

Nash Mills Parish Council

Minutes

Of the Full Parish Council meeting held on **8th April 2019** at

Nash Mills Village Hall, Lower Road, Nash Mills, HP3 8RT

E: clerk@nashmillsparishcouncil.gov.uk W: www.nashmillsparishcouncil.gov.uk

Present

Councillor Lisa Bayley (Chair)

Councillor Jan Maddern (Vice-Chair)

Councillor Alan Briggs

In Attendance

Nikki Bugden (Clerk)

11 Members of the public

County Councillor Tina Howard

PCSO Ian Martin & PCSO Diane Pennington

Meeting Commenced at 8pm

19/048 FPC Apologies

To receive and accept apologies for absence.

- Cllr Lardi, Cllr Collins, Cllr Moubray, Cllr Jackson
- Cllr Gross not present, no apologies received.

19/049/FPC Interests

a) To receive declarations of interest from councillors on items on the agenda.

- Cllr Bayley noted interest re logo as artist known to her.
- b) To receive written requests for dispensations for declarable interests.
- None
- c) To grant any requests for dispensation as appropriate.
- None

At this point a question was raised from Cllr Howard as to whether NMPC was quorate for business. Clerk and Cllr Maddern confirmed that by the NMPC standing orders the quorum was 3

19/050/FPC Minutes

To confirm the Minutes of the Nash Mills Parish Council Meeting held on Monday 13th March as an accurate record of proceedings.

Cllr Bayley requested an addendum at agenda point **19/047/FPC**- handrail on stairs at Georgewood on minutes when this should read handrail on stairs at Fairacre.

- **Resolved**, Proposed Cllr Bayley, seconded Cllr Briggs that the minutes accurately reflected the business conducted with this addendum and were duly signed

19/051/FPC Public Issues/Participation – max 15 Minutes total (max 3 mins per person)

Members of the public can raise matters of concern.

- A delegation from Chambersbury residents' association presented their request for consideration of a scheme to protect the verges from the damage caused by people parking on them. They propose a post and rail type fence to replace the existing temporary solution.

Due to Purdah we were unable to comment on this request and have asked that the full transcript be sent to the Clerk so that Council can consider this item as a possible agenda item for the next full parish meeting (June).

- A resident mentioned that the grit bin at the corner of Market Oak lane had been vandalised resulting in the grit being in the road. Cllr Maddern confirmed that this grit bin was not NMPC property. Clerk will arrange for our warden to investigate and clear it up.
- A local resident expressed thanks for Georgewood Road being resurfaced, however did express concern at the difficulty in locating any details regarding the works schedule/who to contact on the HCC website. C/Cllr Howard to report this back.
- A resident from Mill Close expressed view that the request from Chambersbury RA along with suggestions of double yellow lines and grasscrete locally would need careful consideration to ensure that they do not simply push the parking problems on to other local roads. This resident also expressed a view that high kerbs could be a more effective solution particularly on blind corners.

19/052/FPC Finance

- To consider and agree any extraordinary items of expenditure, outside of the Finance Committee powers of delegation, arising from the Finance Committee meeting.
- none

19/053/FPC Reports from Committees

To receive minutes, recommendations and council actions required from committees and sub-committees (for meetings that do not take place on the same evening).

- Personnel
- None, as Chair Personnel not present, however the minutes for the personnel meeting in March, required for our annual audit are outstanding.

19/054/FPC Action List

To update the status of outstanding action points from previous meetings.

Actions From March Meeting	Comment
Gates Abbots Hill Play Area	TC/Clerk actioned
Clerk salary increase to be notified to Paybureau	Clerk outstanding LG
Clerk to liaise with PCSO Martin re car/fence issue at Nm Wharf	Clerk actioned
Compile list re parking issues/verges	Clerk then Agenda item outstanding
Herts Building preservation Trust	AB taking forward. ongoing
Purchase and installation of quickbooks	Clerk actioned
Circulate outstanding actions pre election	Clerk actioned
Awaiting Further Updates (ONGOING to be discussed)	
Play equipment-DJ/DD to carry out works	DJ actioned
DD/NB Dog bag dispenser-NB to investigate.	NB
Tommies –quotes and proof of various permissions required	TC
New NatWest mandates to be taken to NWB	LB actioned
Memorial repairs	JM actioned
Debris on paths	TH (C/CLLR) Actioned
All councillors to continue to report unauthorised banners within NM to JM.	ALL
RM & NB Banking arrangements re high balances (ongoing)	Moved to DJ on finance action list
Defibrillator	JM
Noticeboard	JM/NB
Long Term Actions No Immediate Resolution (Reminders)	
LG to contact Andrew Williams and Tina Howard re: steps on Chambersbury Lane. (ongoing)	LG/TH
Warden Risk assessment to be approved by personnel committee, then brought to full council	LG
JM to contact Steve Barnes re: ticket meter. (ongoing, waiting until mosque planning application is complete)	
PL to contact Sarah Whelan with Parish Council's concerns. (ongoing)	PL
Traffic calming Bunkers Lane –C/CLlr Tina Howard to take forward	TH (C/CLLR)
LS contacted Luke Johnson, re: tree survey in Highbarns. (JM requested – Luke Johnson added to next local circuit, DBC to cut back ivy so they can see the trees better to survey).	JM

19/055/FPC Reports to Council

To receive reports from representatives on outside bodies, local authorities and agencies.

- a) **Crime Report** - PCSO Ian Martin (attached)
 - o 4 crimes for March, report attached
PCSO Martin also confirmed that he is leaving our parish and will be replaced by PCSO Sweeting. PCSO Martin will be greatly missed by NMPC and thanks were given for his huge contribution to the parish. He will handover his duties at the June meeting.

- b) **Parish Warden's Report** –David Drew
- No report as warden not present, however no outstanding issues.

19/056/FPC To appoint the internal auditor/ review of the effectiveness of the internal auditor.

- Attached.

Resolved, proposed Cllr Maddern, seconded Cllr Briggs that the review of the effectiveness be deemed satisfactory. Unanimous decision

Resolved, proposed Cllr Maddern, seconded Cllr Briggs that the auditor now be appointed (Philip Rhoden @ Etaerio) fees £360 per vat. Unanimous decision

Powers to spend Local Govt Act 1972 s.111

19/057/FPC To adopt DBC Planning Code Of Practice (unamended) – (copy has been circulated).

- **Resolved**, proposed Cllr Briggs, seconded Cllr Bayley that the Dacorum Borough Council 'planning code of practice ' be adopted unamended.

19/058/FPC To approve and adopt the policies, procedures and official documents below;

1. Nash Mills Standing orders.

No changes from copy circulated to NMPC

2. Nash Mills Code of Conduct.

No changes from copy circulated to NMPC

3. Nash Mills Financial Regulations.

No changes from copy circulated to NMPC, however employment contracts will need amendment to reflect 7.2

4. Nash Mills Scheme of Delegation (incorporating terms of reference)

No changes from copy circulated to NMPC

5. Nash Mills Model Publication Scheme.

Removal of 'bus shelters' in class 7

6. Nash Mills Grant & Donation Policy.

No changes from copy circulated to NMPC

7. Nash Mills Complaints Procedure.

No changes from copy circulated to NMPC

8. Nash Mills Asset Register.

Changes to no 7 Wooden bench, location to be amended to Highbarns. Procured by DBC but owned by NMPC, purchased to mark the incident relating to the historic chalkmines and the impact on our community during that period.

Resolved, proposed Cllr Briggs, Seconded Cllr Maddern that the above policies be adopted by NMPC once the amendments listed above have been made, with a review schedule in place or immediate amendment should legislation change. Unanimous decision.

19/059/FPC Affinity Water Consultation- discussion and to resolve the NMPC actions in response to this discussion Cllr Briggs

- Cllr Briggs explained the content of the above consultation and his suggestions for response by NMPC.

Resolved, proposed Cllr Briggs, seconded Cllr Maddern that NMPC will submit a response to this consultation.

19/060/FPC Update re HAPTC rights of way training -Cllr Maddern

- Cllr Maddern presented a brief synopsis of recent HAPTC Countryside & Rights of Way training and items that may be of interest to the parishioners.

19/061/FPC Clerk's Report

Items for information only

- No items.

19/062/FPC To discuss and approve the inspection visit for the Parish play equipment.

Clerk.

- **Resolved**, proposed Cllr Bayley, Seconded Cllr Maddern that NMPC arrange for the annual inspection by Wickstead. The accompanied visit @ £71 per play area and the separate risk Assessment @ £15.00 per play area were approved. Unanimous decision.

Powers to spend, Local Govt (Miscellaneous Provisions) Act 1976 s19

19/063/FPC Logo- discussion re the logo design circulated by Cllr Lardi and to resolve the NMPC actions in response to this discussion.

Cllr Lardi

- As Cllr Lardi was not present this item will be deferred for discussion at the next NMPC meeting.

19/064/ FPC Items for Consideration at Next Meeting

To suggest agenda items for the next meeting of the Parish Council on Monday 10th June 2019.

- Logo
- Chambersbury Lane fencing
- Verges
- Play equip/gym equip
- Red Lion Lane car park
- Tommies
- Policies
- Working groups (website/policies etc)

Meeting closed 9.01pm

Chair 10/6/2019