

Appendix 1 Draft Minutes NMPC 13th January 2020	2
Appendix 3 Clerks report February 2020	10
Appendix 4 Borough Cllr report	13
Appendix 5 (ii) January 2020 Expenditure to Budget (redacted)	15
Appendix 5 (v) LG221 December 2019.pdf Jan 2020 redacted	16
Appendix 5 (vi) VATDetailReport 31st Dec 2019 (quikbooks version )	18
Appendix 6 Clerk-New Laptop (February Meeting)	19
Appendix 7 RFO Report on Bank Balances and Investments January 2020	20
Appendix 8 (a) NMVHA Grant Request (Clerks report to Council) Feb Meeting	22
Appendix 8 (b) NASH MILLS VILLAGE HALL GRANT APPLIC REDACTED NOV 2019	24
Appendix 8 (c) NMVHA Quote 1 Redacted	27
Appendix 8 (d) NMVHA QUOTE 2 (REDACTED)	30
Appendix 8 (e) NMVHA QUOTE 3 (REDACTED)	32
Appendix 9 Parish Council A5 leaflet (draft)	34
Appendix 10 Working Group Meeting report - Communications - 24 Jan 20	36
NMPC_logo _01	39
Appendix 11 Annual Council Meeting and Annual Parish Meeting summary Jan 2020	40
Appendix 12 Open Spaces WG report - Jan 2020	41
Appendix 13 (a) Verges Review 20191129 V3	43
Appendix 13 (b) additional Nash Green (Verges)	65
Appendix 14 Action List January 2020 (post meeting)	67



## Full Parish Council Meeting

### MINUTES

held on

**13<sup>th</sup> January 2020**

Nash Mills Village Hall

E: [Clerk@nashmillsparishcouncil.gov.uk](mailto:Clerk@nashmillsparishcouncil.gov.uk) W: [www.nashmillsparishcouncil.gov.uk](http://www.nashmillsparishcouncil.gov.uk)

#### Present

Councillor Lisa Bayley (Chairman)  
Councillor Michele Berkeley  
Councillor Alan Briggs  
Councillor Nicola Cobb  
Councillor Mandy Lester

#### In Attendance

Nikki Bugden (Clerk)  
David Drew (Warden)  
6 Members of the public (including C/Cllr Tina Howard)

**Meeting Commenced at 8.01pm**

#### **20/001/FPC Apologies**

Cllr Jan Maddern  
Cllr Steve Roberts  
Cllr Emily Tout  
Apologies were noted.

#### **20/002/FPC Interests**

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

Cllr Briggs asked for it to be noted that he has an interest in the Milbor development. (Matter not on the agenda for discussion.)

#### **20/003/FPC Minutes**

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

- NMPC Meeting Monday 9<sup>th</sup> December 2019 **Appendix 1**

Cllr Briggs mentioned that he had asked for his interest in the Milbor Development be noted. It was agreed that it would be added as a handwritten addendum.

**Resolved,** Proposed Cllr Bayley, Seconded Cllr Briggs, that with the addendum to be added by the Clerk and signed by the Chairman that the minutes accurately reflect business transacted and they were duly signed. Unanimous decision.

## **20/004/FPC Reports to Council**

To receive reports from representatives on outside bodies, local authorities and agencies, the parish warden and Clerk and to take any questions arising.

- Crime Report - PCSO Will Sweeting (circulated) **Appendix 2**  
PCSO Sweeting sent apologies. No comment arising from report. Cllr Bayley requested that the Clerk ask if there is any further information that the parish need to be aware of concerning an incident and car chase on Sunday (Bunkers Lane area).
- Parish Warden's Report –David Drew (verbal update)  
David presented his report verbally. The role has been exceptionally busy due to the volume of waste following Christmas.  
There is a car that has been 'abandoned' at the rear of The Denes, the car has a valid mot and road tax. It was requested that the car also be reported to the police in case it is stolen.
- Clerk Report- circulated. **Appendix 3**  
Cllr Briggs will investigate options for replacing the Clerk laptop.  
A question was raised re the funds on TRO which expire in February, the Clerk confirmed that suggestions for re-investment of these funds will be included on the February agenda. The Clerk was requested to investigate whether BT would allow NMPC to share the power source to the telephone box (for defibrillator use).  
Clerk confirmed that the report comparing the Wickstead report and RoSPA report will be provided to the relevant working group when it is completed.  
No further comments or questions arising.
- Borough Cllr Report –B/Cllr Jan Maddern (no report received)
- C/Cllr Report – C/Cllr Tina Howard (no report received)

## **20/005/FPC Reports from Personnel Committee**

- No meeting held. No report.

## **FINANCE**

### **20/006/FPC Monthly Financial Matters**

- I. To authorise payments made in accordance with the budget. (Monthly schedule attached). **Appendix 4.**
- II. To note receipt of income and expenditure against budget attached (Dec). **Appendix 5**  
Expenditure only was available at the time of the meeting.
- III. To receive bank reconciliation and cashbook up to end Dec 2019. **Appendix 6.**
- IV. To consider and approve invoices for payment not included in the schedule above. none
- V. To note on file LG221 pension return for December. **Appendix 7**

**Resolved,** proposed Cllr Bayley, seconded Cllr Berkeley that the above documents be noted, payments authorised, and schedule duly signed. Cllr Berkeley as additional bank signatory to sign in Cllr Maddern's absence. Unanimous decision.

- VI. To note NMPC continued inclusion in the Local Govt Pension Scheme (LGPS) pooling arrangements
- VII. To note that NMPC has received the triennial valuation for LGPS and the subsequent reduction of employer contributions.

Employer pension contributions are decreasing from 23.8% to 22.15%, Clerk has checked with other councils and they are remaining within the pooling arrangements.

**Resolved**, proposed Cllr Bayley, seconded Cllr Berkeley that the above documents be noted, authorised and duly signed. Unanimous decision. Clerk to notify pay bureau re the decrease in contributions effective from 1<sup>st</sup> April 2020.

**20/007/FPC Precept Demand For 2020/21 Appendix 8**

***Power to raise a precept Local Govt Finance Act 1992, s.41***

**Resolved**, proposed Cllr Bayley, seconded Cllr Cobb that a precept for **£28583.94** be requested, in accordance with the NMPC budget previously agreed and approved by council, the document be noted, authorised and duly signed by the Chairman, Cllr Berkeley and Cllr Cobb. Unanimous decision. Clerk to return completed form to Dacorum Borough Council in sufficient time to comply with DBC deadline.

**20/008/FPC S137 Limit for 2020/21**

*The Ministry of Housing, Communities and Local Government (MHCLG) have notified that the appropriate sum for Section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Parish, Town and Community Councils for 20<sup>th</sup> 20-21 is £8.32 per elector.  
Noted on file- no comment needed.*

**20/009/FPC Receive and Consider the NMPC External Auditor Report (2017/18) (Circulated) Appendix 9**

A request was made by the internal auditor in June 2019 that the external auditor report for the previous year (2017/2018)-no actions arising- be formally received by NMPC as he could not find a reference to it in the previous year's minutes.

**Resolved**, Proposed Cllr Bayley, seconded Cllr Cobb to formally receive the external auditor report 2017/2018. Unanimous Decision

**20/010/FPC Review the Effectiveness of The Internal Auditor and Audit Process Appendix 10**

There was some duplication here from the documents signed off in December but prior to appointing the internal auditor for the new financial year the RFO/Clerk wanted to ensure that all statutory requirements were fulfilled, including a review of the current years internal audit report. **Resolved**, that NMPC agree with the RFO review and confirm that the overall internal audit process is effective, that the auditor is efficient, the process is adequate, and standards ensure that the process complies with all statutory requirements as required by the *Local Audit and Accountability Act 2014* whilst considering and then mitigating (where possible) risk to NMPC. Proposed by Cllr Bayley, seconded by Cllr Briggs. Unanimous decision.

**20/011/FPC Consider (And If Agreed), Appoint the Internal Auditor**

A discussion was held, and the Clerk confirmed that the current auditor was previously employed by DBC to conduct internal audits. The Clerk suggested that for continuity that Etaerio be appointed for this year and if so desired NMPC could investigate alternative options for subsequent years. The clerk confirmed that the costs remain the same as the previous year.

**Resolved**, that NMPC formally appoint Philip Rhoden (Etaerio). Proposed by Cllr Bayley seconded by Cllr Berkeley. Unanimous decision.

**PUBLIC PARTICIPATION 15 MINUTES TOTAL (MAX 3 MINS PER PERSON)**

**20/012/FPC Public Issues/Participation**

There were no persons registered to speak however the Chairman welcomed a new attendee who was a resident from Bunkers Lane. The resident briefly mentioned his concerns regarding speeding on Bunkers Lane and the difficulty he encountered when trying to cross over to visit the play park

with his young family. The Chairman reassured the resident that this matter was also a concern for NMPC and was on the agenda for further discussion.

C/Cllr Howard was present, and it appears that there had been a misunderstanding re reports/verbal comment. C/Cllr Howard had missed the agenda and had also missed the email requesting a report for the meeting. It was respectfully requested that C/Cllr continue to submit written reports (in advance of the meeting) to enable the Clerk to circulate them to Cllrs and residents. The cut-off date for receipt of reports for the next meeting was noted as 9am, 30<sup>th</sup> January 2020.

## **PLANNING & CONSULTATIONS**

### **20/013/FPC Planning**

- **To Consider the Parish Council's response to the following planning applications or requests for consultation;**

*19/03162/ROC | Variation of Condition 2 attached to planning permission 4/00755/19/FHA - Enclosed outdoor seating area | 28 Silverthorn Drive Hemel Hempstead Hertfordshire HP3 8BU*  
<https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage>

#### **Appendix 11**

A discussion was held regarding this application. The original application was subject to an appeal process. The Clerk advised that following discussions with the planning officer it is acceptable in law for an application to be submitted to vary conditions attached to planning permissions.

**Resolved**, that NMPC would offer no comment in relation to this application for variation.

Proposed by Cllr Briggs, seconded by Cllr Lester. Unanimous decision.

- To consider any planning applications received during the period 6th January 2020 – 13<sup>th</sup> January 2020

One further application was received.

*Ref /20/00035/TPO*

*Works to Oak Tree Protected by a TPO  
22 Bunkers Lane Hemel Hempstead Herts*

**Resolved**, that NMPC would offer no comment in relation to this application for works.

Proposed by Cllr Briggs, seconded by Cllr Lester. Unanimous decision.

### **20/014/FPC Development Management Committee**

- To update the DMC meeting attendee rota for February-May 2020. **Appendix 12**  
The dates were discussed and the Cllrs who will be available to present the NMPC view/comment for any item on the agenda were listed.
- For info only – Meeting 9<sup>th</sup> January 2020 cancelled.

### **20/015/FPC Planning Information/Updates from Clerk.**

No further updates to note.

### **20/016/FPC Consultations. (Clerk to advise)**

No consultations received.

### **THE MEETING WILL ADJOURN HERE FOR A COMFORT BREAK (10 MINUTES)**

The comfort break was moved to a later point in the agenda by the Chairman.

### **20/017/FPC To confirm the NMPC Meeting Dates for 2020 (schedule circulated) Appendix 13**

Following a discussion, it was decided that as Nash Mills Village Hall was not available the Clerk should approach DBC to see if a room was available at The Forum Hemel Hempstead to hold the

April meeting, (which is being moved due to Easter). The proposed date for this would be Monday 20<sup>th</sup> April.

All other dates were approved in accordance with the schedule attached and will be duly published. The Clerk will not be present for the February meeting. All documents will be prepared and handed over for the meeting. Cllr Berkeley and Cllr Cobb will assist with the minutes of that meeting.

**Resolved**, proposed Cllr Bayley, seconded Cllr Cobb that the meeting dates be accepted by NMPC. Unanimous decision.

*The meeting adjourned here at the direction of the Chairman for a comfort break and was reconvened at 9.01pm*

### **WORKING GROUP UPDATES**

#### **20/018/FPC Policy and Procedures Working Group (Clerk) report circulated**

A meeting has not been held since the last meeting, but the Clerk has updated the policies below as they were deemed urgent.

##### **I. NMPC Standing Orders V3 *Appendix 14***

The revision to the standing orders was to section 5xvii-xxii only. It was not a review of the whole document. This document had been discussed and then adopted by full council in April 2019 and again in Sept 2019. The changes being made were to prevent duplication of duties during the annual council meeting in May and to reduce the number of statutory items on the agenda in May. Cllr Briggs raised a question regarding Standing Order 5c. (*If no other time is fixed, the annual meeting of the council shall take place at 6pm*) the Clerk explained that this was a NALC template document and that this particular standing order was a statutory inclusion that could not be removed or amended and also that this particular standing order was not on the agenda for discussion.

**Resolved** that NMPC would adopt the Standing Orders V3 with amendments to draft (circulated) accepted. Proposed Cllr Berkeley, seconded Cllr Bayley. Unanimous decision.

##### **II. Financial & Management Risk Assessment (revised) *Appendix 15***

The financial management risk assessment should be reviewed at least annually. It now reflects the changes to committee structure within NMPC.

Cllr Briggs raised a question regarding the storage of passwords now that the majority of parish items were stored using cloud-based storage. The Clerk confirmed that in line with standard parish council practise a signed sealed envelope is held by the Chairman containing all relevant passwords. This envelope can only be opened under dual control in an emergency situation. Cllr Briggs requested that an alternation be made to 'play park inspections' and that it was generic with the provider name (in this case Wickstead) being removed.

**Resolved** that NMPC would adopt the revised Financial and Management Risk Assessment with amendment listed above. No further queries were raised. Proposed Cllr Briggs, seconded Cllr Lester. Unanimous decision.

#### **20/019/FPC The Denes Working Group (Cllr Cobb)**

No Report

#### **20/020/FPC Communications and Social Engagement (Cllr Cobb)**

No Report

***Power to spend; LGA 1972 s145***

- I. To discuss (and if approved) propose the next steps in relation to NMPC commemorating VE Day 2020.

A discussion was held, and the Chairman welcomed the views of the public who were in attendance. The consensus was that an offering from NMPC would depend on what space was available to host an event and whether it should be held on the Thursday before the bank holiday Friday so those intending to holiday during the long weekend would still be able to attend. A representative from a local Residents Association confirmed that the 'party packs' provided last time were a welcome provision. Cllr Cobb will draft an email to be sent by the Clerk to all residents' associations to see what support for their own celebrations they may be interested in. Enquiries will be made to investigate space availability and party pack ideas to bring back to full council to decide on the finer details. The Clerk is to investigate the relevant power to spend to provide party packs and to confirm officially whether it is limited by statute to organised associations.

**Resolved**, that NMPC support the idea of commemorating the VE Day celebrations and providing party packs. Proposed Cllr Cobb, seconded Cllr Berkeley. Unanimous decision.

**Resolved**, proposed Cllr Briggs, seconded Cllr Berkeley, that the 'Tommies' will be on display in the memorial gardens during the commemorations.

This item will be included on the next agenda (February).

- II. To discuss (and if approved) propose the next steps in relation to NMPC participating in Hertfordshire Year of Culture 2020.

***Power to spend; LGA 1972 s145***

A discussion was held about the merits of supporting HYOC 2020 and the view that NMPC would like to provide an event to showcase local organisations, businesses and clubs. investigations will be made and brought back to the relevant working groups and then full council for decision making.

**Resolved**, proposed Cllr Cobb, seconded Cllr Lester that NMPC would like to support the HYOC 2020. Unanimous decision.

- III. To discuss (and if approved) to propose NMPC use of Instagram and/or Twitter.

***Power to give information, Local Govt Act 1972 s.142***

It was suggested that an additional Cllr be added to the working group to enable a quorum to be maintained, this will be on the next agenda for resolution.

**Proposed**, Cllr Lester, seconded Cllr Berkeley that NMPC will link Twitter and Instagram to the updated Facebook Account. Twitter will be on a trial basis to ensure that there is not an influx of negative content posted by third parties. Unanimous decision.

20/021/FPC Open Spaces Working Group (Cllr Berkeley)  
No Report

**20/022/FPC Verges (deferred from December meeting)**

***Power to Spend; Highways Act 1980 s.96 (4)***

- I. To consider and resolve whether Chambersbury Lane verges (as previously discussed) remain the responsibility of NMPC (as NMPC are now aware that the section in question is outside of the parish boundary).
- II. To consider and resolve, (dependant on determination above) whether Chambersbury Lane verges are a standalone project or remain within a Parish wide project as resolved previously by NMPC (June 2019).

A full discussion was held. It was confirmed that the verges are outside of NMPC boundaries. Cllr Cobb asked if NMPC could contribute to the area should they feel that it would protect the safety of children from the parish who attend the school. It was also asked if it would be beneficial in assisting the decision making if NMPC could ascertain the percentage of children attending the school who come from the parish.

The clerk advised that the spend on that basis could be deemed lawful however council must ensure that expenditure is considered based on any spend being commensurate to the direct benefit to the residents who are residing in the parish and thus paying the precept. The clerk commented that it is also for consideration and for council to decide if spending on this area would be deemed appropriate should it be at the expense of other areas within the parish that are also causing inconvenience to the electorate.

At this point C/Cllr Howard contested the PC information that was supplied at the last meeting (*minuted 19/145/FPC Public Issues/Participation*) stating that the verges were not in her allocated County boundary. It was C/Cllr Howard's belief that the verges were in her boundary. C/Cllr Howard mentioned that she had funds available in her budget to contribute to these verges.

***At this juncture (10pm) discussion was suspended and it was Resolved, proposed Cllr Bayley, seconded Cllr Cobb that we suspend the 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***

The Chairman stated that due to the fact that conflicting information has been reported in this meeting regarding the ownership of the verges, decisions relating to these verges could not be given proper, informed consideration without absolute clarity around their ownership and C/Cllr boundaries as this would inform the overall impact on NMPC, particularly if the C/Cllr can contribute.

**Resolved**, proposed Cllr Bayley, seconded Cllr Cobb that this matter be deferred until the next meeting to enable further investigation to take place. Unanimous decision.

#### **20/023/FPC Warden Risk Assessment Appendix 16**

To consider a change to the Warden RA (re lone working and mobile phone contact) and to discuss (and if agreed), propose to remove the contact statement in the risk assessment, or alternatively propose to approve the purchase of a basic pay as you go mobile phone for emergency use.

The clerk suggested that a mobile phone be purchased for warden use to ensure that he is safe and able to contact the clerk or request assistance, particularly in an emergency.

Cllr Briggs requested that the risk assessment be altered to remove the 'in emergency use only' statement relating to the telephone provision.

The Chairman requested that a reference to an aggression and violence at work policy be added to the risk assessment. (Clerk to create Violence and Aggression Policy)

**Resolved**, Proposed Cllr Bayley, seconded Cllr Berkeley that NMPC adopt the Warden Risk Assessment with the changes made as above. Clerk to circulate revised version. Unanimous decision.

**Resolved**, Proposed Cllr Bayley, seconded Cllr Berkeley that the clerk investigates and purchases a sim only or low-cost mobile phone. Unanimous decision.



**20/024/FPC Bunkers Lane**

***Power to Spend; Highways Act 1980, s274A***

- I. To consider and (if agreed) propose to spend £300 on a speed and volume survey prior to purchasing a SID for Bunkers Lane.

The clerk confirmed that the speed and volume survey was recommended by HCC in C/Cllr Howard's previous report and would support NMPC by providing an official means of justifying any future expenditure on traffic calming.

**Resolved**, proposed Cllr Bayley, seconded Cllr Briggs that the spend is approved and that the clerk may arrange for the survey to be instructed. Unanimous decision

- II. To discuss and (if agreed) to propose to spend £435.00 for a new bollard at the playground to prevent parking on the kerb.

- III. To discuss and (if agreed) propose to spend £600 on 'slow' road markings

- IV. To discuss and (if agreed) propose to spend £300 on traffic sign and post

**Resolved**, proposed Cllr Briggs, seconded Cllr Lester that items II, III, IV (above) are deferred until the results of the speed and volume survey are received. Unanimous decision.

- V. To propose to delegate to the Clerk a maximum overspend per item above to remove the need for the matter to be brought back to the full council for approval should the quotes given by the County Cllr differ to the actual cost at Herts County Council.

**Resolved**, proposed Cllr Bayley, seconded Cllr Briggs that the clerk can spend up to maximum £500 for any additional overspend following email authorisation by the chairman (as detailed in the financial regulations). This will then be formally ratified by full council. Unanimous decision.

- VI. To discuss and (if agreed) propose to permit the Clerk to move the above sums from general reserves to cover the cost of the above (if required).

**Resolved**, proposed Cllr Briggs, seconded Cllr Bayley that the Clerk is permitted to move funds from general reserves as required. Unanimous decision.

**20/025/FPC Action List- (circulated) Appendix 17 updated Appendix 17 (a)**

Updated copy attached. No further comments.

**20/026/FPC Items for Consideration at Next Meeting Monday 10<sup>th</sup> February 2020**

Events Risk Assessment.

NatWest Bank Access. (move to March as no clerk in February)

Annual Parish Meeting.

Potential Grant Application (Nash Mills School).

VE Day

Verges

The meeting closed at 10.33pm

.....

**Chairman**

**Monday 10<sup>th</sup> February 2020**

## **Clerks Report February 2020**

### **Items for information only**

#### **Tree reports**

All quotes have been sent across to lead Cllr W/G for discussion and resulting recommendations to come back to full council for decision making. Tree report/risk assessment is required to comply with our insurance. I have not been able to locate any historic reports on file so have concluded that one has not been previously undertaken.

#### **HCC contacts**

Following discussions with our HCC locality officer (Peter Wright) it appears that parish councils must have all enquiries and investigations raised by their County Cllr.

I have asked C/Cllr Howard for her updates and also to advise how we instruct the speed and volume survey for Bunkers Lane to enable us to progress any traffic calming measures.

#### **Defibrillator**

Defibrillator warranty now registered with provider (Zoll), warranty 7 years from purchase date (June 2018). Exp June 2023. Defibrillator and case held by Clerk.

#### **Lanyards**

Currently under production at DBC

#### **Website Accessibility**

Cllr Roberts and our website provider have both checked the website and confirmed that it complies with the requirements.

#### **Pension regulator re-enrolment.**

Actioned.

#### **Telephone Box**

BT will not allow us to spur from their electricity supply.

#### **Play Inspections.**

Full comparison report with recommendations provided to W/G Lead Cllr for discussion with W/G to enable recommendations to be brought back to council for decision making.

#### **School Grant**

Nash Mills School has been chased for their grant application. Awaiting response to email.

#### **Dacorum Community Safety Partnership**

Details circulated to all Cllrs.

#### **Projector**

This is now being stored in locked cupboard at NMVH

#### **Dog Bag Dispenser**

Unable to investigate further until The Denes project has been discussed further.

#### **Election Costs**

I have chased electoral services at DBC as we are still awaiting our bill and I want to arrange payment before the year end. Awaiting response.

#### **PCSO**

No further information re incident in Nash Mills (in minutes)

#### **Leave**

Outstanding leave for 2019/20 leave year booked, details to follow via email.

**Clerk January post meeting actions-items in yellow in progress but still outstanding as at 30/1/2020**

<b>January Post Meeting Actions</b>	
Load banking	
Let authorisers know that payments are loaded ready for sign off	
Once authorisation received that payments have been paid, stamp as paid	
Send remittance advice to suppliers	
Amend salary standing orders (if necessary)	
Advise Paybureau of any salary changes for next month	
Submit pension return	
Save copy of redacted pension return in files for next meeting	
Send parish planning comments via portal	
Email planning officers if unable to load via portal	
Email questions out to County Cllr	
Email questions out to PCSO	
Send emails to third parties (queries generated from meeting)	
Draft minutes	
Load draft minutes to website	
Update action list	
Add updated action list to appendices for meeting	
Add Appendices to website (Cllr page and Public page)	
Circulate action list	
Add financials to quikbooks	
Update vat	
If necessary, key quarterly vat return	
Calculate Monthly expenditure to budget once all payments sent.	
Ensure all documents are signed and initialled prior to filing	
Update clerk additional hours spreadsheet	
If policies were adopted at the meeting update policy face sheet	
Upload above policies to website	
Update policy master spreadsheet.	
<b>Carry out any additional actions arising from the meeting listed below</b>	
Scan and send precept form	
Upload to website	
Send pension pooling arrangement forms	
Complete pension regulator form	
Update standing orders as agreed	
Update warden risk assessment as agreed	
Update Fin Risk assess as agreed	
Instruct auditor	
Investigate and order warden phone	
Key vat return	
Chase lanyards	
Report abandoned car	

Ask BT re power share for defib	
Play inspection report	
Chase school grant	
Investigate TRO and investments (for Feb agenda)	
Check DBC for room availability	
Update meeting dates	
Book hall for above/request annual invoice	
Upload dates to website and circulate	
Update DMC attendee rota and circulate	
Add social media working group to Feb agenda to add Nicola	
Create violence and aggression at work policy	
Add to agenda	
Book policy and procedure working group meeting.	
Chase outstanding payment from magazine advertiser	
Send list of parish boundaries to residents assoc	
Do Dave's expenses	
Chase vat receipts for DBC garage	

## Report from Dacorum Borough Councillor

### The Denes

- **Amy's** - I was delighted to co-ordinate the official opening of Amy's Crepes and Sandwiches on 3<sup>rd</sup> February, when we welcomed our MP, Sir Mike Penning to The Denes. It was a lovely event with parish councillors, members of the public and representatives from all the other shops in attendance. Ali, Kamer and their team made everyone welcome and laid on a light lunch for everyone who came.
- **Parking** – I recently met with Dacorum Borough Council to progress the parking restrictions at The Denes. We discussed other local shopping centres and how they manage parking. The next step is to formally write to DBC who will advance the proposals with Herts Highways (who own the land). Any restrictions that are put in (whether it is a ticket machine – our favoured option – or time limits on the bays) will be monitored by the parking team at DBC, who now drive a vehicle around that captures registration numbers and flags any vehicles that have parked for too long or without a ticket.

### Weir – Nash Mills Wharf

Following the collapse of the gated section and bund on the weir I was approached by residents to try and get the situation resolved. The River Gade comes off the canal and through the development, passing over a weir that also acts like a dam to keep water a certain depth above it. At present the Gade is now just a trickle, fish are coming through into water just a couple of inches deep and are unable to pass through. They are dying or being caught by the herons and other birds.

I took photos of the problem and spent two hours with a planning officer and member of the Enforcement team at DBC to establish who exactly is responsible and whether DBC can enforce. The land owner and developers were not helpful last week and were passing the residents around. DBC suggested I contact Herts Ecology at county council and the Environment Agency, along with Canal and River Trust. I got in touch with all three of these. EA are sending an officer to investigate as a matter of urgency and I will be checking progress with them next week (I have to give them 10 days).

Meanwhile, Lindens (now taken over by Bovis) finally visited the site on Friday and pledged to put sandbags in as a temporary measure. DBC are still ploughing through the hundreds of amendments to the planning application for the Wharf to establish responsibility and to see if it falls within their remit to enforce. Hopefully they or EA can, so a permanent repair can be made.

### Planning

- **Mosque** – We are in the 6-month period following refusal of the mosque planning application, which allows the applicant to appeal the decision. Meanwhile boards have been pulled off the windows again and there is fly tipping within the grounds. Dacorum Council Enforcement department is currently working on this to ensure the site is made safe and tidy.

- **143 Belswains Lane** – Just outside the parish but for information, a new planning application has been received for a terrace of 8 houses that would face on to Pinecroft. I am meeting with residents to once again object to this proposal as the majority of immediate neighbours believe that this will cause even more parking congestion on Pinecroft and is over development of the site.

### **Willow Trees**

The willow trees in the Willows development (along the canal, rear of Kingfisher Drive and Swan Mead) have been pollarded in order to try and save them. A further inspection from DBC has reported that some need to be cut back further as there is still dead wood that will become brittle. This will be done in the coming weeks.

The contractors made a dreadful mess of the grassed areas and I complained to DBC who in turn have instructed the contractor to repair the damage. They will do this when they have completed the works.

### **Verges**

I am working with DBC and Herts Highways to establish ownership of verges in order that we can progress our scheme. It must be noted that following a meeting with Estates, they would be resistant to bollards on grass verges as this causes difficulty with grass cutting. However, they suggested that in some cases benches could be used as a parking deterrent.

### **Jan Maddern**

Dacorum Borough Councillor, Nash Mills

January 2020 Exp to Budget  
Working Budget  
2019/2020

Precept Awarded	£	Annual Budget			*mnth	CUMUL	CUMUL	cumul	% exp to
		Mnthly	Mnthly	Monthly	BUDGET	EXP	diff	inc/exp	budget
		BUDGET	EXP	inc/exp	YTD	YTD			
Clerk's Sal/Ni/Tax/OT/Backpay									81%
Sundries: Office/Energy/Travel	£ 750.00	£ 62.50	£ 277.00	-£ 214.50	£ 625.00	£ 528.91	£ 96.09		71%
Clerk's mobile	£ 360.00	£ 30.00	£ 32.80	-£ 2.80	£ 300.00	£ 248.52	£ 51.48		69%
Clerk's pension									78%
Printer Parish Magazine	£ 1,095.00	£ 91.25		£ 91.25	£ 912.50	£ 945.00	-£ 32.50		86%
Clerk PO Box	£ 300.00	£ 25.00		£ 25.00	£ 250.00	£ 285.00	-£ 35.00		95%
Delivery of magazine	£ 300.00	£ 25.00		£ 25.00	£ 250.00	£ 240.00	£ 10.00		80%
Print/copy/supplies	£ 250.00	£ 20.83	£ 106.76	-£ 85.93	£ 208.33	£ 247.39	-£ 39.06		99%
Subscriptions (HAPTC/SLCC/ICO)	£ 1,200.00	£ 100.00	£ 44.00	£ 56.00	£ 1,000.00	£ 956.83	£ 43.17		80%
Parish Insurance came and co	£ 856.48	£ 71.37		£ 71.37	£ 713.73	£ 813.56	-£ 99.83		95%
Election Costs	£ 500.00	£ 41.67		£ 41.67	£ 416.67	-	£ 416.67		0%
Equipment Replacement	£ -	£ -		£ -	£ -	£ -	£ -		
Press advertising	£ 45.00	£ 3.75		£ 3.75	£ 37.50	-	£ 37.50		0%
Petty Cash	£ 50.00	£ 4.17		£ 4.17	£ 41.67	-	£ 41.67		0%
Internal Audit Fee	£ 378.00	£ 31.50		£ 31.50	£ 315.00	£ 360.00	-£ 45.00		95%
External Audit Fee	£ 240.00	£ 20.00		£ 20.00	£ 200.00	£ 200.00	-		83%
Competition winners (Magazine)	£ 30.00	£ 2.50		£ 2.50	£ 25.00	£ 20.00	£ 5.00		67%
Website Maintenance	£ 100.00	£ 8.33		£ 8.33	£ 83.33	£ 13.50	£ 69.83		14%
Website hosting	£ 50.00	£ 4.17		£ 4.17	£ 41.67	-	£ 41.67		0%
Chess ICT -hosted emails/software	£ 723.72	£ 60.31		£ 60.31	£ 603.10	£ 449.81	£ 153.29		62%
RAI	£ -	£ -		£ -	£ -	-	£ -		
SUB TOTAL	£ 28,428.20	£ 2,369.02		£ 2,369.02	£ 23,690.17	£ 22,374.34			79%
Total Grants Awarded	£ -	£ -		£ -	£ -	£ -	£ -		
Grants/Misc	£ 20.20	£ 1.68		£ 1.68	£ 16.83	£ 1,747.77	-£ 1,730.94		8652%
Conferences/Training Courses	£ 500.00	£ 41.67		£ 41.67	£ 416.67	£ 571.50	-£ 154.83		114%
Miscellaneous	£ -	£ -		£ -	£ -	£ -	£ -		
Dog Bags	£ 200.00	£ 16.67		£ 16.67	£ 166.67	£ 197.22	-£ 30.55		99%
AED/Defib	£ -	£ -		£ -	£ -	£ -	£ -		
Contingencies	£ 300.00	£ 25.00		£ 25.00	£ 250.00	£ 200.00	£ 50.00		67%
Grit	£ -	£ -		£ -	£ -	£ -	£ -		
Payroll Charges	£ 260.00	£ 21.67	£ 18.00	£ 3.67	£ 216.67	£ 180.00	£ 36.67		69%
SUB TOTAL GRANTS/MISC	£ 1,280.20	£ 106.68	£ 2,082.59	-£ 1,975.91	£ 1,066.83	£ 2,896.49			
Sub Total Precept	£ 29,708.40	£ 2,475.70	£ 2,082.59	£ 393.11	£ 24,757.00	£ 25,270.83			85%
use of reserves	£ 2,800.00	£ 233.33		£ 233.33	£ 2,333.33	-			0%
Expenditure sub total	£ 32,508.40	£ 2,709.03	£ 2,082.59	£ 626.44	£ 27,090.33	£ 25,270.83			
CONCURRENT SERVICE FUND					£ -				
Street Furniture Maint	£ 650.00	£ 54.17		£ 54.17	£ 541.67	£ 232.00	£ 309.67		36%
Repairs/Signs/Fencing	£ 900.00	£ 75.00		£ 75.00	£ 750.00	£ 242.25	£ 507.75		27%
Misc	£ 95.00	£ 7.92		£ 7.92	£ 79.17	£ 76.40	£ 2.77		80%
VILLAGE HALL/VENUE	£ -	£ -	£ 36.00	-£ 36.00	£ -	£ 36.00	-£ 36.00		
Hire Costs	£ 396.00	£ 33.00		£ 33.00	£ 330.00	£ 288.00	£ 42.00		73%
WARDEN'S SCHEME					£ -	£ -			
Salary									87%
Tools and replacement equipment	£ 72.60	£ 6.05		£ 6.05	£ 60.50	£ 24.95	£ 35.55		34%
Garage Rent	£ 757.44	£ 63.12	£ 52.60	£ 10.52	£ 631.20	£ 525.99	£ 105.21		69%
Total Concurrent services	£ 9,468.52	£ 789.04	£ 647.34	£ 141.70	£ 7,890.43	£ 9,795.77			
Total Annual Expenditure	£ 41,976.92	£ 3,498.08	£ 2,729.93	£ 768.15	£ 34,980.77	£ 35,066.60	-£ 85.83		84%
Use of Reserves	£ -	£ -		£ -	£ -	£ -	£ -		

46.23 vat  
£ 2,776.16

Position as at 31st January  
2020

We are currently at 84% of budget overall with 2 months left to run. I am expecting us to finish very close to original budget figure once income is factored in.


[home](#) [online forms](#) [end of year](#) [automatic enrolment](#) [monthly return](#) **LG221** [view stats](#) [general](#)

## LG221 - Payment Details

To authorise the payment, fill in your details, check the information and press "Authorise".

### LG221 Details

Payment Period Jan 2020

Employer

Please enter a brief description for this payment

Jan 2020 contributions, employer 00226

Employer contribution % \* 23.80

Employer contribution to use %\* 23.80

Employer cash payments due in year  
(please pay 1/12th unless otherwise agreed) £ 0.00

### Contribution Details

Full Scheme pensionable remuneration against which contribution calculated \* £

50/50 Scheme pensionable remuneration against which contribution calculated \* £ 0.00

Total pensionable remuneration against which contribution calculated \* £

Employees Full Scheme contributions \* £

Employers Full Scheme contributions \* £

Employees 50/50 Scheme contributions \* £ 0.00

Employers 50/50 Scheme contributions \* £ 0.00

Employee's Additional contributions Pre 2014 £ 0.00

Employee's Additional contributions Post 2014\* £ 0.00

Employers contribution in respect of cash payments due £ 0.00

Employers shared Additional pension contribution £ 0.00

Adjustment amount £ 0.00

Please specify type of adjustment

**Total Payment\*** £

Remittance amount paid £

### Reason for Discrepancy

Reason for Discrepancy

### Payment Details

Payment method BACS

Payment date 14 Jan 2020

Payment submitted by Nikki Bugden

User Designation/Grade RFO/CLERK

User Email address CLERK@NASHMILLSPARISHCOUNCIL.GOV

User Telephone number

### LG221

LG221

Submit new LG221

Cash only LG221

Authorise required

Rejected forms



Payment authorised by	<div></div>
Authoriser Designation/Grade	Nikki Bugden
Authoriser Email address	RFO
Telephone number	clerk@nashmillsparishcouncil.gov.uk
	<div></div>

© Local Pensions Partnership

---

# Nash Mills Parish Council

## VAT DETAIL REPORT

October - December, 2019

DATE	TRANSACTION TYPE	NO.	MEMO/DESCRIPTION	NAME	VAT CODE	VAT RATE	NET AMOUNT	AMOUNT	BALANCE
Box 1 VAT due on sales and other outputs									
04/11/2019	Deposit				SS-20.0	20.00%	20.00	4.00	4.00
29/11/2019	Deposit				SS-20.0	20.00%	20.00	4.00	8.00
29/11/2019	Deposit				SS-20.0	20.00%	37.50	7.50	15.50
Total for Box 1 VAT due on sales and other outputs								£15.50	
Box 4 VAT reclaimed on purchases									
15/10/2019	Bill			Vodafone	SP-20.0	20.00%	22.80	3.36	3.36
16/10/2019	Bill	october		Intuit Quick Books	SP-20.0	20.00%	27.00	5.40	8.76
16/10/2019	Bill			Paybureau	SP-20.0	20.00%	18.00	3.60	12.36
16/10/2019	Bill	oct		DBC- Garage	SP-20.0	20.00%	52.60	10.52	22.88
15/11/2019	Bill			Vodafone	SP-20.0	20.00%	24.13	3.63	26.51
16/11/2019	Bill			DBC- Garage	SP-20.0	20.00%	52.60	10.52	37.03
16/11/2019	Bill	1802187378	no vat claimed as no vat invoice	royal mail	SP-20.0	20.00%	285.00	57.00	94.03
16/11/2019	Bill	nm1119		Paybureau	SP-20.0	20.00%	18.00	3.60	97.63
16/11/2019	Bill	976208654		office depot	SP-20.0	20.00%	57.23	11.45	109.08
16/11/2019	Bill			Intuit Quick Books	SP-20.0	20.00%	27.00	5.40	114.48
10/12/2019	Bill	ord507014		slcc	SP-20.0	20.00%	51.50	0.80	115.28
10/12/2019	Bill	46484		rospa	SP-20.0	20.00%	232.00	46.40	161.68
15/12/2019	Bill			Vodafone	SP-20.0	20.00%	22.80	3.36	165.04
16/12/2019	Bill			DBC- Garage	SP-20.0	20.00%	52.60	10.52	175.56
16/12/2019	Bill			Intuit Quick Books	SP-20.0	20.00%	27.00	5.40	180.96
16/12/2019	Bill			Paybureau	SP-20.0	20.00%	18.00	3.60	184.56
Total for Box 4 VAT reclaimed on purchases								£184.56	
Box 6 Net value of sales									
04/11/2019	Deposit				SS-20.0			20.00	20.00
29/11/2019	Deposit				SS-20.0			20.00	40.00
29/11/2019	Deposit				SS-20.0			37.50	77.50
Total for Box 6 Net value of sales								£77.50	
Box 7 Net value of purchases									
15/10/2019	Bill			Vodafone	SP-20.0			22.80	22.80
16/10/2019	Bill	october		Intuit Quick Books	SP-20.0			27.00	49.80
16/10/2019	Bill			Paybureau	SP-20.0			18.00	67.80
16/10/2019	Bill	oct		DBC- Garage	SP-20.0			52.60	120.40
15/11/2019	Bill			Vodafone	SP-20.0			24.13	144.53
16/11/2019	Bill			DBC- Garage	SP-20.0			52.60	197.13
16/11/2019	Bill	1802187378	no vat claimed as no vat invoice	royal mail	SP-20.0			285.00	482.13
16/11/2019	Bill	nm1119		Paybureau	SP-20.0			18.00	500.13
16/11/2019	Bill	976208654		office depot	SP-20.0			57.23	557.36
16/11/2019	Bill			Intuit Quick Books	SP-20.0			27.00	584.36
10/12/2019	Bill	ord507014		slcc	SP-20.0			51.50	635.86
10/12/2019	Bill	46484		rospa	SP-20.0			232.00	867.86
15/12/2019	Bill			Vodafone	SP-20.0			22.80	890.66
16/12/2019	Bill			DBC- Garage	SP-20.0			52.60	943.26
16/12/2019	Bill			Intuit Quick Books	SP-20.0			27.00	970.26
16/12/2019	Bill			Paybureau	SP-20.0			18.00	988.26
Total for Box 7 Net value of purchases								£988.26	

Transactions in a previous VAT period were changed after filing. Before filing this period's VAT, check the exception report to confirm that the transactions are correct.

## **Clerk Laptop Request**

### **February Meeting (for full council decision)**

Further to investigations by Cllr Briggs it has been suggested that the clerk laptop be replaced with a model offering the specifications below, a model with all of the specifications is currently available here;

[https://www.dell.com/en-uk/work/shop/laptops/vostro-notebooks-5590/spd/vostro-15-5590-laptop/s5104vn5590btsukie01\\_2005?configurationid=35062f7e-6cd6-4e91-9a63-3d8fa549e906](https://www.dell.com/en-uk/work/shop/laptops/vostro-notebooks-5590/spd/vostro-15-5590-laptop/s5104vn5590btsukie01_2005?configurationid=35062f7e-6cd6-4e91-9a63-3d8fa549e906)

Max Spend requested **£700**

### **Specification required**

15" screen

Intel® Core™ i5 processor

8GB memory

256GB disk

4 year onsite warranty.

### **Proposal for Council**

- *NMPC agree that the clerk may source a new laptop and warranty, with the specifications detailed by Cllr Briggs up to a maximum spend of £700.00.*
- *NMPC authorise the clerk to move funds to cover the expenditure from reserves if required*

## **RFO Report on Bank Balances and Investments January 2020**

### **Purpose**

NMPC currently have funds on deposit. The annual fixed rate deal with NWB Treasury Reserve expires **end Feb 2020**. Therefore, a decision must be made at the February meeting.

This report is to ensure that the funds are fully protected under the Financial Services Compensation Scheme (FSCS) and that we are obtaining the best possible return whilst ensuring that the funds are available for projects currently under discussion.

<https://www.fscs.org.uk/>

£85000 limit with any one provider (bank) for Financial Services Compensation Scheme

### **Current Banking Arrangements**

#### **Lloyds**

- Current Account  
Main parish account  
£14000 (reducing at approx. £4000 per month)  
No interest  
Any monies left at the financial year end (31/3/2020) will be sent to general reserves.
- Deposit Account (32-day notice account)  
£50200  
Interest 0.75%

#### **NatWest**

Max with NatWest Bank approx. £86000 overall once the interest for the annual investment has been allocated.

- Current Account  
Rarely used (account used for VAT reclaims)  
£450  
No interest
- Business Reserve (not really used)  
£80.00  
0.20% gross
- Treasury Reserve  
Currently we hold £80000 for 1 year  
Interest rate 0.89% gross  
Expires 28/2/2020

NatWest Options		
Investment time	Interest rate	Min balance
1 month	0.20%	£25000
3 months	0.43%	£25000
6 months	0.48%	£25000
1 year	0.55%	£25000
NWB are unable to give the 'break penalty' as it all depends on multiple factors		

*NB Rates correct @ 27/1/2020*

Lloyds Options		
Investment time	Interest rate	Min balance
32 days' notice	0.75%	£10000
3 months	0.70%	£10000
1 year	1.05%	£10000
The break penalty for the 32-day notice account is 32 days interest (approx. £40 on our current balance) There is no break allowed on the year investment.		

## RFO Recommendation

The financial situation currently requires fluidity as NMPC have some major expenditure planned for this year. I would suggest that until we know the amounts required for the planned projects and the remaining balance of our reserves the following actions are taken:

### NatWest

Treasury reserve funds are allowed to expire and are then deposited back into the business reserve account which offers the same interest rate as the 1-month Treasury Reserve.

### Lloyds

Balance is left on the 32day notice account as any additional works that NMPC may wish to undertake will be subject to approval of quotes etc giving time for relevant notice to be given.

Any surplus at year end (31/3/2020) on the Lloyds current account will also be sent across to the Lloyds 32-day account. This will leave an operating balance on the current account once the precept has been credited.

### Review (suggested Summer 2020)

Once NMPC have clarified their spending priorities the investments and options available will be reviewed by the RFO in line with the reserves policy to enable the matter to be brought back to full council to decide on a longer-term objective to obtain the best rate of return in line with strategic requirements.

### Proposal for agenda

- i) *NMPC agree that the Treasury Reserves funds held by NWB are allowed to expire and will be deposited back into the NatWest Business Reserve Account.*
- ii) *NMPC agree that the Clerk/RFO can make any necessary bank transfers in accordance with the report above to ensure that all funds are in the correct locations and protected by FCSC.*

*Nikki Bugden  
27/1/2020*

# Clerk Report to Nash Mills Parish Council

## Grant Request Nash Mills Village Hall Association

### Purpose of report

- Nash Mills Village Hall Association (NMVHA) presented their grant application to NMPC in November 2019 (19/130/FPC vii).
- The request was for an estimated £18500.00
- NMPC resolved to support and to determine the amount to be awarded for the car park improvements once 3 quotes had been obtained by NMVHA.

In line with our grant policy we are in receipt of;

- A fully completed application form (redacted copy attached)
- Current bank statement
- Financial statement (up to 31/3/2019)
- The year-end figure at 31/3/2019 shows £896.57 surplus income over expenditure.

These have been verified by the clerk (available upon request).

I have obtained the following account history from the charities commission website (NMVHA charity number 302433)

<https://apps.charitycommission.gov.uk/Showcharity/RegisterOfCharities/CharityWithoutPartB.aspx?RegisteredCharityNumber=302433&SubsidiaryNumber=0>

Financial year end (FYE)	Income	Spending	Accounts received	Annual Return/Annual Update received
31 Mar 2019	£23,634	£22,737	Not Required	26 Jan 2020
31 Mar 2018	£24,315	£31,317	Not Required	18 Jan 2019
31 Mar 2017	£22,101	£11,956	Not Required	09 Jan 2018
31 Mar 2016	£15,507	£14,171	Not Required	11 Jan 2017
31 Mar 2015	£23,660	£14,004	Not Required	26 Jan 2016

NMPC ringfenced a maximum sum of £20000 in our reserves for village hall support when budget setting for 2020/21.

### Power to spend

#### **LGA 1972 s.133**

*Provision of parish and community buildings.*

<http://www.legislation.gov.uk/ukpga/1972/70/section/133>

*A parish or community council may acquire or provide and furnish buildings to be used for public meetings and assemblies or contribute towards the expenses incurred by any other parish or community council or any other person in acquiring or providing and furnishing such a building*

#### **LGA 172 S.145 (1b)**

*Provision of entertainments.*

<http://www.legislation.gov.uk/ukpga/1972/70/section/145>

*(1)A local authority may do, or arrange for the doing of, or contribute towards the expenses of the doing of, anything (whether inside or outside their area) necessary or expedient for any of the following purposes, that is to say—*

*(b)the provision of a theatre, concert hall, dance hall or other premises suitable for the giving of entertainments or the holding of dances;*

## Summary

Three quotes have been received. The redacted quotes are attached.

Quote 1	£14487.00 plus vat and £695.00 plus vat
Quote 2	£27437.20 plus vat
Quote 3	£11468.00 plus vat ( <i>option 1</i> ) £11956.00 plus vat ( <i>option 2</i> )

## Background information

The applicant has provided the following information. (abridged version below)

*"From the 3 companies who tendered..... both **quote 1** and **quote 3** visited the site. Longdean Park has experience of the work provided by **quote 1** who did a good job of the estate roads almost 15 years ago...*

*My preference would be to use **quote 1** as they understood the needs of the Hall and spent time preparing a response plus I have experience of their work"*

## Decision for Council.

To decide on total sum to be awarded to NMVHA to enable them to engage their contractor. NMVHA will be responsible for ensuring that all contractors are suitable, qualified and insured and will be responsible for obtaining any guarantees. NMPC will be making a donation with no responsibility for any risk or liability associated with the works.

## Recommendation to Council

- I confirm that all due diligence has been undertaken.
- All quotes have been redacted therefore any Cllrs who may be privy to the names of the contractors by other means or who are on the committee for NMVHA should declare an interest and will not be allowed to undertake any discussions regarding the application.
- If the acting Chairman of the meeting should declare an interest due to their association with the committee of NMVHA they will require another Cllr to Chair this part of the discussion
- This acting chairman for this agenda item must be proposed and seconded by Council and this must be minuted.
- Council will need to decide an amount to be awarded up to a maximum of £20000.

## Agenda Point for February Meeting.

*NMPC to resolve to confirm the total sum to be awarded in the form of a grant to NMVHA association for the purposes of resurfacing the car park at Nash Mills Village Hall.*

*Nikki Bugden  
Clerk to the Council  
28/1/2020*

# NASH MILLS PARISH COUNCIL GRANT APPLICATION FORM

Should you require this document in a different format (such as large-print) or require assistance to complete it then please contact the clerk.

<b>APPLICANT'S DETAILS</b>	
Name of Applicant Organisation i.e. who are you applying on behalf of? Nash Mills Village Hall	
Who will be our main contact for correspondence about this application?	
Address for all correspondence	
Email address:	
Can we contact you by telephone? Yes	
What authority do you have to submit this application? For example, has the application been authorised by committee decision? If so, what committee and when? (For your own protection it is important that you are properly authorised). Committee member authorised by committee meeting 17 <sup>th</sup> October 2019	
What type of organisation would you describe the Applicant as? A Village Hall and Registered Charity	
Approximately how long has the Organisation been in existence?	
70 Years	newly formed
Are you a Registered Charity? YES Registration Number 302433	
Are you affiliated to a Governing Body? NO	
Which one(s)?	

## 2 DETAILS OF YOUR APPLICATION



Please give a concise but detailed description

The village Hall has received confirmation that it will receive the remainder of the 106s monies from the Nash Mills Warf development to spend on repairs to the Hall. We have identified what the funds can achieve which, when the original sum was allocated, we stated was not sufficient to redevelop the Hall which was what the developer claimed was possible. Never the less we have re-roofed the hall, added new surfaces to some rooms, waterproofed the lobby and repainted the Hall using our own labour as a stop gap. The remaining monies will be spent on refurbishing the toilets, replacing the windows, building storage for hall users and professionally repainting inside and out.

This leaves the carpark as an outstanding job that cannot be left for too long as to resurface now will be cheaper than leaving it until the surface degrades to the point where it will need to be completely replaced.

We have had an indicative quote of about £18,500 inc VAT to resurface the carpark and reline the bays. As you know the Hall is self funded and receives no grant from DBC unlike many other halls in Dacorum. We are therefore hoping the Parish Council can help in some way. I am happy to come to a future meeting if it will help explain our situation.

<b>USAGE</b>
Approximately how many people are currently regular, active participants in your Organisation? The Hall is used most evenings and some times during the day by fitness groups, support groups such as McMillan nursing, dance groups, marshal arts and a nursery
How many of them are resident in the Parish of Nash Mills? This is impossible to say as people who attend the groups come from the surrounding area but how many are specifically from Nash Mills is confidential to the organisation. The Hall meets a local need as evidenced by the use by McMillan
<b>FUNDING</b>
How much are you applying for? The current estimate is for £18,500
What other grants have you applied for or obtained recently The hall was given a grant to refurbish the Hall from s106 monies of £100,000 from the development of Nash Warf. This was woefully short of the true amount needed but has been used as described above and has been allocated to a number of future projects to be completed over the next 2 – 3 years. The last payment has yet to be made to the Hall but is expected November 2019

Please confirm the following documents are enclosed in support of this application?

Nash Mills Village Hall Rules – Management Committee procedure

Quote

Bank statement presented at last meeting dated 27 September 2019

Financial statement for year ending 31<sup>st</sup> March 2019

SIGNED..... DATE.....

Please return this form to Nikki Bugden [Clerk@nashmillsparishcouncil.gov.uk](mailto:Clerk@nashmillsparishcouncil.gov.uk)

NMPC PO Box 1602, Hemel Hempstead, Herts HP1 9ST

**OUR REF:** WJ/KB/36571

**DATE:** 14<sup>th</sup> October 2019

## **QUOTATION**

Mr Geoff Doole  
Nash Mills Village Hall  
Lower Road  
Nash Mills  
Hemel Hempstead  
HP3 8RT

Dear Mr Doole,

We thank you for your recent enquiry regarding surfacing works and have pleasure in replying as follows:-

**SITE: NASH MILLS VILLAGE HALL – LOWER ROAD – NASH MILLS –  
HEMEL HEMPSTEAD – HP3 8RT**

**RE: RESURFACING WORKS TO CAR PARK – APPROX 829 SQUARE METRES**

Dig out a one metre square soakaway pit.

Remove all waste from site. (1 No)

Fill soakaway pit with 20mm reject stone.

Excavate for, supply and lay a semi-universal trapped clay gully, all set on and encased in concrete. (1 No)

Supply and fit to gully, a duty cast iron hinged gully grating and frame, all set on a bed of cement mortar. All to suit new macadam levels. (1 No)

Pipe new gully into soakaway pit. Make good grass.

Cut neat straight tigh in chases to all finish joints. Where necessary remove vegetation from complete area. Treat areas with herbicide weed killer.

Cut out defective areas of existing macadam surface to a depth of 50mm. Scarify sub-base to receive binder course. (Approx 6 Square Metres)

Supply and lay 50mm of 20mm dense bitumen macadam binder course, to all levels, rises and falls. Consolidate when hot with machine roller. (Approx 6 Square Metres)

Mechanically sweep complete area. (Approx 829 Square Metres)

Spray area with K-140 bitumen emulsion. (Approx 829 Square Metres)

Over all low and undulating areas, supply and lay a regulating course of bitumen macadam. All laid and compacted to suit surrounding levels. (Approx 47.6 Square Metres)

To complete area, supply and lay 30mm of 10mm close graded macadam surface course, to all levels, rises and falls. Consolidate when hot with machine roller. (Approx 829 Square Metres)

Seal all joints with hot pour bitumen.

All work laid in accordance with EN13108 (BS 4987 & BS 594)

TOTAL COST: Labour and Materials: £14,487.00 +VAT

Workmanship and materials fully guaranteed for 24 months.

All prices quoted are for normal weekday working.

NB: Optional over cost for lining works to include:

33 Full bays in white thermoplastic road line material.

2 Disabled bays.

6 Square metres of yellow box hatching.

'Keep Clear' in letters.

TOTAL COST: Labour and Materials: £695.00 +VAT

NB: The works will take 3 days to complete.

NB: We cannot guarantee 100% dispersal of water from the new surface.

Terms of payment to be agreed, before commencement of any works. Pay when paid will not be accepted.

Leave site clean and tidy on completion.

We hope this is satisfactory and look forward to hearing from you in the near future.

Yours sincerely,

## QUOTATION

21 January 2020


Site	P-320 - Lower Rd, Nash Mills, Hemel Hempstead HP3 8RT.				P-320	
We thank you for your valued enquiry in respect of the above referenced project and accordingly, we have pleasure in submitting our quotation as follows:						
ITEM	DESCRIPTION	QUANTITY	UNIT	RATE	COST	
1	Car Park Resurfacing Area 800m2	1	Item	£27,437.20	£27,437.20	
	Plane out 800m2 @ 30mm deep and remove arisings to tip.					
	Saw cut joints and hot paint.					
	Apply Tack Coat.					
	Regulate as required.					
	Supply, lay and compact 10mm DBM @ 30mm thickness.					
	Install 2 x Disabled Bays					
	Install white lines for 34 parking bays.					
				SUB TOTAL	£27,437.20	
				20 % VAT	£5,487.44	
				TOTAL	£32,924.64	

*If you have any queries regarding this quotation please contact:*

*Name/Title*

**Mobile:**

We would respectfully draw your attention to the conditions of our quotation (overleaf) as our offer is based upon the provisions of these clauses .

- 
- 1 Our price is subject to re-measurement on completion.
  - 2 Our rates are current / fixed to 31/12/2019. All future material price increases will be charged as an extra over rate.
  - 3 Our rates are based on the material specifications detailed in our quotation; any variation in these specification will necessitate a change in the rate for the works.
  - 4 Our price is based on Monday to Friday working, (excluding Bank Holidays), between the hours of 08:00 and 17:00. Works undertaken outside of these times will be subject to a surcharge for both labour and plant openings.
  - 5 Our price is based on the quantities detailed in our quotation; any variation in these quantities will necessitate a change in the rates for the works.
  - 6 Our price is based on the programme & phasing of the works as detailed by you; any variation in this programme or phasing will necessitate a change in the rates for the works. We have allowed for one visit to site.
  - 7 Our quoted rates are subject to change pending unforeseen delays to progress and any noticeable changes to the areas and material specification
  - 8 Levels of sub-strata materials laid by others will be checked and agreed with yourselves, prior to commencement; any additional materials required to achieve the correct finished levels will be charged as regulating and costs will be agreed prior to commencement of works if applicable.
  - 9 Our acceptance of any order, will be subject to satisfactory arrangements in respect of credit. Our quotation is valid for 28 days.
  - 10 No allowance has been made for the testing of materials. Any such requirement will be subject to extra cost.
  - 11 The rates and prices quoted are net and shall not be subject of any discount or retention. All rates and prices are exclusive of VAT which shall be
  - 12 Notwithstanding any requirements in the tender documents, are rates do not allow for any testing of materials; any such requirements at all will be subject to the agreement of extra costs.
  - 13 We require that the above terms and conditions are incorporated into any subsequent order and that they take priority over any other conditions
  - 14 There is no allowance for the disposal of TAR or any other contaminated material unless otherwise stated.
  - 15 Attendances: We require the following to be provided to us free of charge such that the progress of our works shall not be hindered:
    - : Constant unhindered and exclusive access to the site and the area of our works.
    - : Haul roads and the working area suitable for the travelling of fully loaded delivery vehicles and paving equipment together with a surface on which paving is to be laid which is to the correct line and level and in all other respects suitable for the execution of the paving works.
    - : Safe and secure storage for our materials, equipment, plant and tools throughout the duration of our works.
    - : Traffic Management
    - : Welfare facilities for our staff and operatives
  - 16 Payment terms for works would be on completion of the work

**Any failure in the respect of the supply of the above noted attendances will result in additional charges, which shall be added to the contract price.**

### QUOTE 3

Mr Geoff Doole  
Nash Mills Village Hall  
Lower Road  
Nash Mills  
Hemel Hempstead  
HP3 8RT

MTs/GD/01/NMVH

27<sup>th</sup> November 2019

#### Resurfacing of Car Park.

##### To include; Option 1

- Provide Risk & Method Statements
- Set up All required road signage, Barriers & Cones etc.
- Break out edging kerbs which runs through the car park.
- Saw cut asphalt around boundary and break out surface, 300-mm in width x 50-mm in depth (this is to ensure the new surface levels are the same level as the top of the edging kerbs).
- Clean and prepare surface, remove all weeds/scrub & grass etc.
- Apply none leaching weed killer to all boundaries of the car park.
- Apply tack coat bitumen CB46 (hot).
- Fill all potholes and regulate the surface to form our set levels.
- Overlay complete car park with 40-mm of 10-mm dense bitmac A/C close graded surface course.
- Mark out parking bays to maximum capacity with hot thermo plastic.

All for the sum of.....£11,468-00

##### Option 2

- Overlay complete car park with 10-mm A/C SMA.
- Mark out parking bays to maximum capacity.

All for the sum of.....£11,956-00

Quotations exclude vat.

All based on today's prices.

Asphalt to be laid by machine and compacted with 13 tonne vibroll.



Envisage 2-3 days to complete



# NASH MILLS

## PARISH COUNCIL

### Who are we?

The Parish Council is the first tier of local government. Nash Mills Parish Council has eight councillors, supported by a clerk and parish warden. We are here to be a voice for residents of Nash Mills and represent your views



**Cllr Lisa Bayley**

07789 482 625  
lisabayleyparish  
@btinternet.com



**Cllr Jan Maddern**

07711 066 696  
jan.maddern  
@hotmail.co.uk



**Cllr Steve Roberts**

07969 244 483  
sr.nmpc  
@icloud.com



**Cllr Michele Berkeley**

07951 502 442  
micheleberkleyparish  
@gmail.com



**Cllr Alan Briggs**

01442 393202  
alandbriggs  
@gmail.com



**Cllr Mandy Lester**

07956 346 471  
mandy.lester12  
@gmail.com.



**Cllr Emily Tout**

07803 261 411  
emily.tout12345  
@gmail.com



**Cllr Nicola Cobb**

07967 185 337  
nicolacobbparish  
@hotmail.com

**Nikki Bugden** - Parish Clerk/Responsible Financial Officer  
07493 519 458 / clerk@nashmillsparishcouncil.gov.uk

**David Drew**, Parish Warden

### Join us at a Parish Council Meeting

Parish Council Meetings are normally held on the second Monday of each month (except August) at 8pm in Nash Mills Village Hall. Any exceptions to this will be shown on the Parish noticeboard at the Denes.

Residents are invited to attend the meeting and the agenda is posted on the notice board 5 days in advance so you can see the topics being discussed. There is a public participation section in each Parish Council meeting. To request a slot to speak, please contact the clerk by 9am on the Thursday before the meeting.

**<https://www.nashmillsparishcouncil.gov.uk/meeting-information>**



## How else can you stay in touch?

As well as attending the Parish Council meeting, there are many ways to stay informed and have your say. We're always pleased to see and hear from you!

### Come and see us at the Denes

Each Saturday prior to the Parish Council meeting, you can find us at the Denes. We are usually there for about two hours over lunchtime.

### Clerk's distribution list

Contact Nikki with your email address and she will share agenda, minutes and urgent meeting updates with you.

### Contact the clerk

Nikki can either help directly or may add relevant items to the agenda for discussion at a Parish Council meeting

### Check out the Parish noticeboard

The agenda for every Parish Council meeting is posted on the noticeboard at the Denes, five days in advance of each meeting. Do have a look when you're passing for any interesting agenda items that you may wish to hear about.

### Contact a Parish Councillor

We all live or work within Nash Mills so you'll likely see us around. Our contact details are overleaf. Feel free to share ideas or concerns.

### Follow us on Social Media

We are now on Facebook and Instagram.



### Contact details

[www.nashmillsparishcouncil.gov.uk/contact-us](http://www.nashmillsparishcouncil.gov.uk/contact-us)  
Email: [clerk@nashmillsparishcouncil.gov.uk](mailto:clerk@nashmillsparishcouncil.gov.uk)  
Tel: 07493 519458



# Report to Nash Mills Parish Council

*All reports to be circulated in advance of NMPC Meeting.*

<b>Working Group Name</b>	Communications and Social Engagement
<b>Meeting Held (Date)</b>	24 <sup>th</sup> January 2020
<b>Present at Meeting</b>	Michele Berkeley, Steve Roberts, Nicola Cobb, Alan Briggs, Emily Tout
<b>Apologies</b>	Jan Maddern
<b>Agenda Items for Resolution/Decisions Needed</b> <i>Please list each point requiring a decision separately for inclusion on the agenda.</i> <i>Please note items not included on the agenda cannot be approved.</i>	<ul style="list-style-type: none"> <li>▪ VE day – proposal for parish event on Friday 8<sup>th</sup> May pm. Initial option – Afternoon tea (catered, tickets). Group to look further into possibilities for March meeting.</li> <li>▪ VE day – proposal for subgroup to work on VE day event</li> <li>▪ Proposal to spend a small sum of money on promotion materials for Denes networking sessions. Examples: <ul style="list-style-type: none"> <li>○ A5 leaflets (inc contact details, details of meetings, how to stay informed)</li> <li>○ Purchase of a banner or board with parish logo (other content to be confirmed)</li> </ul> </li> <li>▪ Proposal to slightly increase the payment for magazine distribution and plan a more structured delivery route (on agreement with deliverer and having looked at quotes from other companies)</li> </ul>
<b>Spending Level Requiring Authorisation</b>	<p>Approx £200 For Denes materials (one off cost for banner/s and items can be used elsewhere)</p> <p>Additional spend for magazine distribution to be covered by increased advertising</p>
<b>Quotes Circulated (if required)</b>	<p>Quotes for magazine distribution circulated</p> <p>Quotes for printed materials requested. Printer is happy to do a sample number of leaflets FOC to test</p>
<b>Relevant Powers to Spend (if spending approval needed)</b> <i>Please liaise with Clerk if guidance required.</i>	
<b>Policies Needed? Existing or New?</b> <i>Please liaise with Clerk if guidance required.</i>	
<b>Risk Assessment Needed? Existing or New?</b> <i>Please liaise with Clerk if guidance required.</i>	
<b>Notes / Other Items Supporting Above</b>	

## ACTIONS from meeting

- VE Day
  - Propose separate working group or subgroup to cover the following:
    - Contact Care Home to find out whether other events are planned or whether an activities co-ordinator would be interested in bringing residents to parish event
    - Contact Razzle Dazzle to find out whether they can input into decorations or any event management activities
    - Music – talk to Hemel Brass Band, arrange music system and speakers, VE day playlists
    - Residents Associations – would they prefer party packs or to join forces to help arrange parish event and encourage residents to attend?
    - Propose working party subgroup (or separate working group) to manage this event.
- Magazine distribution
  - Propose to re-structure delivery plan for magazine (with agreement of deliverer) to give us a clear idea of numbers required, distribution of spares, etc. Propose to increase amount paid for this way of working (in line with quotes from other companies)
- Denes
  - Gather quotes for different banners, leaflets, promotion options to share prior to parish meeting. Information from printer so far, awaiting quotes:
    - *We have produced PVC Banners for clients and they hang them from the table, some order big enough to act as a table cover as well. Easy to wipe clean.*
    - *We can also produce a printed tablecloth, this will look neater and hang from the table better but of course it is more likely to get dirty and will need washing.*
    - *Another idea would be a Feather flag with base, we supply a lot of these to a car rental company*
    - *Floor standing roller banner will have a tendency to blow over and so I would not recommend it, you can have a small one for the table but will that be seen from a distance*
    - *We can produce Foamex boards and you could fix these to the table legs.*
    - *We can print A1 Posters, it might blow about a bit if you are fitting to a flip chart, we do supply the A-Board stands, these are fairly heavy and would be ideal for your needs but of course they are not cheap. The posters can be changed and so the base is a one off initial cost but then to change the posters is cheap.*
    - *We can provide a whole array of promotional items, pens, cups, fridge magnets, Trolley Coins, Cotton Shopper bags to name a few*

## **Summary of Meeting**

- **Magazine**
  - Quotes shared from research into magazine distribution. Small number of companies will do targeted delivery. Distribution is within a week (with a week's lead time) and will work to a plan, with reports of delivered areas each day.
- **Social media**
  - Facebook and Instagram created.
  - Plan to start sharing / using to be discussed
- **Events**
  - VE day – suggestion to have parish event on the Friday due to village hall availability and to fit with the VE day events. Item added to agenda request.



# NASH MILLS

P A R I S H C O U N C I L

## **Annual Council Meeting and Annual Parish Meeting**

Local Govt Act 1972, s12, Pii, Piii

### **Annual Meeting of the Parish Council (ACM)**

- Must be held annually
- Legal requirement
- Its an official, formal meeting to transact business
- Must be held in May apart from election years
- NMPC traditionally starts at **7.30pm** (must not be before 6pm)
- Agenda is determined, drawn up and signed by clerk as it is official business only as per our standing orders ie election of Chairman/ election of members to committees/ checking of assets register etc.
- The finances will be included as they require monthly sign off
- Any planning matters will be included
- No additional business (unless deemed urgent by the clerk) will be included on the agenda as the meeting is so short.

### **Annual Parish Meeting (APM)**

- Must be held annually
- Legal requirement.
- It's a meeting for the electorate
- More informal as limited statutory requirements
- Must be held between 1<sup>st</sup> March -1<sup>st</sup> June (inclusive)
- NMPC traditionally hold it on the same evening as the ACM
- Must not commence before 6pm
- NMPC traditionally starts at **8.00pm**
- Should include annual reports from Chairman, Committees, Warden, PCSO, Clerk
- Can include updates from Resident Assoc/awarding of grants (traditionally inc Residents Assoc initiatives although application process is now more structured so applications can be received but would need to be ratified at full council), guest speakers.
- Agenda is signed by Chairman-it's an invitation not a formal notice to attend.
- Meeting is usually short with an extended refreshment section at the end for networking/ meet & greet

*Nikki Bugden*

*16/1/2020*



# Report to Nash Mills Parish Council

*All reports to be circulated in advance of NMPC Meeting.*

<b>Working Group Name</b>	Open Spaces – Verges - Parking
<b>Meeting Held (Date)</b>	27 <sup>th</sup> January 2020 - Amys Café, Nash Mills Parish
<b>Present at Meeting</b>	Michele Berkeley, Alan Briggs, Steve Roberts, Nicola Cobb
<b>Apologies</b>	Mandy Lester Tina Howard
<b>Agenda Items for Resolution/Decisions Needed</b> <i>Please list each point requiring a decision separately for inclusion on the agenda.</i> <i>Please note items not included on the agenda cannot be approved.</i>	<b>Verges - Parking</b>
<b>Spending Level Requiring Authorisation</b>	£ Nil
<b>Quotes Circulated (if required)</b>	
<b>Relevant Powers to Spend (if spending approval needed)</b> <i>Please liaise with Clerk if guidance required.</i>	
<b>Policies Needed? Existing or New?</b> <i>Please liaise with Clerk if guidance required.</i>	
<b>Risk Assessment Needed? Existing or New?</b> <i>Please liaise with Clerk if guidance required.</i>	
<b>Notes / Other Items Supporting Above</b>	Mosque (Former Methodist Church)

## Summary of Meeting

### ▪ Grass Verges

- Although Tina Howard was unable to attend the Meeting due to a personal issue we decided to go through the Agenda and following the meeting Michele Berkeley, as Lead, agreed that she would send an email to Tina with a list of questions that would have been raised. These are as follows:
- Establish what the programme of works and budgets are approved by HCC for NMP for 2019/20 and 2020/21.
- Have funds been allocated for Chambersbury Verge issue as this has been identified as outside the Parish.?
- Nash Green Verge – can this be reviewed as a separate action point and look to see if the area could be reconfigured to create additional parking?

- Would Tina consider co-opting onto the WP for the Verges? Full Report to be sent to Tina and Clerk.
- Ask Tina how she would like to present her monthly reports? Verbally as well as sending a copy to Clerk prior to meeting.?
- Is there an option of planting trees, installing benches, flower boxes, no parking signs? What are her thoughts?
- Could Tina look at installing additional signs at The Denes at the No Entry point as this has not been adhered to.
- Crossing at Bunkers Park – could this be reviewed.?
- Bollards at Bunkers Park.?
- Double Yellow Lines at Red Lion Lane – update?
- Email to be sent to Clerk to find out if she could approach DBC or HCC to verify ownership of Verges as in Report.
- Seek Clerk advice if Michele should contact Jan Maddern directly with a view of getting a deadline in place in respect of Ownership details.?. Alternatively have an agenda point and a deadline in place on all the verges ownership – to be approved at Council.
- Ask NMPC to discuss option of asking Clerk to send letters to relevant authorities about issuing Warning Letters to residents that continue to park on verges outside their property.?
- **Mosque**
  - Seek advice from Clerk about NMPC sending a letter to DBC regarding the Former Methodist Church planning options and the safety of the site.



# VERGES REVIEW

27/01/2020

(v3)



# Mill Close – Recent Works





# Mill Close – Example Posts







# Mill Close (Opposite 12)

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	





# Nash Green #1

Part grasscrete / posts behind



Grasscrete / new tarmac spaces

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	

More parking spaces could be constructed





# Nash Green #2

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	

More parking spaces could be constructed



Additional and Angled spaces





# Bunkers Lane

## Highwoodhall-nature park gate

Safety issue – visibility for cars exiting the lane

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	





# Chambersbury Lane Opposite no 10 to Highbarns

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	



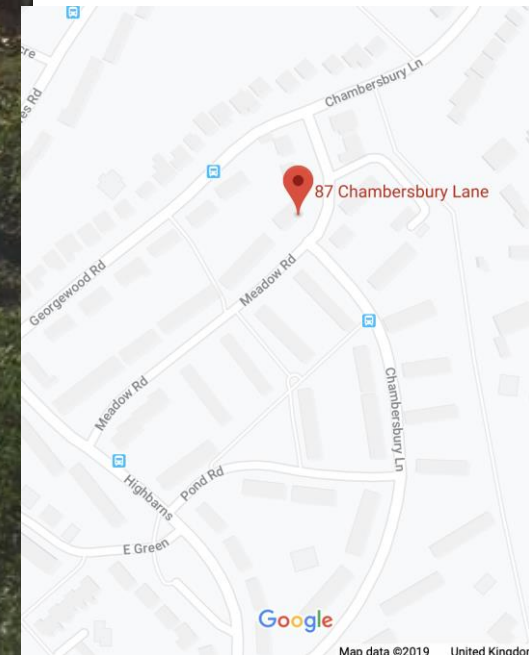
NO PARKING SIGNAGE?





# Chambersbury Lane 87-89

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	





# Chambersbury Lane Junction Market Oak lane

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	







# Chambersbury Lane 120

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	



**WARNING NOTICE**



# Chaffinches Green

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	

Posts  
(also see CHAMBERSBURY LANE)



Grasscrete



Posts (or trees?)







# Chambersbury Lane Opposite 174 Chambersbury Lane School

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	***
LEAVE AS IS	



Now a  
HCC PROJECT





# Meadow Road

## 33-43

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	







# East Green

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	





# Georgewood Road

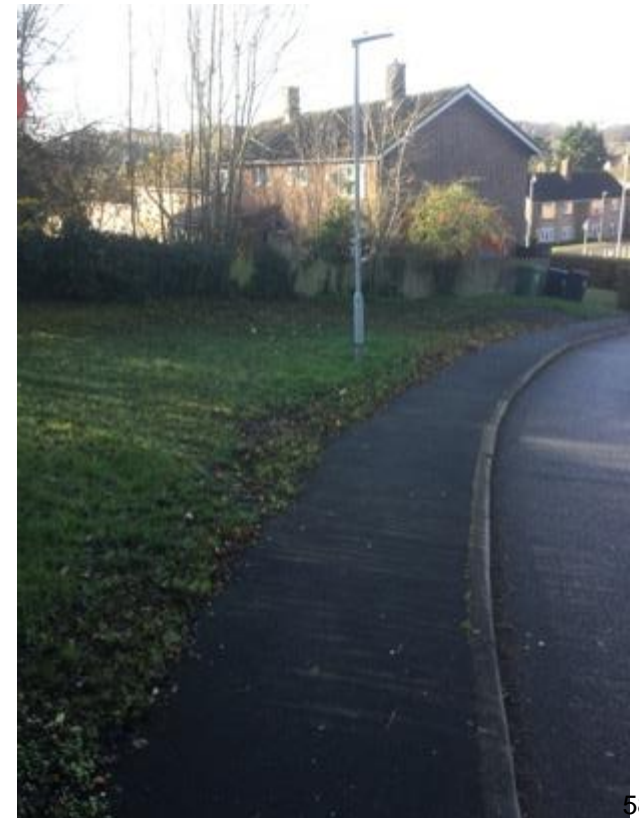
Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	

Left side travelling up hill

1) WARNINGS and 2) NO PARKING SIGNS



PLANTERS? BENCH? TREES?







# The Denes



Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	***
LEAVE AS IS	



# Cart Track

Left hand side off Belswains

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	***



PRIVATE LAND?



# Barnacres Road #1

## 514-518

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	

No 516







# Barnacres Road #2

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	





# Barnacres Road #3

## 381-245

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	







# Barnacres Road #4 outside and opposite 399

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	







# Nash Green #1

Part grasscrete / posts behind



Grasscrete / new tarmac spaces

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	***
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	

More parking spaces could be constructed



# Nash Green #2

Ownership	
Dacorum	
Herts	
Recommended Solution	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	

More parking spaces could be constructed



Additional and Angled spaces



# Full Council Action List

January 2019

<b>Actions from Most Recent Meeting (To Be Discussed)</b>	<b>Comment</b>
Verges – DBC/HCC ownership to be advised to working group	JM
CCTV Upgrade costings	JM (Borough)
The Denes Signage (CCTV /Fly Tipping etc)	JM (Borough)
Enforcement issues relating to the Former Methodist Church site (tidiness. Security)	JM (Borough)
Costed plan from Sunnyside to be obtained	SR
Facebook page to be set up	ML/JM
<b>Awaiting Further Updates (ONGOING to Be Discussed)</b>	
Defibrillator	JM (Denes working Grp
Noticeboard	(Denes W/G & Clerk)
Liaise with DBC re CCTV at The Denes	JM
Letter to Chamonix re parking	ML to draft/Clerk to send
Photo Authorisation form required (to accompany RA)	LB
<b>Clerk Actions from Most Recent Meeting in addition to standard post meeting duties (Information Only)</b>	
Updated questions to C/Cllr Howard re Chambersbury Lane (price per m/area)	Awaiting response
Refer to C/Cllr Howard re yellow lines @ Red Lion Lane (by traffic island only)	Awaiting response
Noticeboard, arrange safe removal	Warden to action
Arrange signing of Warden contract and RA	Update RA, contract signed
Meeting schedule for 2020-book hall	Clerk to check availability of The Forum for April 20 <sup>th</sup> (due to Easter)
Report abandoned car at The Denes	
Investigate if BT can offer a electricity 'power share' with defib and phonebox	
Investigate Investment options	
Send APM/ACM details	
Investigate warden phone	
Clerk to request informal advice from highways re parking against a fence (Red Lion Lane example)	
Ask PCSO re incident and car chase Bunkers Lane on Sunday	
Add W/G meeting to next Agenda to add Cllr Cobb to social media group	
Submit planning comments	
<b>Long Term Actions No Immediate Resolution (Reminders)</b>	
JM to contact Steve Barnes re: ticket meter. (ongoing, waiting until mosque planning application is complete)	JM
Traffic calming Bunkers Lane –NMPC taking forward	Clerk to instruct speed survey.
LB 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/LB LB chasing LJ who has been on leave.
All councillors to continue to report unauthorised banners within NM to JM.	ALL
Willow Trees – Monitor report from Luke Johnson	JM/AB (check Spring growth)
DD/NB Dog bag dispenser-NB to investigate.	Clerk
Garage Clear out/archiving	CLERK/JM/LB (Spring 2020)-March 2020