

Appendix 3 Crime Report	2
Appendix 4 Clerk Report July 2020	4
Appendix 5 DBC Report to NMPC July 2020	9
July 2020 Schedule .xlsx	12
Appendix 7 Covid-19 Play park re-opening July 2020 v2	13
Appendix 9 Working Group Meeting report - Denes - 1 July 20	20
Christmas lights Comparison summary - July 2020.xlsx	22
Appendix 11 Agenda request - magazine discussion - July 2020	23
Appendix 12 Google Listing	24
Appendix 13 Action List June 2020 (post meeting)	26

Nash Mills Crime Figures 2020

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD.
BURGLARY (DWELLING)		3	1		1								
BURGLARY (Other)													
THEFT FROM MOTOR VEHICLE	2	1	2		1	4							
THEFT OF MOTOR VEHICLE		2		1									
DAMAGE OR DESTROY <£5,000	1	3			1								
THEFT FROM SHOP													
THEFT, OTHER	1	2	1		2	1							
DRUG RELATED			1			2							
OTHER CRIMES		1	1	2	1	1							
A.S.B (Youths)													
TOTALS	4	12	6	3	6	8							

Nash Mills Crime Figures 2020

DWELLING BURGLARY	
BURGLARY OTHER	
THEFT FROM MOTOR VEHICLE	X 3 – The Embankment X 1 - Bunkers lane (catalytic convertor)
THEFT OF MOTOR VEHICLE	
DAMAGE OR DESTROY	
THEFT FROM SHOP	
THEFT OTHER	Theft of pedal cycle – The Embankment
DRUG RELATED	Bunkers park & Barnacres
OTHER CRIMES	Attempted theft of motor vehicle – The Mallards



Clerk Report July 2020

Training

DBC planning training attended by 6 Councillors.

Health and Safety e-training undertaken by Clerk, Warden, Chairman and Chairman Personnel.

GDPR essentials e-training undertaken by Clerk.

Clerk registered for Equality and Diversity e-training.

HAPTC Clerk Forum

I am still attending weekly for Covid-19 updates and guidance.

Rialtas

Software installed and I am attending set up training (remotely) 9th July 2020. Due to this the relevant finance document sign offs as required by our financial regulations will be deferred to the August meeting. Quikbooks has now been cancelled.

Bank Signatories and Online Banking/Investments

Chairman and Clerk are finalising online banking with NatWest. We cannot add an additional signatory until this is completed. Once signatories are correct the additional savings account can be opened.

Willow Trees

As requested at the last meeting I have checked back through email and financial records to 2016. I cannot locate any invoice having been paid by NMPC for the trees.

Christmas Lights

After lengthy discussions with both HCC and DBC, I attended a site visit with Cllr Cobb and Tony Moore from DBC (3/7/2020). Various options discussed. Cllr Cobb to report.

7/7/2020 Electrician used by DBC visited site to arrange quotation for power installation.

Bins at Riverside Flats

Warden has notified continual problems with fly-tipping on private land. Clerk to write to management company to request assistance as it is not covered by DBC or parish as it is private land.

Playground Re-opening

Council Playpark reopening Risk Assessment circulated and on agenda for sign off. Appropriate signage sourced. Clerk has sought advice from local authority and DBC have been unable to confirm their intended actions regarding the opening of playgrounds (as at 7/7/2020) but the warden has confirmed (7/7/2020) that they have been reopened with appropriate signage.

Gate at Playpark

Frank Cooper and Sons are due to visit the site when their schedule allows. Clerk monitoring.

Play Inspections

Rospa visit undertaken, no high-risk matters. Awaiting Sovereign visit this month then a full report will be circulated to council.

Agenda requests

Grit bins

Power to spend to be determined as it may be s.137 expenditure.

Action point for Clerk from previous meeting, current locations attached as per asset register. (appendix 1)
Clerk would like council to consider and if approved authorise Clerk to obtain permissions for installation from relevant authority and purchase for location opposite Bunkers Park

Abbots Hill School/Play Park

Report attached (appendix 2), *Clerk requesting council consideration and advise next actions for Clerk.*

Nikki Bugden

7th July 2020

Appendix 1 -Current Grit Bin Locations

1		
2	1. Grit Bins	
3	NMPC own 4 in total. Various bins are situated in and around Nash Mills listed below	
4	The bins owned by NMPC are in bold below, the rest in the area are HCC but included	
5	on the asset register for information purposes only as our central record.	
5	Bunkers Lane	Opposite Chambersbury Lane
7 3	Kingfisher Drive	By Green
9 0	Teal Way	Junction Heron Close
1	Barnacres Road	Behind Flats (retirement flats)
2	Barnacres Road	Opposite The Denes/former church site
3	Georgewood Road	By seat overlooking The Denes
4	Highbarns	Corner of Chambersbury Lane
5 6	Highbarns	Corner of Pond Road
7 8	Highbarns	Corner of Meadow Road
9 0	Chambersbury Lane	Top of Georgewood Road
1 2	Chambersbury Lane	Junction Market Oak Road
3	Mill Close	Top of Hill
4	Notes	
5	Osprey Close-private bins not NMPC	
6	Nash Mills Wharf Estate – Private bins, maintained by Chamonix	

Appendix 2



Report to Nash Mills Parish Council

Play Park Bunkers Lane (Trees)

Introduction

Nash Mills Parish Council hold a lease over the land for the Bunkers Lane Play Park.

The land is owned by Abbots Hill School. The lease was for 7 years and expires at the end April 2022.

NMPC originally held a licence over the land (since June 2008, revised May 2010) and this was superseded by the lease (May 2015). The licence originally placed the responsibility for bushes, fences and walls within the playpark with NMPC and the maintenance of trees (*see appendix 1 section 3*) however this responsibility was not delegated when the lease was created (lease available on request).

The Clerk held a meeting with the Facilities Manager (Andrew Rennard) on Wednesday 11th March to discuss the responsibilities that fall to the parish council and those which are the responsibility of Abbots Hills School, in particular the trees within and bordering the park following the clerks recent appraisal of risk assessments held by NMPC. There was an email exchange where the Clerk was advised that NMPC had responsibility for the trees and associated risk assessments.

There is no evidence of any tree inspection or risk assessment for the area within or surrounding the park. Abbots Hill have a rolling inspection programme and the play park was not included in the last inspection (2 years ago).

There is however correspondence on file from 9th June 2010 between the previous Clerk and school where the school have requested recompense for tree works within the park and the council declined to contribute.

Matters for consideration by Council.

- Abbots Hill have suggested that the trees should be the responsibility of NMPC if we are continuing the lease *'in the understanding and spirit'* that the original licence was taken.
- NMPC needs to mitigate any risk to itself and the park users by ensuring that the relevant inspections and assessment are being undertaken.
- The quotes received are detailed below

Quote 1 £1285 + Vat (Tree Survey & Digital Mapping)

Quote 2 £900 + Vat (Tree Survey, Tree Management Report & Tree Map)

Quote 3 £450 + Vat (basic tree risk assessment and report)

Quote 4 £780 + vat (Tree Risk Assessment inspection)

- NMPC have previously declined to contribute.

Recommendation

The Clerk is deferring this to council for suggestions in addition to those listed below.

NMPC need to decide the next course of action re the tree risk assessments.

- We could pass full responsibility to the school, (particularly in light of the correspondence already held on file).
- It could be that we undertake the minimum required to fulfil our insurance requirements.
- We could (as a gesture of goodwill) offer a contribution to the reports cost but request that the school instructs an inspection, whilst highlighting that they hold the liability should any damage or injury occur.
- Any other suggestions from Council.

Whatever course of action NMPC takes would then inform any conditions that we need to be aware of or request when negotiating the next lease.

Nikki Bugden

Clerk to the Council

26/3/2020

Licence (appendix 1 section 3)

- 2.6 to make such arrangements as may be necessary for the felling and removal from the field of any trees situate within the field which are dead at the commencement of the term hereby granted or which in the duration of the term subsequently die and to bear any such expenses as may be incurred in the course of such felling and removal as aforesaid and maintain all trees in good order

Full lease available to Councillors on request.

Nash Mills Parish Council - Borough Councillor Report - July 2020

It has been very much 'business as usual' with Dacorum, although all meetings are still online. Here is a short update on areas I have been involved in this month.

Play Parks

The play parks operated by DBC re-opened on Saturday 4th July and people are already starting to visit them.

Health in Dacorum

It is well known that I have been campaigning for hospital services for 19 years. I am a member of the New Hospital Campaign group and at Dacorum meetings I always hold the West Herts Hospital Trust and Herts Valleys Clinical Commissioning Group to account. The latest news here is that the hospital trust has now been invited by NHS England to apply for £590m; this is a similar amount that other Trusts have been offered to build a new hospital. The trust is clearly of the opinion that this extra money should be used to build more new buildings at Watford, however, Mike Penning is as always campaigning with our group and together we are still pushing for a new build on a greenfield site. I have signed up to join the West Herts Stakeholder Reference Group, and will continue to use every opportunity to challenge the Trust, as they have been instructed to revisit an option for a clear site for a new hospital.

Local Matters

Nash Mills Wharf – Weir

Whilst the weir and 'mill stream' in Nash Mills Wharf is in private ownership, the weir collapse at the beginning of the year had a huge impact on the ecology in the area and the water levels in the mill stream and the canal. In June the developer tried to block the sluice gate with huge sandbags and within hours several of these slipped into the culvert under the road, causing several tonnes of sharp sand to wash into the canal. I made contact with the Canal and River Trust (CRT) and they have now taken an active role in ensuring the works are done properly to resolve this issue, and they regularly send me updates to pass on to the residents via social media. The new sluice gate is ordered and should be installed in the next few weeks. This had a knock-on effect and the canal levels dropped drastically between Locks 67 and 68, so I contacted the CRT who have again had to barricade the entrance to the mill stream until the sluice gate is replaced in order to hold the water back.

Willow Trees in The Willows

The willow trees that were pollarded in The Willows (rear of Kingfisher Drive and Swan Mead, alongside the canal) are starting to look really beautiful again and they are growing very quickly. Of the juvenile willows that were planted in spring 2019 three have died. A fourth was looking dear but has now thankfully started growing. I have requested replacements for the dead trees and hope they will be replaced in the winter this year.

Nash House

I have had several discussions with the planning officer regarding the two planning applications for Nash House, and he is in no doubt about my feelings regarding further

development on this site. I have asked that *if* he is minded to approve the applications, they will go to Development Management Committee in order to be determined by councillors; although of course, I am hopeful that he will refuse the applications anyway.

Milbor Engineering

There is an application to discharge some conditions of this application, but the plans seem to have changed slightly so I am currently looking into this.

143 Belswains Lane

This is just outside the parish, but is in the Nash Mills ward. and will have an impact on the local area so I am including in this report for information. I have met with residents via Zoom to discuss the latest planning application for this site. The application is for eight 2-bed houses, in two terraces of four, to face towards Pinecroft, but with parking at the rear in the driveway off Belswains Lane. Following the meeting I emailed a list of 16 comments/questions/suggestions to the planning officer who passed those on to the developer. They have agreed to almost everything we asked for and are trying really hard to ensure a minimal impact on the local area. We still have a way to go but this is a great example of the developer working with, rather than against, the community. One major factor is that there will be no access, by vehicle or foot, onto Pinecroft. This will ensure that parking issues in Pinecroft and The Denes is not negatively impacted.

Nash Mills Methodist Church – Planning Appeal

I spoke at the extraordinary meeting as the borough councillor, to explain the process of an appeal. I have received many telephone calls, emails and social media messages regarding this site, My response is that the owners have made the site look very much tidier, for which I am grateful, and that there is no new application, but that the owners have appealed against the refusal of the application last December. As the borough councillor I am compiling a response to the appeal document, as is the parish council, and then we will wait for HM Planning Inspector to make a decision, which will be respected whatever the outcome. My speech to the parish council is appended to the minutes of the Extraordinary Meeting dated 29th June 2020.

Unlawful Building

I have been in discussions with Dacorum's Enforcement team with regard to reports of unlawful building in Nash Mills, and would remind everyone that any building works people undertake without the correct permissions are likely to be enforced and could end up in a very costly resolution.

Bedmond Road – Crematorium

The new cemetery off Bedmond Road is now complete and there is a planning application for a crematorium within the site. This will be heard at DBC's Development Management Committee in the coming weeks, but I am largely in support of the plans. I have been working with local residents in Woodfield Drive and Woodfield Gardens to mitigate the impact on their road and will be discussing these measures at the parish meeting.

Jan Maddern
07711 066696

Nash Mills Parish Council
 FINANCIAL SCHEDULE
 Jul-20

Payee	Method	Description	Charged to	Amount	Vat	Amount	Minutes ref	Inv No
NET STAFF SALARIES/HMRC	SO							
Vodafone	DD	Clerk's Mobile June	Mobile	£ 23.16	£ 3.44	£ 26.60		
NMVHA	SO	Hall Hire Jul	Hire Costs			0		
INTUIT	DD	Quickbooks	Sundries	£ 30.00	£ 6.00	£ 36.00		2.10011E+12
DBC	DD	Garage Rental	Warden	£ 52.60	£ 10.52	£ 63.12		
Paybureau	SO	Monthly wages Fee	Payroll Charges	£ 18.00	£ 3.60	£ 21.60		nm0720
Clerk Pension	Online							
clerk expenses	Online	zoom	Office	£ 14.39		£ 14.39		
clerk expenses	Online	gloves (ppe)	Warden	£ 12.91	£ 2.58	£ 15.49		1.2637E+18
Rospa	Online	inspection	Play Insp	£ 82.50	£ 16.50	£ 99.00	19/128/FPC	49231
JRB	Online	DOG BAGS	Dog Bags	£ 65.89	£ 13.18	£ 79.07		21361
HAPTC	Online	Training	Training	£ 84.00		£ 84.00		2021/117 2021/122 2021/123 2021/126
				£ 2,524.22	£ 55.82	£ 2,580.04		

Nash Mills Parish Council

Re-opening of Play Equipment Risk Assessment

Introduction

The Government recently announced that Play Parks could be re-opened on 4 July 2020 and subsequently produced guidance offering “practical advice on how these can be reopened and managed effectively to enable their use while minimising the transmission risk of COVID-19”. The guidance is available at:<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms> .

The guidance includes a requirement to “carry out an appropriate COVID-19 risk assessment”. It is made very clear that “failure to complete a risk assessment which takes account of COVID-19, or completing a risk assessment but failing to put in place sufficient measures to manage the risk of COVID-19, could constitute a breach of health and safety law”.

The Association of Play Industries are disputing the onerous measures placed on councils and their statement can be found here <https://www.api-play.org/wp-content/uploads/sites/4/2020/07/APIStatementFinal.pdf>

Advice has been taken from Came & Co, the Parish insurer, their response is “Whilst we are unable to advise whether specific measures are acceptable to comply with Government guidelines, we can advise what the insurance requirements are. Therefore I can confirm, the policy we arrange requires reasonable steps to be taken to prevent or protect against injury, illness, loss or damage arising. Provided such steps are in place and subject to all other policy terms and conditions being met, the policy will respond should a claim arise and the Council is found legally liable and the following risk assessment ensures that we have considered the risks in line with the Govt advice and taken all actions that are practicable for our parish to administer”.

The school holidays are due to commence shortly and the provision of outside play areas has a benefit to the mental and physical wellbeing of the users. On that basis, this Risk Assessment takes each of the Key Principles as set out in the Govt. guidance and assesses whether or not practical arrangements can be put in place in the context of the play park in Nash Mills.

Conclusions

NMPC will seek to re-open the playpark once all signage and risk assessments are signed off as we have taken all reasonable steps to take practicable action in line with both Govt. and Industry advice.

Risk Assessments undertaken by the Clerk and conclusions agreed by all councillors.

July 2020

Details to complete the Risk Assessment

STEP 1: Rate hazard - assign a letter from A to C to denote the SEVERITY of harm or consequence of the hazard

A death major injury major damage or major loss to property/equipment/corporate reputation	B serious over-3-day injury damage to property/equipment	C minor injury minor damage to property/equipment
--	---	--

STEP 2: Rate risk/Likelihood - assign a number from 1 to 3 to denote the LIKELIHOOD of the event causing the risk to be realised

1 extremely likely to occur	2 frequent/often/likely to occur	3 slight chance of occurring
---------------------------------------	--	--

STEP 3: Use the combination in the risk rating chart to link to the action criteria

Likelihood	Severity		
	Major = A	Serious = B	Slight = C
Extremely likely to occur = 1	A1	B1	C1
Likely to occur = 2	A2	B2	C2
Unlikely to occur = 3	A3	B3	C3

Action criteria:

VERY HIGH	Very high priority – Unacceptable risk: must receive attention - stop work activity or remove/reduce risk immediately
------------------	---

HIGH PRIORITY	High priority - Urgent: must receive attention as soon as possible to remove/reduce hazard or risk
MEDIUM / HIGH	Medium/high priority: Must receive attention to remove/reduce hazard or risk
MEDIUM	Medium priority: Should receive attention to remove/reduce hazard or risk
LOW	Low priority - remove/reduce hazard or risk after other priorities
VERY LOW	Very low priority - remove/reduce hazard or risk after other priorities

Key Principle	Government Guidance	Rate Hazard	Rate Risk /Likelihood	Action Criteria	Assessment	Conclusion
General Maintenance Issues following Lockdown	Ensure equipment is safe to use and that risks from damaged or defective equipment are addressed before opening.	A	2		Annual inspection to be undertaken (June 2020)	Risk mitigated inspection was completed June 2020 no high risk areas identified.
Social Distancing	Put in place measures to support social distancing – 2m or 1m plus risk mitigations. Examples given include: <ul style="list-style-type: none"> Limit number of users at any one time Booking system Advisory signage Create waiting areas with barriers 	A	3		NMPC are unable to limit numbers or provide bookings. Signage highlighting safe use of facility in line with social distancing as per image below (Appended).	NMPC to arrange appropriate signage
Cleaning and Hygiene	Clean high traffic touch points frequently. This includes: <ul style="list-style-type: none"> All Play Equipment Seating Areas Refuse Bins 	A	3		NMPC are unable to provide regular cleaning therefore signage highlighting safe use of facility in line with Govt. guidance as per image below. It is not practicable for NMPC to clean regularly	It would be difficult to ascertain that any cases arose specifically from use of the play area. The onus of

	<p>In addition, use signage to encourage:</p> <ul style="list-style-type: none"> • Users to clean equipment before and after use • Use of hand sanitiser and frequent hand washing <p>Where practicable, provide hand sanitiser or hand washing facilities at entry and exit points.</p>					responsibility is with the parents/carers to ensure that Govt. guidelines are adhered to and NMPC have no powers of enforcement, however, to protect our users we will provide signage as reminders of the guidance.
Face Coverings	<p>If possible, a face covering should be worn in enclosed public spaces where social distancing isn't possible and where the public may come into contact with people they do not normally meet. (Face coverings should not be used by children under the age of 3 or those who may find it difficult to manage them correctly).</p>	A	3		The play park is outside	Personal responsibility.
Additional Measures and Communicating with Parents	<p>Promote responsible behaviour by children, parents, carers and guardians. For example, owners and operators should consider putting up signs to make clear to users, parents, guardians and carers that:</p>	C	2		The play park requires new signage highlighting the guidance. NMPC should communicate using social media to extend target reach.	Signage Facebook campaign

	<ul style="list-style-type: none"> consumption of food or drink on play equipment or in the playground area is banned parents, guardians or carers should dispose of all litter including any used protective wear such as face coverings or gloves properly in litter bins, taking it home where a bin is not provided. 					
Considering Children with Additional Needs	Take into account the requirements of children with additional needs.	A	1		NMPC unable to provide specific assistance therefore responsibility will be with the parent/guardian to explain the guidance as per the signage	NMPC will offer communications via signage and social media and will address any individual requests/cases should they arise.
Keeping Staff Safe	<p>Consider the risks staff may be exposed to and how these can be mitigated. Staff roles may include:</p> <ul style="list-style-type: none"> cleaning playground equipment/surrounding areas managing queues of those waiting to use equipment stewarding equipment to ensure users comply with 	A	3		Warden Covid-19 risk assessment needs updating to reflect the re-opening of the playpark.	Full PPE and additional sanitiser provided to the warden, along with warden Covid Risk Assessment being updated to reflect park reopening.

	rules made by the owner/operator					
Insurance		A	2		Advice to be taken regarding insurance requirements to mitigate risk of council liability	Email received 30/6/2020 Advice followed and annotated above for communication to council.
Avoidance of large social gatherings	<ul style="list-style-type: none"> • Use of hand sanitiser and frequent hand washing • Social distancing measures • 'social bubbles' no more than 6 persons from separate households. 	A	1		NMPC have no means of policing this and no powers of enforcement. The area is deemed high risk due to its concealed location	Any reports to be routed to the police. NMPC to reconsider closing of area or limited opening times if this matter becomes a nuisance due to anti-social behaviour
Local Lockdown	To be advised by Govt	A	1		Clerk/Warden to follow Govt advice should local lockdown occur without the need for referral to full council.	Immediate closure of playpark Communication via signage and Facebook.



NASH MILLS

PARISH COUNCIL

Please follow the current Government guidance to keep safe



- This is shared equipment and is not sanitised.
- Be aware of the need for social distancing following current Government guidance and give other playground users space.



- Do NOT use the play area if you or a member of your family have coronavirus symptoms or are self-isolating.
- Remember to use hand sanitiser regularly and consider wiping high touch areas before use.
- Remind children not to put their mouths on equipment or put their hands near their face.



- At busy times only 1 adult should accompany each child.
- If this play area is busy please come back later



- If appropriate please consider following Government guidance relating to face coverings (not advised for children under 3).
- Please be aware of the potential risk with the use of face coverings and some equipment.



- Please dispose of your litter properly or take it home with you.
- No food or drink to be consumed in the playpark.

Be Patient

Be Kind

Have Fun

Report to Nash Mills Parish Council

All reports to be circulated in advance of NMPC Meeting.

Working Group Name	The Denes
Meeting Held (Date)	1 st July 2020
Present at Meeting	Michele Berkeley, Steve Roberts, Nicola Cobb, Alan Briggs
Agenda Items for Resolution/Decisions Needed <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>	Proposal to contact HCC and Dacorum, in parallel, to discuss permission required to create small social space on the grass area at the Denes and the impact on grass cutting / maintenance. Also permission to remove Dacorum board when a new Parish one is purchased and permission to add a solar powered defibrillator.
Spending Level Requiring Authorisation	n/a
Quotes Circulated (if required)	n/a
Relevant Powers to Spend (if spending approval needed) <i>Please liaise with Clerk if guidance required.</i>	n/a
Policies Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	n/a
Risk Assessment Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	n/a
Notes / Other Items Supporting Above	See below

ACTIONS

None

Summary of Meeting

Based on our site visit to the Denes, the grass area in the centre section (between the footpaths) is approximately 15m wide and approximately 8m deep at one end and 6m at the other. There is a working phone box at one end and a lamppost at the other. We'd like to consider whether the Parish Council could use some reserve money to fund a small (possibly paved) social area on the middle section of the grass, including a few benches, planters, shrubs, new litter/recycling bins and a larger parish notice board with space for community use. Although we've discussed a few initial ideas, we need to understand what permission is required from HCC (as owners) and from Dacorum in relation to grass cutting. Once we know this, we can move on to gathering relevant quotes and presenting ideas / options to council.

Area in question

The area that we'd like to consider updating (and potentially adopt for maintenance within the parish) is a section in the middle of the grass in front of the Denes, shown below by the blue outline. The zoomed in version also shows access pathways from each side.

The area slopes downwards toward the car park so that would need to be taken into account for safety and water run-off.



-  Street light
-  Phone box
-  Potential location for solar powered defibrillator

Both quotes for rental of icicle lights

Company	Price per year	Install / remove			Power install Year 1 only	Wall fixings Year 1 only	Pre season check Year 2	Pre season check Year 3	Total cost over 3 years	Year 1 Cost	Year 2 Cost	Year 3 Cost	Additional info
		Year 1	Year 2	Year 3									
Company A	£1,114.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£3,342.00	£1,114.00	£1,114.00	£1,114.00	Price per year based on 3 year agreement, cost includes install / removal, pre-season checks	
Company B	£493.68	£385.00	£385.00	£385.00	£0.00	£395.00	£250.00	£3,531.04	£1,273.68	£1,128.68	£1,128.68	Price per year based on 3 year agreement	

Notes:

Both quotes for 60m, could be less expensive if we need less length
All exclusive of VAT

Company B are a small company based in Chesham
Company B can arrange for an engineer to help with official 'switch on'

A are a larger company, not local but have reps around the country
A would not be able to do a switch on

Company B lights are 0.6m drop
Company A lights are 0.7m drop

Difference £189.04



AGENDA REQUEST FORM
(FOR ITEMS OUTSIDE OF WORKING GROUP MATTERS)

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED IN ADVANCE OF THE MEETING IN LINE WITH THE TIMESCALES SCHEDULE THAT HAS BEEN CIRCULATED

Please note the clerk will endeavour to include your request, however the clerk will decide its suitability in line with statutory guidelines and other agenda items may take precedence.

NAME:	<u>Nicola Cobb</u>	DATE:	<u>1 July 2020</u>
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AGENDA ITEMS - INSERT WORDING TO APPEAR ON THE AGENDA. REMEMBER TO MAKE IT CLEAR WHAT YOU ARE ASKING COUNCILLORS TO DECIDE. PLEASE ALSO NOTE IF YOU ARE LOOKING FOR A SPECIFIC RESOLUTION.

“To consider...” “To note...” “To review...” “To agree....”

- To consider when to restart delivery of the magazine
- To consider inviting small businesses within Nash Mills (who could serve Nash Mills residents) to promote their business by way of a short introduction article. If agreed, to resolve criteria and draft a note to local businesses to gauge interest.
- To consider current advertising space and the potential to offer businesses who live in Nash Mills free advertising
- To consider any other content that may be relevant in this edition.

BACKGROUND INFORMATION - INSERT AS MUCH INFORMATION AS POSSIBLE SO THAT COUNCILLORS HAVE THE DETAIL THAT THEY NEED IN ORDER TO MAKE AN INFORMED DECISION.

- The Spring edition of the our Parish magazine was postponed due to lockdown. I'd like us to discuss when we think we should start to deliver again and any practicalities around the decision.
- As a gesture to support local business who serve the parish, could we ask whether they would be interested in a short introduction article (length to be determined depending on update and potentially first come first served with the potential for other articles in future editions). Example criteria could be they must live in the parish or have a business address in the parish (confirm who already pays parish precept) and the business could serve Nash Mills residents.
- Should we also offer free advertising to businesses in the parish for a set time (e.g. one year) while there is money available and to support businesses post Covid.
- In addition, does anyone have an immediate ideas for articles / content for the first magazine?

BACKGROUND DOCUMENTS LIST NAMES OF ANY DOCUMENTS OR SUPPORTING INFORMATION TO BE ATTACHED. ALL DOCUMENTS MUST BE SUBMITTED WITH THE REQUEST.

none

COSTS - INSERT DETAIL OF COSTS ASSOCIATED WITH THE DECISION THAT YOU ARE ASKING THE COUNCIL TO MAKE (IF KNOWN).

n/a



**AGENDA REQUEST FORM
(FOR ITEMS OUTSIDE OF WORKING GROUP MATTERS)**

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED A MINIMUM OF FIVE WORKING DAYS BEFORE THE DATE OF THE MEETING.

Please note the clerk will endeavour to include your request, however the clerk will decide its suitability in line with statutory guidelines and other agenda items may take precedence.

NAME:	<u>Alan Briggs</u>	DATE:	<u>07/06/2020</u>
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AGENDA ITEMS - INSERT WORDING TO APPEAR ON THE AGENDA. REMEMBER TO MAKE IT CLEAR WHAT YOU ARE ASKING COUNCILLORS TO DECIDE. PLEASE ALSO NOTE IF YOU ARE LOOKING FOR A SPECIFIC RESOLUTION.

“To consider...” “To note...” “To review...” “To agree...”

To consider and to agree whether to apply to adopt the Google listing for “Nash mills parish council playground” and to seek to merge the listing with that for “Nash Mills Playing Field”.
If Council agrees to adopt the listing, then to further agree that the Social Media Working Group should be tasked with managing the content of the listing.
If Council does not agree to adopt the listing, then Council to consider and agree whether to apply to have “parish council” removed from the listing title.

BACKGROUND INFORMATION - INSERT AS MUCH INFORMATION AS POSSIBLE SO THAT COUNCILLORS HAVE THE DETAIL THAT THEY NEED IN ORDER TO MAKE AN INFORMED DECISION.

The entry “Nash mills parish council playground” in the title implicates the Council’s involvement but is unclaimed in terms of a Google “business”.

BACKGROUND DOCUMENTS LIST NAMES OF ANY DOCUMENTS OR SUPPORTING INFORMATION TO BE ATTACHED. ALL DOCUMENTS MUST BE SUBMITTED WITH THE REQUEST.

“Nash mills parish council playground”.
<https://www.google.com/maps/place/Nash+mills+parish+council+playground/@51.7310504,-0.4522732,16z/data=!4m3!1m7!3m6!1s0x48764107e844aa45:0x60595c5098997fce!2sNash+Mills,+Hemel+Hempstead!3b1!8m2!3d51.7235319!4d-0.4477985!3m4!1s0x4876410b600d799b:0xf798483f6a4c58ef!8m2!3d51.7299405!4d-0.4497434>
There is an additional entry: “Nash Mills Playing Field”
<https://www.google.com/maps/place/Nash+Mills+Playing+Field/@51.7310504,-0.4522732,16z/data=!4m3!1m7!3m6!1s0x48764107e844aa45:0x60595c5098997fce!2sNash+Mills,+Hemel+Hempstead!3b1!8m2!3d51.7235319!4d-0.4477985!3m4!1s0x48764179f4acbaa1:0x2437f079bbf48aa8!8m2!3d51.7305884!4d-0.4495342>

COSTS - INSERT DETAIL OF COSTS ASSOCIATED WITH THE DECISION THAT YOU ARE ASKING THE COUNCIL TO MAKE (IF KNOWN).

None

SUPPORTING INFORMATION

Place listings on Google Maps.

Google Maps features an extensive collection of addresses and businesses around the world. Anyone can suggest that a missing location be added. If / when you do so, it may take some time for the location to be added, since it may need to be reviewed before being added to the live Google Maps. I recently went through this process and got the Gilman Dorr Blake Memorial added as a “Memorial Park”.

In the past, someone has been through the process for the play park, hence the listings.

Since I wrote the agenda request, the “Nash Mills Playing Field” seems to have been removed, so whilst we need to keep checking this in the coming months (Google data changes all the time), it may no longer be necessary to take any action.

If a place already exists, it is possible to claim it as your business.

The care home is an example of a location with an associated business:

<https://www.google.com/maps/place/Water+Mill+House+Care+Home/@51.7299506,-0.4520801,17z/data=!4m13!1m7!3m6!1s0x48764107e844aa45:0x60595c5098997fce!2sNash+Mills,+Hemel+Hempstead!3b1!8m2!3d51.7235319!4d-0.4477985!3m4!1s0x4876410b34917283:0xdae977e30c14dc91!8m2!3d51.7284054!4d-0.4502812>

Although NMPC is not a “business”, the same principal applies.

The play park listing presents a “Claim this business” link which can be used to initiate the process.

https://www.google.com/intl/en_uk/business/resources/getting-set-up/claim-verify-google-my-business-listing/

Since the NMPC name is mentioned in the listing, it implies parish ownership, though the council currently has no control of it.

Full Council Action List

June 2020 (post Meeting)

Actions from Most Recent Meeting (To Be Discussed)	Comment
Update RA to take into account latest Coronavirus recommendations	LB-Clerk to advise HAPTC and Sage templates and information and advise re staff individual RA requirements.
Christmas Lights – quote to be obtained and brought back to council now options resolved	Cllr Cobb
Awaiting Further Updates (ONGOING to Be Discussed)	
Letter to DBC/Highways regarding parking enforcement/parking on verges	Cllr Briggs drafting
Letter to Chamonix re parking	ML to draft/Clerk to send
Photo Authorisation form required (to accompany RA)	LB
Projector screen	JM
Borough Councillor Actions	
Gade Tower, doors on bin store (Osbornes)	JM (Borough) to contact (Mar)
Fly Tipping (Red Lion Lane car park) Lindens/Cress	JM (Borough) to contact (Mar)
CCTV Upgrade costings @ The Denes	JM (Borough) ongoing with DBC
The Denes Signage (CCTV /Fly Tipping etc)	JM (Borough) ongoing
Verge permissions at The Denes (DBC ??)	JM (Borough) to contact (Mar)
JM to contact Steve Barnes re: ticket meter. (ongoing)	JM (Borough) ongoing
Enforcement issues relating to the Former Methodist Church site (tidiness. Security)	JM (Borough) reported, ongoing with DBC Enforcement. (Feb)
County Councillor Actions	
Updated questions to C/Cllr Howard re verges/pricing (price per m/area)	Clerk emailed Nov 2019, awaiting response HCC Response received, awaiting C/Cllr response
Refer to C/Cllr Howard re yellow lines @ Red Lion Lane (by traffic island only)	Clerk emailed Nov 2019, awaiting response
Traffic calming Bunkers Lane –NMPC taking forward with C/Cllr for SID	Clerk emailed October 2019, awaiting response HCC Response received, awaiting C/Cllr response
Clerk Actions (Most Recent Meeting Information Only) in addition to standard post meeting duties	
Investigate Investment options	Clerk to open account
Investigate warden phone	Clerk
Informal meeting with K/L Clerk and report back	Clerk
Grit Bins Clerk to circulate current locations	
Update working group membership master list and circulate	Clerk April Agenda
Await playground inspections/quote (sovereign& RoSPA)	
Update NMPC on meeting at Abbots Hill (circulate report)	
Complete Christmas lights licence	
Chase DBC permissions re Christmas lights	
Gate (Bunkers Park)	
Add DMC schedule to next agenda	July Agenda
Check who paid for Willow trees	
Obtain signatures on AGAR	
Add public rights doc to noticeboard and website	

Add audit paperwork to website	
Purchase Rialtas/arrange installation and input of 2020/21 budget figures	
Complete pension monthly return	
Arrange for monthly payments to be made	
Add August meeting to schedule and circulate (update website)	
Add draft minutes to website	
May Month end o/s	
Liaise with Warden regarding Bin Store doors at Gade Tower	
Check training courses currently available from HAPTC	
Update all polices approved at the meeting and change on website	
Update working group master list	
Update Internal control supporting docs with 2020 audit report etc	
Notify planning x3	
Investigate audit comments and historic ones	
Add addendum to clerk contract with payroll dates	
Long Term Actions No Immediate Resolution (Reminders)	
Costed plan from Sunnyside to be obtained once permissions re land recd.	SR, on hold
LB contacted Luke Johnson, re: tree survey in Highbarns.	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)
Garage Clear out/archiving	CLERK/JM/LB (Spring 2020)-April 2020