfordshire SG4 9QR  Pinder  Single storey rear extension following removal of existing conservatory and garage with the following dimension: Length (measured from rear wall of original house) - 6.00 metres
24/01402/FPH	Lobs Design Mr Ian Lawrence Devonshire Business Centre, Works Road, Letchworth Garden City, SG6 1GJ, United Kingdom	16 Bradleys Corner Hitchin Hertfordshire SG4 0PR  Sandra Colley  Replace rear roof over existing garage and outbuilding and alterations to existing outbuilding to create utility room and detached garden store. Erection of front porch and side elevation garden gate.
24/01403/TCA	Mrs Allison Sparrow Arborcare Unit N, Shangri La Farm, SG1 2JE	25 The Avenue Hitchin Hertfordshire SG4 9RL  Dinsey  G1 2x Conifer - Crown lift 4m from ground level. T1 Lime - Crown lift 4m from ground level. T2 Acacia - Remove deadwood throughout crown. T3 Magnolia - Reduce branch over driveway and cut back from building. T4 Wellingtonia - Remove deadwood throughout crown.
24/01405/FPH	Home Extension Team Miss Georgia Hayes 4 Brand Street, Hitchin, Hertfordshire, SG5 1HX, United Kingdom	11 Deacons Way Hitchin Hertfordshire SG5 2UF  Mr and Mrs Purkiss  Two storey side extension and recover existing garage roof.
24/01423/FPH	Richfield Consulting Ltd Mr Ray Richfield The Carling Building, Coopers Yard, Market Place, Hitchin, Hertfordshire, SG5 1AR	22 Mattocke Road Hitchin Hertfordshire SG5 2NZ  Mr Darren Spicer  Single storey side extension and alterations to ground floor fenestrations
<b>Kimpton Parish Council</b>		
24/01349/S73	Briffa Phillips Architects Mr Matthew Briffa 19-21 Holywell Hill, St Albans, AL1 1EZ	15 Lime Avenue Blackmore End St Albans Hertfordshire AL4 8LQ  Mr Steve Toms  Removal of condition 17 of planning permission 21/03437/FP granted 28.09.2022

**Kings Walden Parish Council**

24/01254/FPH	Mr Oliver Berti 2 Heath Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8PL	2 Heath Road Breachwood Green Hitchin Hertfordshire SG4 8PL
		Mr Oliver Berti
		Part two storey and part single storey rear extension
<b>Offley Parish Council</b>		
24/01414/FPH	S & S Coates Surveying & Design Mr Steve Coates Room 2, Denel Wing, The Rufus Centre, Steppingley Road, FLITWICK, MK45 1AH	16 Elmtree Avenue Cockernhoe Luton Hertfordshire LU2 8QA
		Mr Gordon Claridge
		Single storey rear extension following demolition of existing rear conservatory/boot room.
<b>Pirton Parish Council</b>		
24/01420/TCA	Mr Dom Walker The Blue Tree Company 50 Bunyan Road, Hitchin, SG5 1NN	73 High Street Pirton Hitchin Hertfordshire SG5 3PU
		Dawson
		T1. Holly - Fell to ground level and eco plug. T2. Silver Birch - Remove branches from phone lines and give up to 1m clearance.
24/01431/TCA	Mr Simon Abbott 41 High Street, Pirton, Hitchin, SG5 3PT, United Kingdom	41 High Street Pirton Hitchin Hertfordshire SG5 3PT
		Mr Simon Abbott
		Greengage - Remove
24/01439/TCA	Mrs Allison Sparrow Arborcare Unit N, Shangri La Farm, SG1 2JE	Pirton School High Street Pirton Hertfordshire SG5 3PS
		Pirton
		T4 Elm - Fell. T6, T7 Black poplar - Deadwood through crown approx 26mm in diameter. T3 Norway Maple - Reduce failed stem by upto 3m. T15 Holly - Reduce dead stem back to live stem. T21 Plum - Fell. T8 Willow - Reduce regrowth. T12, T13 Plum - Remove Ivy T14 Laburnum - Remove Ivy. T20 8x Various Plum, 6x Hawthorn - Reduce off fence (1m). T23 Apple - Remove Ivy from crown
<b>Weston Parish Council</b>		

**NORTH HERTFORDSHIRE DISTRICT COUNCIL  
PLANNING CONTROL  
COUNCIL OFFICES, GERON ROAD, LETCHWORTH, HERTS SG6 3JF**

**LIST OF PLANNING APPLICATIONS RECEIVED IN WEEK ENDING: 05/07/2024  
DEADLINE FOR COUNCILLORS' CALL IN: 25/07/2024**

24/01428/NCS Plans To Expand Mr Geoffrey Phillips  
97 Mildmay Road, Stevenage, Herts, SG1 5RS

23 The Snipe  
Weston  
Hitchin  
Hertfordshire  
SG4 7BE

Ms Sarah Camps

Single storey rear extension following removal of existing rear element with the following dimension:  
Length (measured from rear wall of original house) - 5.97 metres

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**Wymondley Parish Council**

24/01331/LDCE Barker Parry Town Planning Ltd  
Sophie Middleton  
33 Bancroft, Hitchin, SG5 1LA,  
United Kingdom

The Priory Barn  
Priory Lane  
Little Wymondley  
Hitchin  
Hertfordshire  
SG4 7HD

Mrs Ann Hope

Existing use of the areas highlighted in purple on P 001 as a wedding / events venue

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(Including Withdrawn decisions)

**EAST TEAM**

<b>Application No:</b> 24/00895/FP	<b>Location:</b> Land Adjacent To 16 Betjeman Road Royston Hertfordshire SG8 5UP <b>Applicant Name:</b> Mr Andy Geraghty <b>Description:</b> Erection of one detached 1-bed bungalow including vehicular access and associated works.	<b>Decision:</b> Refused <b>Decision Date:</b> 03/07/2024
<b>Application No:</b> 24/00935/FPH	<b>Location:</b> 20 Picknage Road Barley Royston Hertfordshire SG8 8HP <b>Applicant Name:</b> Mr & Mrs Flack <b>Description:</b> Single storey front extension and erection of front porch canopy.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 28/06/2024
<b>Application No:</b> 24/01017/FPH	<b>Location:</b> 32 Priory Close Royston Hertfordshire SG8 7DU <b>Applicant Name:</b> Mr. Nick Haughey <b>Description:</b> Two storey front porch, installation of front steps and alterations to existing fenestration following demolition of existing front porch canopy and steps (amended plans received 04.06.2024).	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01027/FPH	<b>Location:</b> 24 Ivel Way Baldock Hertfordshire SG7 6LP <b>Applicant Name:</b> Mr & Mrs Washington-Hall <b>Description:</b> Part single, part two storey side and single storey rear extension.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 03/07/2024
<b>Application No:</b> 24/01041/FPH	<b>Location:</b> 66 Broadwater Avenue Letchworth Garden City Hertfordshire SG6 3HJ <b>Applicant Name:</b> Ms Makepeace & Mr Thurbin <b>Description:</b> Single storey side extension, erection of front porch canopy and alterations to existing rear windows and door following demolition of existing side garage/workshop and porch.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01087/PNG	<b>Location:</b> Former Hsbc Bank Station Place Letchworth Garden City Hertfordshire SG6 3EU <b>Applicant Name:</b> Mr Vishal Luthra Frithwood Surveying <b>Description:</b> Mixed used development comprising of commercial use (ground floor) and residential use (first floor) - to provide 1 x 1-bed flat and 1 x 2-bed flat.	<b>Decision:</b> Prior Approval Given <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01184/LDCLB	<b>Location:</b> Old Rectory Church Lane Kelshall Royston Hertfordshire SG8 9SP <b>Applicant Name:</b> Alan Johnston <b>Description:</b> Installation of stairlift.	<b>Decision:</b> Granted Permission <b>Decision Date:</b> 03/07/2024
<b>Application No:</b> 24/01221/EC	<b>Location:</b> Land At Ascot Industrial Estate Icknield Way Letchworth Garden City Hertfordshire <b>Applicant Name:</b> Archie Roberts Pegasus Group <b>Description:</b> Installation of 3no. antenna at 20.8m along with replacement ancillary equipment	<b>Decision:</b> Objection <b>Decision Date:</b> 01/07/2024

**EAST TEAM**

<b>Application No:</b> 24/01314/NMA	<b>Location:</b> 8 Willian Way Letchworth Garden City Hertfordshire SG6 2HG  <b>Applicant Name:</b> Mr Carl Dunsire <b>Description:</b> Small parapet wall to be added to the rear elevation to match the ones to the rear and sides, 2No. windows in lieu of one large one added to the rear elevation and extension moved across the rear elevation to reduce the offset from the main house side wall (as a non-material amendment to planning permission 23/02317/FPH granted on 21.11.2023).	<b>Decision:</b> Agreed <b>Decision Date:</b> 27/06/2024
<b>Application No:</b> 24/01354/TCA	<b>Location:</b> 77 High Street Barkway Hertfordshire SG8 8ED  <b>Applicant Name:</b> Mrs Hazel Izod <b>Description:</b> T1, T2, T3, T4 Lime - Repollard. T5 Oak - Crown reduce up to 30%	<b>Decision:</b> No Objection <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01373/TCA	<b>Location:</b> 97 High Street Barkway Royston Hertfordshire SG8 8ED  <b>Applicant Name:</b> Mrs Valerie Bradford <b>Description:</b> Willow - Pollard. Crab Apple - Reduce by 30%	<b>Decision:</b> No Objection <b>Decision Date:</b> 01/07/2024
<b>WEST TEAM</b>		
<b>Application No:</b> 24/00828/FPH	<b>Location:</b> 22 Blackmore Way Blackmore End St Albans Hertfordshire AL4 8LJ  <b>Applicant Name:</b> Mr and Mrs N Merlo <b>Description:</b> Erection of detached rear garden room to facilitate gym/sauna/workshop	<b>Decision:</b> Refused <b>Decision Date:</b> 03/07/2024
<b>Application No:</b> 24/00930/FPH	<b>Location:</b> 201 Stevenage Road Hitchin Hertfordshire SG4 9EA  <b>Applicant Name:</b> Mr & Ms Salem-Khan and Yearsley <b>Description:</b> Repositioning of existing dropped kerb	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/00939/FPH	<b>Location:</b> 1 Poynders Meadow Codicote Hitchin Hertfordshire SG4 8UJ  <b>Applicant Name:</b> Mr & Mrs Stewart <b>Description:</b> Erection of outbuilding in side garden	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01015/FPH	<b>Location:</b> 7 Westland Road Knebworth Hertfordshire SG3 6AS  <b>Applicant Name:</b> Mr & Mrs Sorrentino <b>Description:</b> Part two storey and part single storey rear extension, front porch canopy and insertion of front bay window following removal of existing window.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01037/FP	<b>Location:</b> Graveley Fruit Farm Jacks Hill Graveley Hertfordshire  <b>Applicant Name:</b> Biel Stevenage Skip Hire <b>Description:</b> Use of existing hard standing storage yard for the storage of empty skips and empty roll-on roll-off bins (Continued change of use of land).	<b>Decision:</b> Refused <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01040/FPH	<b>Location:</b> 10 Probyn Close Kimpton Hitchin Hertfordshire SG4 8BL  <b>Applicant Name:</b> Mr Joe Fenn <b>Description:</b> Single storey rear extension	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 27/06/2024
<b>Application No:</b> 24/01062/LDCP	<b>Location:</b> 31 Turnpike Lane Ickleford Hitchin Hertfordshire SG5 3XB  <b>Applicant Name:</b> Mrs Tracey Brockett <b>Description:</b> Enlargement of existing rear box dormer window to facilitate loft conversion	<b>Decision:</b> Granted Permission <b>Decision Date:</b> 27/06/2024

**WEST TEAM**

<b>Application No:</b> 24/01065/FPH	<b>Location:</b> 37 Armour Rise Hitchin Hertfordshire SG4 0RJ <b>Applicant Name:</b> Mr & Mrs Sally And Chris Reid <b>Description:</b> Insertion of ground floor front window following removal of existing garage doors and insertion of double doors on side elevation to facilitate garage conversion (Development already carried out).	<b>Decision:</b> Unconditional Permission <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01070/DOC	<b>Location:</b> Crown House Ley Green Kings Walden Hitchin Hertfordshire SG4 8LT <b>Applicant Name:</b> Mrs Granger <b>Description:</b> Details reserved by condition 3 (Site Levels) of planning permission reference no 19/02660/FPH granted 08.04.2020	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01076/FPH	<b>Location:</b> 12 High Street Whitwell Hitchin Hertfordshire SG4 8AG <b>Applicant Name:</b> Miss Riva Sara <b>Description:</b> Installation of pergola on front elevation, ground floor side awning and first floor side air conditioning unit.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01084/LDCP	<b>Location:</b> 22 Mattocke Road Hitchin Hertfordshire SG5 2NZ <b>Applicant Name:</b> Mr Darren Spicer <b>Description:</b> Single storey side porch extension	<b>Decision:</b> Refused <b>Decision Date:</b> 27/06/2024
<b>Application No:</b> 24/01100/FPH	<b>Location:</b> 31 Broadmead Hitchin Hertfordshire SG4 9LX <b>Applicant Name:</b> Sian Elvin <b>Description:</b> Installation of one rear freestanding air source heat pump	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01101/FPH	<b>Location:</b> 25 Broom Grove Knebworth Hertfordshire SG3 6BZ <b>Applicant Name:</b> Isabelle Botfield <b>Description:</b> Single storey rear extension following demolition of existing conservatory and replacement roof to existing rear/side extension.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01133/FPH	<b>Location:</b> 21 Old Hale Way Hitchin Hertfordshire SG5 1XJ <b>Applicant Name:</b> Mr and Mrs Kightley <b>Description:</b> Insertion of 3no. rear dormer windows to facilitate loft conversion.	<b>Decision:</b> Conditional Permission <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01156/DOC	<b>Location:</b> Crown House Ley Green Kings Walden Hitchin Hertfordshire SG4 8LT <b>Applicant Name:</b> Mrs Granger <b>Description:</b> Details reserved by condition 4 (Roof Tiles) of planning permission reference no 19/02660/FPH granted 08.04.2020	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 01/07/2024
<b>Application No:</b> 24/01157/DOC	<b>Location:</b> Rye End Farm Green Lane Codicote Hitchin Hertfordshire SG4 8SU <b>Applicant Name:</b> Sean Bolton <b>Description:</b> Details reserved by Condition 3 (brick type, bond and mortar mix) of listed building consent reference 23/01186/LBC granted on 24.04.2024.	<b>Decision:</b> Approval of Details <b>Decision Date:</b> 02/07/2024
<b>Application No:</b> 24/01366/TCA	<b>Location:</b> 1 Gosmore Ley Close Gosmore Hitchin Hertfordshire SG4 7QJ <b>Applicant Name:</b> Mr Mark Shadbolt <b>Description:</b> T1 Holly - Remove. T2 Hornbeam - Crown reduce by 20%. T3 Silver Birch - Prune back to boundary.	<b>Decision:</b> No Objection <b>Decision Date:</b> 01/07/2024

# PRESS RELEASE

**PR 3858**

**01 July 2024**

## **North Herts Council awards over £4,000 to boost community projects**

North Herts Council is pleased to announce that a total of £4,162 has been awarded to three community groups, following the recommendations made at Hitchin Community Forum on 11 June.

**Hitchin Triangle Gardens** has been awarded £1,612 towards delivering their Triangle Tribe Bushcraft for Wellbeing sessions. Triangle Tribe is a monthly evening of Bushcraft families with teens aged 12 to 16. Activities include outdoor survival skills, ancient fire skills, open fire cooking, whittling, foraging, nature observation and making useful and decorative things from natural materials. Funding will go towards tutor fees, materials, refreshments, and overheads such as insurance, admin and promotion.

Vicky Wyr, Chair of Trustees at Hitchin Triangle Gardens, said: "We're delighted to have been awarded this grant - the young people and families who attend Triangle Tribe get so much out of the outdoor skills sessions each month and we're really pleased to be able to continue to run it with CultureWood next year thanks to NHC".

**Herts Vision Loss** has been awarded £2,000 towards funding the first five sessions of a new Sight Life social group, aimed at supporting blind and visually impaired Hitchin residents. Herts Vision loss provide a range of services including information, advice, advocacy, counselling, assistive technology support, home visiting and befriending service. Funding will go towards facilitators, room hire, travel expenses for beneficiaries, volunteer expenses, refreshments, and publicity. The group has also secured £2,000 funding from the Letchworth Community Forum.

Clement Musonda, Herts Vision Loss CEO said: "We are deeply grateful to the Hitchin and Letchworth Community Forums for their generous grant of £2,000 towards the launch of our new Sight Life social group in Hitchin. This funding is vital in enabling us to provide a welcoming and supportive environment for blind and visually impaired residents to connect,

share experiences, and access essential services. This community project will directly benefit 40 Hitchin and 50 Letchworth residents, respectively.”

The **Rotary Club of Hitchin Tilehouse** has been awarded £550 towards delivering a Youth Showcase event in Hitchin Market Place. This event aims to highlight the talents and achievements of young people in the community, providing them with a platform to perform, present their work, and gain recognition. It also serves as a valuable opportunity for youth engagement and community building.

**Alan Doggett Secretary of The Rotary Club of Hitchin Tilehouse, said:** “ I am delighted with the support that North Herts Council have provided for the up coming Youth Showcase event to be held in the Market Place on Saturday 28 September.

“Some 20 local groups representing a variety of youth activities will be taking part. Working in partnership with NHC has helped create an event now in it’s second year that has been well received by the community.”

**Jeanette Thompson, North Herts Council’s Service Director for Legal & Community,** said: “These groups are providing important services to our communities, benefitting new parents, children, and young people, as well as those who are blind or visually impaired. This shows the wide range of services which we are proud to help fund.”

The next Hitchin Area Forum will take place on 17 September.

\*grants are subject to the completion of the necessary formalities.

**ENDS**

For more information please contact [Sarah.Jenkinson@north-herts.gov.uk](mailto:Sarah.Jenkinson@north-herts.gov.uk) / 01462 474210.

# PRESS RELEASE

**PR 3860**

**03 July 2024**

## **North Herts Council injects nearly £4,000 into vital community projects**

North Herts Council is pleased to announce the allocation of £3,807 to three local community groups, following the recommendations made at the Royston Community Forum on 11 June\*. These grants aim to support the valuable services these groups provide to the community.

**Barkway Preschool** has been awarded £1,218 to purchase sports equipment and iPads. This funding will help enhance the children's physical education by allowing the preschool to have its own sports equipment, supporting the development of gross motor skills and team-building activities. Additionally, the iPads will facilitate the staff in tracking children's development, ensuring that key learning moments are captured efficiently.

**Outside of the Box CIC** will receive £1,294 to acquire Mellow Mats and Chromebooks. These sensory mats will create a comfortable and inclusive environment for children and young people with Special Educational Needs (SEN). The Chromebooks will be used for educational and training purposes, including internet safety courses, coding, and CV writing, providing essential support to youngsters and their families.

**Royston Swimming Club** was awarded £1,295 to fund Swim England coaching courses. This funding is crucial for training new swimming coaches to meet updated Swim England requirements, ensuring the club can continue to operate smoothly and support competitive swimming in the area. The club is dedicated to fostering technical proficiency and competitive spirit among young swimmers.

**Jeanette Thompson, North Herts Council's Service Director for Legal & Community**, commented: "These grants are a testament to our commitment to supporting local organisations. By funding these projects, we are investing in the future of our community, helping to enhance educational opportunities, improve wellbeing, and promote healthy lifestyles."

The next Royston Area Forum will take place on 11 September, offering another opportunity for local groups to seek support.

*\*Grants are subject to the completion of the necessary formalities.*

# PRESS RELEASE

**PR 3859**

**5 July 2024**

## **Five years of North Herts Museum – 50 exhibitions from Diane Arbus and Rembrandt to Paddington and Peter Rabbit**

With 50 exhibitions and nearly 125,000 visitors, North Herts Museum in Hitchin is celebrating its 5<sup>th</sup> anniversary this month.

Officially turning five on 6 July, the museum, owned and managed by North Herts Council, will be celebrating all month. Looking back on our five years, there's a large display panel in the museum café showing all the posters of our 50 exhibitions since we opened on 6 July 2019.

Exhibitions have ranged from prestigious and valuable loan exhibitions such as Rembrandt in Print in 2020, to popular children's exhibitions such as Paddington, Peter Rabbit, The BFG and The Tiger who Came to Tea. Other exhibitions include those put together by our curators from the museum's own collections, as well as those from the local community, including My Covid Portraits, From Windrush to North Herts and Home is Where the Hert is.

Our most popular exhibitions have been Paddington and The BFG, both with over 9,000 visitors. But had it not been for Covid which meant we had to close the museum, Rembrandt in Print would have been our most popular exhibition.

Cllr Tamsin Thomas, Executive Member for Enterprise & Arts, said: "We have had a great first five years, despite Covid, with 50 amazing exhibitions, honouring the legacy of our founding collections from the former Letchworth and Hitchin museums. North Herts Museum and its curatorial team are a fabulous resource for our communities and visitors to the area. We have such a rich and diverse history, it's important to preserve and showcase it for generations to come. We love being able to showcase external collections as well, providing our residents the chance to see touring exhibitions on their doorstep. And it is fantastic that our in-house team provide a rich programme of talks and events.

"We have welcomed nearly 125,000 people to the museum, including thousands of schoolchildren and many different adult groups – from people with dementia to those taking part in our art workshops like lino printing and collage. I am particularly proud of the work that the museum team has done to



take our extensive collection out across the district through our schools' programme and other outreach programmes – to care homes and through various groups and societies. Our collection is so much more than what you see in the galleries and its fantastic our curators are able to make it accessible for the entire community.”

**Recent visitor comments include:**

“Probably the finest museum we have been to. As well as very interesting exhibitions, the small cafeteria was very enjoyable. I have to tell you, that this is the first time I have ever written to a museum after years of visiting them!”

Re: Camden Town to Garden City: Gilman, Gore & Ratcliffe

- ‘Worthy of a London exhibition. Well done!’
- ‘Fantastic collection of all 3 artists – brilliantly curated – thank you’
- ‘What a show, spectacular!’

Re: ARTIST ROOMS: Diane Arbus

- ‘Wow! Just wow! Would have been thrilled to see it in London, but on our doorstep!’
- ‘Amazing to see such a high calibre artist in Hitchin, thanks’

Re: Richard ‘Dick’ Walker, Hitchin’s Angling Legend

- ‘A wonderful exhibition about a wonderful man. Very informative and a celebration of a local figure of national repute’

The latest exhibition is Hitchin’s Toy Story about toys designed locally but enjoyed worldwide from **13 July to 22 September**.

Find out more and what’s on at North Herts Museum:

- Visit the museum on Brand Street, Hitchin, open Tue-Sat 10.30am-4.30pm and Sun 11am-3pm – admission to the museum and exhibitions is free
- Follow the museum on social media – @northhertsmuseum on [Facebook](#) and [Instagram](#)
- Visit the website [North Herts Museum](#) or call 01462 474554
- Subscribe to their regular newsletter – [Email updates and text alerts](#)

**ENDS**

For more information please contact [Anna.Cotton@north-herts.gov.uk](mailto:Anna.Cotton@north-herts.gov.uk) / 01462 474403. If you want to do anything more in-depth we have a short Q&A with Ros Allwood, Cultural Services Manager available on request. Additional images available.