

# NORTH HERTFORDSHIRE DISTRICT COUNCIL



Publication Date

Our Ref    Hitchin Committee/Meeting Date  
Contact.    Committee Services  
Direct Dial. (01462) 474655  
Email.    [committee.services@north-herts.gov.uk](mailto:committee.services@north-herts.gov.uk)

To: Members of the Committee: Councillor Ian Albert (Chair), Councillor Clare Billing (Vice-Chair), Councillor Judi Billing MBE, Councillor Val Bryant, Councillor Paul Clark, Councillor Sam Collins, Councillor Elizabeth Dennis-Harburg, Councillor Simon Harwood, Councillor Keith Hoskins MBE, Councillor Mike Hughson, Councillor Nigel Mason, Councillor Kay Tart and Councillor Richard Thake

**NOTICE IS HEREBY GIVEN OF A**

## **MEETING OF THE HITCHIN COMMITTEE**

to be held in the

## **CHRISTCHURCH HITCHIN**

On

**TUESDAY, 12TH OCTOBER, 2021 AT 7.30 PM**

Yours sincerely,

Jeanette Thompson  
Service Director – Legal and Community

**\*\*MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING\*\***

## **Agenda** **Part I**

| <b>Item</b>   | <b>Page</b>        |
|---|--------------------|
| <b>1. APOLOGIES FOR ABSENCE</b>   |                    |
| <b>2. MINUTES - 2 MARCH 2021, 15 JUNE 2021, 8 JULY 2021</b><br>To take as read and approve as a true record the minutes of the meetings of the Committee held on the 2 March 2021, 15 June 2021 and 8 July 2021.  | (Pages 5<br>- 26)  |
| <b>3. NOTIFICATION OF OTHER BUSINESS</b><br>Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.<br><br>The Chair will decide whether any item(s) raised will be considered.  |                    |
| <b>4. CHAIR'S ANNOUNCEMENTS</b><br>Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote. |                    |
| <b>5. PUBLIC PARTICIPATION</b><br>To receive petitions, comments and questions from the public, including presentations from: <ul style="list-style-type: none"><li>• A Hitchin based Young Person, to feedback from discussions at the Cabinet Panel on Community on 30 September 2021.</li><li>• Chris Dell – Peace Garden Sculpture</li></ul>  |                    |
| <b>6. HITCHIN BID MANAGER</b><br>To receive a verbal presentation from the Hitchin BID Manager.   |                    |
| <b>7. INFORMATION NOTE AND GROUP DISCUSSION</b><br>INFORMATION NOTE OF THE SERVICE DIRECTOR REGULATORY  | (Pages<br>27 - 38) |
| To consider the Information Note entitled 'Unemployment, Furlough, Vacancies and Town Centre Activity in Hitchin'.  |                    |

**8. GRANT APPLICATIONS AND COMMUNITY UPDATE** (Pages 39 - 50)  
UPDATE FROM THE ASSISTANT COMMUNITY ENGAGEMENT OFFICER

To advise the Members on the current expenditure and balances of the Committee Grant budgets.

To bring to the Members' attention recent requests received for Committee grant funding, made by community groups and local organisations, including presentations from:

- Paul Dee – Hitchin Allotments Association
- Aletheia Mashiri and Emma Clarke - Getting Rooted C.I.C. for 'Ron's Plot' Community Allotment Garden
- Robert Bentley – Letchworth and Hitchin Sea Cadets

To advise of the activities and schemes with which the Community Engagement officers have been involved in.

To bring to the Members' attention some important community-based activities that will take place during the next few months.

**9. CHARNWOOD HOUSE UPDATE** (Pages 51 - 86)  
REPORT OF THE SENIOR ESTATES SURVEYOR

To update the Committee on the outcome of the community engagement exercise for Charnwood House.

To request the Committee's approval to seek Cabinet's authority to dispose of Charnwood House by way of a lease of maximum term of 99 years, and to seek Cabinet's authority to market the property for leasing by informal tender.

**10. SECTION 106 ANNUAL UPDATE** (Pages 87 - 114)  
REPORT OF THE PLANNING CONTROL AND CONSERVATION MANAGER

To provide the Hitchin Area Committee with an annual update on Section 106 Obligations in their area

**11. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS**

To receive any verbal reports from Members regarding Ward matters and Outside Organisations, including:

- Councillor Keith Hoskins and Glynn Doggett to report on the success of The Dell Project and Hitchin Festival.

**12. POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS**

The Chair to lead a discussion regarding possible agenda items for future meetings.