

Nash Mills Parish Council

Minutes

Full Parish Council Meeting

held on

11th November 2019

Nash Mills Parish Hall

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

Present

Councillor Lisa Bayley
Councillor Michele Berkeley
Councillor Alan Briggs
Councillor Nicola Cobb
Councillor Mandy Lester
Councillor Jan Maddern
Councillor Steve Roberts

In Attendance

Nikki Bugden (Clerk)
David Drew (Warden)
6 Members of the public

Meeting Commenced at 8.00pm

19/125/FPC Apologies

- None from Council
- PCSO Sweeting, C/Cllr Howard

19/126/FPC Interests

- a) To receive declarations of interest from Councillors on items on the agenda.
 - Cllr Briggs registered an interest should the planning application for 'Milbor' be discussed.
 - Cllr Maddern registered an interest in any Nash Mills Village Hall discussions.
 - Cllr Bayley and the Clerk declared an interest re the logo (known to graphic designer) and Cllr Bayley should be excused from any financial decisions re the logo.
- b) To receive written requests for dispensations for declarable interests.
 - None
- c) To grant any requests for dispensation as appropriate.
 - None

19/127/FPC Minutes

To confirm the minutes of the following as a true and accurate record of proceedings.

a) NMPC Meeting Monday 14th October 2019

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that the minutes accurately reflected business transacted, and they were duly signed. Unanimous decision.

19/128/FPC Reports to Council

To receive reports from representatives on outside bodies, local authorities and agencies, the parish warden and Clerk:

a) Crime Report – presented by Cllr Bayley on behalf of PCSO Will Sweeting (*appendix 1*)

- Cllr Lester to draft a letter to Chamonix for Clerk to send on behalf on NMPC highlighting the increase in criminal incidents occurring at The Wharf.
- Chairman advised all attendees to report all incidents on the police non-emergency number 101 so that they can be correctly logged and monitored.

b) Parish Warden's Report –David Drew (*appendix 2*)

- Verbal report, food waste bins are now in situ at The Denes.

c) Clerk's report- circulated (*appendix 3*)

Clerk had requested clarity re the comment on the working group report re the play park lease with Abbots Hill. Clerk was asked to investigate whether the version that was circulated (dated May 2015) was the most up to date version.

- Decisions agreed as below;

Play Inspections

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that RoSPA are instructed to carry out an inspection as soon as possible. Unanimous decision.

Clerk Manual

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the Clerk purchases the updated SLCC Clerks Manual. Unanimous decision.

d) County Cllr Report- C/Cllr Tina Howard (*appendix 4*)

- Apologies sent. Cllr Bayley presented the report. Clerk was asked to forward the following questions to C/Cllr Howard.

Bunkers Lane

- Can C/Cllr Howard request larger/clearer signage advising of width restrictions that are in place (at both ends of the road)
- SID (flashing speed awareness sign) – would this be a possibility for traffic calming near to the play park entrance?

Abbots Hill

- NMPC felt that it would be unreasonable to request that AHS consider using the 'back entrance' rather than the drive to the school and that this would also impact on cars waiting to turn right into Bunkers Lane in the morning (as well as waiting to turn right across Bunkers Lane in to the back entrance to the school).
- Please can we ask for clarity regarding the costs supplied for Chambersbury verge works, is this for double height kerbs as the cost for double height kerbs was previously reported as £130 per linear metre and NMPC needs to comprehend where the sum of £8000+ was obtained from?

19/129/FPC Reports from Personnel Committee

- Meeting held same evening therefore report will be circulated for the December meeting.

19/130/FPC Monthly Financial Matters (*documents listed below attached as appendix 5*)

- I. To authorise payments made in accordance with the budget. (Monthly Schedule attached).
- II. **Resolved** that NMPC in accordance with its powers under s.137 of the LGA 1972 should incur expenditure (to purchase the poppy wreath) which, in the opinion of the Council, is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. Unanimous decision.
- III. To note receipt of income and expenditure against budget attached (October).
- IV. To receive bank reconciliation up to end October 2019.
- V. To consider and approve invoices for payment not included in the schedule above.
 - None
- VI. To note on file LG221 Pension return for October.
- VII. To consider requests for items to be purchased by Cllr's and budget area (to be supplied in advance of the meeting)
 - None.
 - Resolved**, proposed Cllr Maddern seconded Cllr Lester that the above financial documents be accepted, approved and noted on file. Unanimous decision.
- VII. To consider any grant applications received. (*appendix 6*)

Chairman requested that the representative from Nash Mills Village Hall Assoc. presented his case to support the application for £18500 that had been circulated in advance of the meeting.

A brief history of NMVHA was given with a request for a grant to support resurfacing and improvement works to the car park. NMVHA have been in receipt of approx. £100,000 s.106 monies from the Wharf development, however, there will be insufficient remaining to finish the final works, (the car park improvements). NMVHA are wanting to maintain and improve on a valuable asset for Nash Mills.

There was a discussion about NMPC wanting to support in principal but as there was only one quote NMPC was unable to compare and ensure value for money.

Clerk advised that NMPC could be minded to support with a request to obtain 2 further quotes for comparison and consideration.

Resolved, proposed Cllr Bayley, Seconded Cllr Roberts that NMPC will be minded to support a grant request from NMVHA and that the sum to be awarded will be decided once all three quotes have been received.

Unanimous decision.

19/131/FPC Draft Budget 2020/21 (appendix 7)

Chairman proposed acceptance of the budget figures worked on by Clerk/RFO and Cllr Maddern.

Proposed Cllr Bayley, Seconded Cllr Berkeley that the draft budget submitted to Cllrs be received and used subject to grant income figures used being confirmed at the same level as anticipated for 2020/21. Unanimous decision.

Chairman adjourned the meeting for a break at 9.10pm and restarted at 9.20pm

19/132/FPC Public Issues/Participation – 15 Minutes total (max 3 mins per person)

A representative from Chambersbury Lane RA raised a question regarding the verges and requested that the verges at Chambersbury Lane be considered as a single project and not as part of the wider parish project. Council had previously resolved to treat the parish and the verges as one project. Agenda point 19/069/FPC. Chairman advised that under the standing orders we could not raise the issue for discussion again as a new motion until December 2019. It was directed that the Clerk should add verges to the agenda for further discussion for December.

It was brought to Council attention that the sign for 'Little Wood' had been damaged. Cllr Maddern will take forward as a Borough matter.

A Cllr, acting as a member of the public following their earlier disclosure of their interest raised points of concern regarding the Milbor planning appeal, specifically points 16 and 17 of the planning inspectors report concerning s.106 monies. Clerk to investigate the impact of these statements on NMPC and whether there are any financial implications.

19/133/FPC Planning

- a) To consider the Parish Council's response to the following planning applications and consultations.

Proposed communications installation for Arqiva at Hemel Hempstead Nash Green, Gade Tower, Nash Tower, Nash Mills, Hemel Hempstead, Herefordshire, HP3 8AE Arqiva Site Number: 217102

Resolved, Proposed Cllr Briggs, seconded Cllr Berkeley, that NMPC would offer no comment. Unanimous decision.

Clerk to request assurances that excessive disturbance or disruption to residents will be avoided and to ask how the height of the new aerials compare with the existing.

Forthcoming public consultation for Kings Langley Junction Improvements (ITP170028)

A discussion was held concerning the ongoing parking issues at Red Lion Lane and the possible need for a crossing at the other end near the roundabout. NMPC felt that any comment on our own ongoing issues whilst the consultation was being discussed could delay the crossing which is needed to provide a safe walking route to school for local children.

Resolved, proposed Cllr Briggs, seconded Cllr Maddern that NMPC supports the improvement but would like to request that consideration be given to cyclists with the provision of a 'pressure mat' or camera to assist cyclists using Rucklers Lane and approaching the lights as currently they do not change unless a car is using them. Unanimous decision.

- b) To consider any planning applications or consultations received during the period 4th November 2019- 9th November 2019 (Clerk to advise)

*19/02624/FHA - 6, The Leas, Hemel Hempstead, Herts, HP3 8BP
Alterations to roof to form room in roof with rear dormer and pitched roof over existing extension.*

Resolved, proposed Cllr Briggs, seconded Cllr Lester that no parish objection be offered. Unanimous decision.

*19/02650/LDP- 409 Barnacres Road, Hemel Hempstead Herts HP3 8JR
Rear Extension under Lawful Development permissions.*

No parish comment as LDP.

The Clerk then advised of issues with the portal at Dacorum Borough Council whilst they are migrating across to new software. The following applications were not advised to us until after the closing date, however after discussion it was noted that NMPC would not have offered any objections to either of them.

*19/02597/FHA – 175 Belswains Lane Hemel Hempstead Herts HP3 9XA
Proposed 2 storey side extension and canopy over new front door*

*19/02530/TPO - Land Off Bunkers Lane Hemel Hempstead Hertfordshire
Works to Trees*

- c) To discuss actions pertinent to any planning items for consideration at the DBC Monthly Development Management Committee meeting.
- None.
- d) Items for information only (no action or discussion needed)

Consultation details for Luton Airport expansion received and details of public meetings circulated.

19/134/FPC Action List-(circulated) Appendix 8 (showing actions outstanding) Appendix 9 updated following the meeting.

- Cllr Maddern advised that the CCTV meeting with DBC is being rebooked
 - Cllr Bayley will chase Luke Johnson
- Updated list attached as appendix 9

*At this juncture (10pm) it was **Resolved**, proposed Cllr Bayley, Seconded Cllr Roberts that we suspend Standing order 3 (x) to allow for the continuation of our meeting beyond the 2hr/10pm cut-off to cover urgent matters left on the agenda. Unanimous decision.*

19/135/FPC NMPC Working Groups Updates.

Policy and Procedures Working Group (Clerk)

Clerk advised that whilst a number of policies had been on the agenda the communication policy and newsletter policy required more work. The following were circulated and brought to council for consideration.

Social Media and Electronic Communications Policy

Press & Media Policy

Community Engagement Statement of Intent

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the policies be adopted by NMPC and added to the review schedule. Unanimous decision. Policies will be available on the website.

Cllr Bayley suggested that the risk assessment created by her (and circulated) be used as the blanket risk assessment for NMPC to cover the events on the agenda but that it also be used as the template for any risk assessments

required going forward. Any amendments would have to be brought back to council for full approval.

Resolved, resolved Cllr Bayley, seconded Cllr Maddern that NMPC adopt the risk assessment 'as is' to cover

The Community Engagement Sessions

The NMPC Remembrance Ceremony

The Christmas @ The Denes Event

The Denes Cllr Surgeries

Unanimous decision.

Any changes to the risk assessment will require to be brought back to full council for approval.

Risk assessment will be available on the website.

Communications and Community Engagement Working Group (Cllr Cobb)
appendix 10

Due to availability issues when booking a meeting all working groups were rolled into one meeting and the report was duly circulated. The following actions were brought back to full council for consideration.

- I. To consider examples and if approved resolve the designs for the NMPC logo

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that the version B be accepted as the logo for NMPC. Unanimous decision.

- II. To approve expenditure in relation to works listed above

Resolved, proposed Cllr Briggs, seconded Cllr Maddern that Cllr Bayley may instruct IHD to complete the logo versions for NMPC up to a maximum value of £300. Unanimous decision.

- III. To propose Parish representation on the village hall committee and, if approved, the nominee for that role and term of office.

NMVHA requires a new trustee from NMPC.

Resolved, proposed Cllr Roberts, seconded Cllr Bayley that Cllr Nicola Cobb be appointed as trustee to NMVHA. Unanimous decision. Clerk to circulate information regarding legal responsibilities of trustees.

- IV. To propose Parish arrangements for Christmas Event @ The Denes

Resolved, proposed Cllr Cobb, seconded Cllr Tout that a Christmas Cllr Surgery be held at The Denes on Saturday 7th December 12pm-2pm.

Unanimous decision. Further details to be advised via working group reports or via email.

- V. To decide and approve Parish financial contribution (or maximum limit) for refreshments at the above event (LGA 1972 s144).

A variety of ideas were discussed as NMPC wanted to provide refreshments for the event. Clerk advised 'powers to spend' under LGA.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that NMPC allocate a maximum sum of £75 for this event. Unanimous decision. Cllr Tout to take forward. Receipts to be forwarded to the clerk should reimbursement be required.

Clerk advised that a request for VE day spend was proposed but we would need an idea as what for and how much to enable us to consider – suggest agenda item for December or January when more clarity obtained.

19/136/FPC Code of Conduct

The code of conduct was circulated to all Cllrs and Cllr Maddern reminded all Cllrs of the importance of adhering to the code in all instances and to be sensitive to the code when using public platforms such as social media.

19/137/FPC Items for Consideration at Next Meeting

To suggest agenda items for the next meeting of the Parish Council on

Monday 9th December 2019

All other items to be advised in writing no later than Thursday 28th November 2019.

VE Day 2020

Verges

Meeting Closed at 22.37pm

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Chairman 9th December 2019