



NASH MILLS

PARISH COUNCIL

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Please note that due to the current Covid-19 situation, the Parish Council will meet virtually via Zoom (<https://zoom.us/>)

Meeting ID: 915 4497 5574

as permitted in *The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police Crime Panel Meetings)(England and Wales) Regulations 2020 ("The 2020 Regulations")*

Councillors

Lisa Bayley, Jan Maddern, Michele Berkeley, Alan Briggs,
Nicola Cobb, Mandy Lester, Steve Roberts, Emily Tout
are hereby summoned to attend

Nash Mills Parish Council Meeting

Monday 8th June 2020

Online Via Zoom

<https://zoom.us/j/91544975574?pwd=bXVTWjY3TTA2bFJuWUZ3aVptVHlZQT09>

Password 0pP6vF

8.00pm

To transact the business on the following agenda

Members of the public and press are invited to attend the meeting by using the above link. Please contact the clerk should you require any assistance or if you require a telephone dial in code.

Nikki Bugden

Mrs N Bugden

Clerk to Nash Mills Parish Council – 22/5/2020

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting. Please see our website or contact the clerk for accompanying reports.

AGENDA

20/072/FPC To Resolve To Undertake NMPC Meetings Remotely (*The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police Crime Panel Meetings)(England and Wales) Regulations 2020 ("The 2020 Regulations")*)

20/073/FPC Annual Council Meeting.

To ratify the decision taken to defer the Annual Council Meeting to May 2021 (in line with amended legislation and NALC Guidance L01-20) and for the Chairman, Vice-Chairman and Chairman Personnel, Vice-Chairman Personnel to remain in-situ for an additional year.

20/074/FPC Apologies

20/075/FPC Interests

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

20/076/FPC Minutes

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

- NMPC Meeting Monday 9th March 2020 (*appendix 1*)

20/077/FPC Decisions made under Delegated Powers-Covid-19 (*appendix 2*)

To ratify the decisions taken by the clerk, and to note the actions taken by the clerk in consultation with the Chairman, under delegated powers during the Covid-19 emergency as detailed in the attached summary.

20/078/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 Ian Martin (circulated) (*appendix 3*)
- Parish Warden's Report –David Drew (verbal update)
- Clerks Report- circulated. (*appendix 4*)
- Borough Cllr Report –B/Cllr Jan Maddern (*appendix 5*)
- C/Cllr Report – C/Cllr Tina Howard.

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

20/079/FPC Public Issues/Participation –

Members of the public can raise matters of concern or items for discussion pertinent to the agenda (any other items at the Chairman's discretion).

Should you wish to raise an issue for discussion during the public participation section at the council meeting please contact the clerk by 9am on the Thursday before the meeting to enable the clerk to investigate whether your item is covered by parish council powers.

PLANNING & CONSULTATIONS

20/080/FPC Planning

- To consider the Parish Council's response to the following planning applications or requests for consultation. *received since last meeting up to 1st June 2020.*

20/01108/FHA 10 Bunkers Lane Hemel Hempstead Hertfordshire HP3 8AX

Proposal: Rear extension, hip to gable roof extension with new dormer on garden slope and new 2 storey extension above an existing side volume (current kitchen and garage). Replacement of windows throughout for double glazed units, and external insulation to all existing structures.

<https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage>

20/01249/FUL Nash House Dickinson Square Hemel Hempstead Hertfordshire HP3 9GT

Proposal: |Conversion of gym into in to one 1-bedroom flat

<https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage>

20/01248/FUL Nash House Dickinson Square Hemel Hempstead Hertfordshire HP3 9GT

Proposal: Conversion of basement into 1x 1-bedroom flat

<https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage>

- To consider any planning applications received during the period 2nd June 2020- 8th June 2020
(Clerk to advise)

<https://planning.dacorum.gov.uk/publicaccess/search.do?action=monthlyList>

20/081/FPC Development Management Committee

- To discuss actions pertinent to any planning items for consideration at the DBC Monthly Development Management Committee meeting.

Please note that a determination has been made that nominated Cllrs may make representations in line with Parish planning comments that have previously been noted or submitted.

20/082/FPC Planning Information/Updates from Clerk.

- Items for information only (no action needed)

20/083/FPC Consultations. (Clerk to advise)

FINANCE

20/084/FPC Monthly Financial Matters (Appendix 6 i-xii)

- I. To review and, if agreed, authorise payments made in accordance with the budget. (Monthly Schedule attached).
- II. To note the schedules signed off under delegated powers for April and May
- III. To note year-end figures up to 31st March 2020, including s.137 expenditure.
- IV. To receive bank reconciliation and cashbook up to 31st March 2020.
- V. To receive bank reconciliation and cashbook up to 30th April and up to 30th May 2020.
- VI. To note on file LG221 Pension return for March, April, May 2020
- VII. To note the submission of the VAT return 30th June 2020.
- VIII. To review and, if agreed, agree the annual direct debit and standing order summary.
- IX. To receive the clerk report and note renewal of the annual NMPC insurance policy with Came & Co and cover of all insurable risks.
- X. To ratify the delegated decision to renew the annual subscriptions to professional advisory services HAPTC, SLCC, ICO.
- XI. To review Clerks investment strategy. and, if agreed to authorise the clerk to open a new interest-bearing account with NatWest. (Appendix 6xi)
- XII. To review and, if agreed, agree for the Clerk to purchase the new Rialtas parish accounting software. Clerks report provided. (Appendix 6xii)
- XIII. To note receipt of our precept plus grants from DBC (as budgeted) £39597.95
- XIV. To note receipt of community infrastructure levy (CIL) £6009.51. (Total held on 1st June now £15510.79)

AUDIT

20/085/FPC Audit actions

- I. To receive the asset, register up to 31st March 2020. (Appendix 7)
- II. To receive the Internal Auditors Report for 2019/20 (Appendix 8)
- III. To review and, if agreed sign the Annual Governance Statement (Section 1) (Appendix 9)
- IV. To review and, if agreed sign the Accounting Statement (Section 2) (Appendix 10)
- V. To review and, if agreed set the Notice of Public Rights Publication Dates as Monday 15th June 2020-Friday 24th July 2020 (Appendix 11)
- VI. To note that the clerk will now submit all completed audit documentation to the external auditor. 'Wet' signatures will be obtained to comply with the regulations.

STATUTORY MATTERS

20/086/FPC Items carried forward from deferred May 2020 meeting.

- I. To review the effectiveness of the System of Internal Control
- II. To review and, if agreed, adopt the Financial Management Risk Assessment.
- III. To review and, if agreed, adopt the Effectiveness of the Internal Auditor
- IV. To review and, if agreed, adopt the amended Reserves Policy, including the earmarked reserves summary.
- V. To adopt the NMPC standing orders.
- VI. To adopt the NMPC Financial Regulations.
- VII. To adopt the NMPC Complaints Policy.
- VIII. To adopt the NMPC Publication Scheme
- IX. To adopt the Scheme of Delegation/Terms of Reference.
- X. Consideration of the policy and procedure review schedule for 2020/21 and the adoption of all policies and procedures of the council currently in place, not listed above and previously adopted by full council in the preceding year. (*Appendix 12*)
- XI. Review of representation on or work with external bodies and arrangements for reporting back.
- XII. Consideration of any changes to the schedule of meetings set in January. (*Appendix 13*)
- XIII. Review of any training needs for Councillors.

WORKING GROUP UPDATES

20/087/FPC Working Group Restructure (partially deferred from previous meeting) (*Appendix 14*)

- I. To consider the requirement for any changes to the existing working groups memberships and if there are any requirements for additional working groups.
- II. To assign members to any groups
- III. To assign leads to new groups

AGENDA REQUESTS FROM COUNCILLORS

20/088/FPC Christmas Lights at The Denes (Cllr Cobb)-Report Circulated (*Appendix 15*)

Relevant Power to spend, Local Govt Act 1972, s.144

- I. To consider the procurement of Christmas lights for The Denes and associated implications for installation, risk assessment, insurance.
- II. If agreed to resolve for the clerk to submit the licence application form to Herts County Council.

20/089/FPC Action List- (circulated) (*Appendix 16*)

- information only

20/090/FPC Items for Consideration for inclusion at next meeting Monday 13th July 2020

Items to be received no later than 9am on Thursday 2nd July 2020.

Please note that all minutes and supporting documents for previous meetings can be found on our website