



## Full Parish Council Meeting Minutes

held on

13<sup>th</sup> July 2020

Via Zoom Meeting ref 95890594688

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 Steve Roberts  
Councillor Jan Maddern (Vice-Chairman)  
Councillor Emily Tout

### In Attendance

5 Members of the public (although this fluctuated during the meeting due to connectivity and disruption)  
Nikki Bugden (Clerk)

### Meeting Commenced at 8.02pm

*Prior to the formal commencement of the meeting the Chairman spoke to the Cllrs and attendees regarding the virtual meeting process and etiquette.*

Business commenced at 8.03pm

### 20/091/FPC Apologies

Cllr Mandy Lester. The apologies were noted.

### 20/092/FPC Interests

Cllr Briggs declared in interest in agenda point 0/01520/DRC Milbor Engineering

### 20/093/FPC Minutes

- NMPC Meeting Monday 9<sup>th</sup> June 2020 (*appendix 1*)
- NMPC Extraordinary Meeting 29<sup>th</sup> June 2020 (*appendix 2*) (*to note modification of a point by Cllr Roberts*)

Cllr Roberts brought to the Clerk's attention an error in his verbal statement regarding the size of the community space [The proposed community space is 3 times the size of Nash Mills Village Hall](#)

Cllr Roberts wishes it to be noted that this should have been stated as 2 times. Clerk to add correction to minutes in accordance with statute.

**Resolved**, proposed Cllr Bayley seconded Cllr Maddern that the minutes accurately reflected business transacted, when including the amendment to the error detailed by Cllr Roberts and they will be duly signed at an appropriate opportunity. Unanimous decision

#### **20/094/FPC Reports to Council**

- Crime Report - PCSO Ian Martin (circulated) (*appendix 3*)  
Chairman presented the report in PCSO Martin's absence. It was requested that the Clerk approached PCSO Martin to ask whether there is an opportunity to share information (that is not precluded due to ongoing case investigations ) that may be of benefit to residents in the area to increase awareness around the modus operandi of criminal acts.
- Parish Warden's Report –David Drew (verbal update) no update.
- Clerk's Report- circulated. (*appendix 4*)  
Matters requiring Council discussion and decision.
  - Grit bin, discussion and consider approval from council to obtain permissions for installation from relevant authority and purchase for location opposite the slip road to 13-23 Bunkers Lane (circulated).

**Resolved**, proposed Cllr Maddern seconded Cllr Bayley that the Clerk be authorised to approach Herts County Council to request assistance with the purchase and permissions for a grit bin to be located on Bunkers Lane (slip road opposite 13-23 Bunkers Lane).

- Abbots Hill School/Tree reports, Council to discuss and then advise next actions for Clerk

**Resolved**, proposed Cllr Bayley, seconded Cllr Berkeley. Unanimous decision, that the Clerk instructs the tree inspection for Bunkers Play Park with a letter to be sent to Abbot's Hill School explaining that the course of action relates to covering our insurance requirements only and that as NMPC are tenants that there is no responsibility or liability to NMPC in relation to the trees within or surrounding the park under the terms of the current lease. Clerk to ensure that the inspection supplies sufficient information regarding the possibility of any future tree works.

20.21pm due to ongoing issues with security and disruptive behaviour by some attendees at the meeting the Clerk asked council if they could take steps to close the 'waiting room' and prevent any additional entries to the meeting.

Council agreed unanimously that only those present in the meeting at this time would be permitted to stay in the meeting, providing behaviour is in line with expected protocol.

The Clerk verbally requested that one member of the public refrained from unmuting and speaking outside of public participation.

- Borough Cllr Report –B/Cllr Jan Maddern (*appendix 5*) circulated, clarity given regarding works at the Weir. No further comments arising.
- C/Cllr Report – C/Cllr Tina Howard. - no report.

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

##### **20/095/FPC Public Issues/Participation –**

The chairman requested that resident 'A' who had pre-registered to speak made themselves known. Two separate participants raised their hand (20.31pm) The Chairman requested clarity and repeated the residents name. This member of the public confirmed that whilst the screen was showing one name that he was in fact the resident registered.

This person then made his 3-minute statement. The statement related to matters previously discussed at the extraordinary meeting in relation to the Mosque appeal.

The Chairman requested that resident 'B' makes himself known- there was no one present who made themselves known at this point.

The Clerk checked the parish mobile telephone and emails, but no messages had been received.

The Chairman requested that resident 'C' make himself known. The resident made a statement in relation to the proposed crematorium, supporting documents had been circulated to all Councillors. 20.43 Clerk checked emails and an email had been received from the resident who had been registered as resident 'A' saying that he had been unable to access the meeting. The Clerk explained to council that if she was able to accurately identify the resident that she would like to give them opportunity to speak, even though council had closed the waiting room. The Chairman approved this request whilst clarifying that someone in that case had mistakenly answered as being resident 'A' during public participation.

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## **PLANNING & CONSULTATIONS**

### **20/096/FPC Planning**

- To consider the Parish Council's response to the following planning applications or requests for consultation.  
*received since last meeting up to 6<sup>th</sup> July 2020.*

#### **20/01355/MFA Land South of Bedmond Road Hemel Hempstead Hertfordshire**

Full Planning Application for the construction of a single storey, single chapel crematorium with associated parking, landscaping, and infrastructure

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

B/Cllr Maddern provided an update on the crematorium, in particular to the concerns raised by the residents as presented during public participation.

Dacorum Borough Council are supporting

- A new ditch to prevent an incursion to the field on the opposite side of the access road.
- The height restriction will be improved upon.
- The CCTV reach is restricted to the site.
- Agreed planting of 20 or more trees to provide screening (on the right of the access road as you enter from Bedmond Road).
- 2m firebreak to be cut in the adjacent empty field.
- Consultation dates extended.
- 23<sup>rd</sup> July a Zoom Consultation and Q&A meeting to be held for residents.

**Resolved**, proposed Cllr Briggs seconded Cllr Berkeley that NMPC do not object to the application but that NMPC support the concerns that the residents have raised and the subsequent actions of the B/Cllr and Dacorum Borough Council to resolve these. Clerk to request that DBC consider the improvements to the bus stops on the Bedmond Road to facilitate sustainable and safe transport routes and that the construction management plan (site security, vehicular access, traffic) be determined with suitable conditions to mitigate potential impact to the residents during the construction phase. Unanimous decision.

20:55 The Clerk interrupted the meeting to confirm that resident 'A' was now correctly identified in the waiting room and to request that council give him an opportunity to speak.

The Chairman agreed and admission to the meeting was granted. The screen indicated that the resident pre-registered as resident 'A' was present but upon entry to the meeting no one spoke when prompted even though the video was active (showing resident A not present) and unmuted and therefore that person was removed from the meeting with no option for re-admission.

### **20/01674/LDP 10 Bunkers Lane -**

Rear extension 3.95m. Hip to gable extension with dormer in loft. External insulation and replacement windows

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

Application withdrawn. No further parish discussion.

**20/01520/DRC Milbor Engineering** – Cllr Maddern led the discussion due to Cllr Biggs having a declared interest.

(Details as required by condition 5 (materials) of planning permission)

<https://planning.dacorum.gov.uk/publicaccess/applicationDetails.do?activeTab=documents&keyVal=QC0808FOJ5Q00>

Cllr Maddern explained that this was a discharge of conditions therefore council would not ordinarily comment.

B/Cllr Maddern has taken this matter forward with regards residents' concerns and is hoping to provide clarity regarding the plans approved and the new ones on the portal in relation to the DRC application paperwork. As this is an approved application this is a matter of appealing to the developer's goodwill as there is no official responsibility to engage as they have already obtained planning permission.

No parish comment to be submitted.

- To consider any planning applications received during the period 7<sup>th</sup> July 2020- 13<sup>th</sup> July 2020  
**None Received.**

*9.02pm Chairman adjourned the meeting for a comfort break. All members the public were noted and placed into the waiting room.*

*9.16pm meeting reconvened and those members of the public moved to the waiting room at 9.02pm were readmitted.*

#### **20/097/FPC Development Management Committee**

- To agree the attendees for the DMC meetings from August 2020 -January 2021-list completed to be circulated.
- To discuss actions pertinent to any planning items for consideration at the DBC Monthly Development Management Committee meeting. None.

#### **20/098/FPC Planning Information/Updates from Clerk.**

- Items for information only (no action needed) None.

#### **20/099/FPC Consultations. (Clerk to advise)**

- CONSULTATION ON THE NEW DRAFT DACORUM STRATEGIC DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT – (Clerk requesting that a working group is created to assist and collate NMPC views for presentation at August meeting).
- To consider a new working group and its membership.

**Resolved**, proposed Cllr Maddern seconded Cllr Berkeley that a new working group being created, and the membership be Cllr Berkeley, Cllr Cobb. Cllr Maddern and the Clerk. Unanimous decision.

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### **FINANCE**

#### **20/100/FPC Monthly Financial Matters (Appendix 6)**

- To review and, if agreed, authorise payments made in accordance with the budget. (Monthly Schedule attached). -all other financial matters, including quarter end will be reported in August once the new Rialtas software is in place

**Resolved**, proposed Cllr Maddern, seconded Cllr Bayley that the monthly payments list be signed off for July and the Clerk makes the necessary payments and that all other financials be notified in August.

## **STATUTORY MATTERS**

### **20/101/FPC Play Park RA (Appendix 7)**

- To review the Playpark Risk Assessment in line with Government Covid-19 Guidance.
- Once discussed to consider the re-opening date of the Bunkers Lane play park. A discussion was held, and a vote was taken.

**Resolved**, proposed Cllr Bayley seconded Cllr Briggs, that the risk assessment be adopted with the following amendments.

- Amend the risk category re large gatherings to B3
- Remove the risk of local lockdown to a footnote as any necessary actions would be directed down via our principal authority.

and that the playpark would be reopened as soon as the signage is back from the printers.

A majority decision.

Clerk was requested to ensure that a monthly review of the playpark is included in the Clerk's report during the duration of the Covid-19 crisis.

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## **WORKING GROUP UPDATES**

### **20/102/FPC Verges Working Group (Appendix 8)**

*Relevant Power to spend Highways Act 1980, ss.47,116, Highways Act 1980, s.130, s.96, Parish Councils Act 1957, s1*

Following Councillors review of the circulated verges document:

- to consider, and if approved, agree the order of works for each area contained within the report.
- to consider, and if approved, agree whether NMPC public consultation should take the form of a public meeting and the format of that meeting.
- to discuss actions to be taken to progress matters with Herts County Council.

Cllr Berkeley nominated Cllr Briggs to present the verges document.

**Resolution, 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

A discussion was held, council were unable to reach a majority decision on how best to proceed to move this project forward. Views were exchanged regarding frustrations at delays with receiving responses from Herts County Council and views were exchanged regarding the best way of liaising with residents to assist in the prioritisation of areas for consideration.

**Resolved**, this agenda item was deferred for future consideration, proposed Cllr Berkeley seconded Cllr Briggs. Unanimous decision.

### **20/103/FPC The Denes Working Group (Appendix 9)**

*Relevant Power to spend: Public Health Act 1936, s.234, Litter Act 1983, ss5-6 Open Spaces Act 1906, ss9-10*

- To receive The Denes working group report
- NMPC to discuss and if agreed, to request that the Clerk contacts both DBC and HCC to ascertain what permissions are needed prior to a schedule of works, (to include, but not limited to, noticeboard, defibrillator, benches and planters) are considered for the green space at The Denes.

**Resolved**, proposed Cllr Bayley, seconded Cllr Roberts that the Clerk makes the necessary investigatory contact. Unanimous decision.

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#### **AGENDA REQUESTS FROM COUNCILLORS**

##### **20/104/FPC Christmas Lights at The Denes (Cllr Cobb)-Report Circulated (Appendix 10)**

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

- I. To consider the procurement of Christmas lights for The Denes, the budget and associated implications for installation, risk assessment, insurance. (continuation from previous meeting).

A discussion was held, and quotes compared. There are two quotes as the third company was unable to provide the preferred lighting options agreed at a previous meeting. The Clerk mentioned that there will be an additional electrical cost to be discussed for installation of a separate consumer unit to power the lights.

**Resolved**, proposed Cllr Cobb, seconded Cllr Bayley that company B will be engaged. They will be providing all necessary risk assessments and insurance. Unanimous decision.

##### **20/105/FPC Parish Magazine (Cllr Cobb) (Appendix 11)**

*Relevant Power to spend, Local Govt Act 1972, s.142*

- a. To agree the re-commencement date for the circulation of the NMPC magazine

**Resolved**, proposed Cllr Cobb, seconded Cllr Maddern that the magazine will be ready for distribution early September. Unanimous decision.

- b. To consider supporting local businesses post Covid-19 by inviting businesses located within the parish to write an introductory article in the magazine and if agreed, resolving the criteria for eligibility.

**Resolved**, proposed Cllr Cobb, seconded Cllr Tout that NMPC are to support local businesses by way of offering advertisements or a directory listing, dependant on the level of interest, in the next issue of the parish magazine for businesses of serving the parish. Majority decision.

- c. To consider whether NMPC could support local businesses by offering free advertising in the magazine and to confirm the duration of this offer.

**Resolved**, proposed Cllr Cobb, seconded Cllr Berkeley that this item will be deferred until item b above has been trialled. Unanimous decision.

- d. To receive any other article suggestions

Items for inclusion to be emailed. Cllr Cobb to advise of deadlines.

##### **20/106/FPC Google Listing (Cllr Briggs) (Appendix 12)**

- a. To discuss and consider whether NMPC wishes to adopt the google listing for Nash Mills Parish Playground
- b. To discuss and consider whether maintenance of this listing should be adopted by the social media working group

**Resolved**, proposed Cllr Briggs, seconded Cllr Maddern that this item be deferred.

##### **20/107/FPC Georgewood Road, Traffic safety**

*Relevant Power to spend Highways Act 1980, s274A*

- To discuss the matters raised during public participation (June 2020) regarding the recent traffic incidents on Georgewood Road/ Chambersbury Lane and to discuss any actions that NMPC would like to take in relation to this.

**Resolved**, proposed Cllr Cobb, seconded Cllr Maddern that the Clerk contacts HCC to investigate what steps can be taken to address the concerns expressed by residents. Majority decision.

##### **20/108/FPC Action List- (circulated) (Appendix 13)**

- information only

##### **20/109/FPC Items for Consideration for inclusion at next meeting Monday 10<sup>th</sup> August 2020**

**Items to be received no later than 9am on Thursday 30<sup>th</sup> July 2020.**

**Meeting closed at 23.20**

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