



Full Parish Council Meeting Minutes

held on

14th December 2020 via Zoom

Present

Councillor Lisa Bayley
Councillor Michele Berkeley
Councillor Alan Briggs
Councillor Nicola Cobb
Councillor Mandy Lester
Councillor Jan Maddern (Acting Chairman)
Councillor Steve Roberts
Councillor Emily Tout

In Attendance

3 Members of the public (for part of the meeting)
PCSO Ian Martin (for part of the meeting)
Nikki Bugden (Clerk)

Meeting Commenced at 8.00pm

Election of Chairman

Due to personal circumstances Council were asked to accept an alternate Chairman for this meeting.

Resolved, Proposed Cllr Maddern, seconded Cllr Bayley that Cllr Maddern would chair this meeting

20/182/FPC Apologies

None

20/183/FPC Interests

Cllr Cobb (Planning 20/03681/FUL)

20/184/FPC Minutes

To confirm the Minutes of the following as a true and accurate record of proceedings.
9th November 2020

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the minutes of the 9th November 2020 accurately reflected business transacted, and they will be signed at an appropriate time. Unanimous decision.

20/185/FPC Reports to Council (information only no actions arising unless separately detailed below)

Crime Report (PCSO Ian Martin) Appendix 1. Report delivered

Clerks Report- circulated. Appendix 2

Council Decision Required. Gate self-closer- Council to determine if they are happy to leave the gate until our next quarterly inspection as detailed in report.

Resolved, proposed Cllr Bayley, seconded Cllr Roberts that as the gate is shutting better than it has done previously that a notice (please shut the gate) be affixed to the gate to remind parents that they have to push it shut as there is no auto closer and council will await outcome from our quarterly playpark inspection.

Borough Cllr Report – B/Cllr Jan Maddern. Verbal report delivered, copy with appendices.

C/Cllr Report – C/Cllr Tina Howard. No report received.

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

20/186/FPC Public Issues/Participation

No requests for participation received.

PLANNING & CONSULTATIONS

20/187/FPC Planning

To consider the Parish Council's response to the following planning applications or requests for consultation received since last meeting up to 4th December 2020.

20/03461/FHA 1 Chaffinches Green Front and side single storey extension forming an enclosed porch.

<https://planning.dacorum.gov.uk/publicaccess/applicationDetails.do?activeTab=summary&keyVal=QJOEE8FOLGC00>

Resolved, proposed Cllr Briggs, seconded Cllr Lester do not object to the extension in principle but request that the planning officer confirms that the workshop is for personal use only and that the shrubs/greenery bordering the plot are preserved.

At this juncture Cllr Cobb was moved to the waiting room in line of her declared interest.

20/03681/FUL Land to The Rear Of 9 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8AY

Proposed detached bungalow (amended scheme)

[20/03681/FUL | Proposed detached bungalow \(amended scheme\) | Land To The Rear Of 9 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8AY \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that NMPC object to this application with the following comments.

- Overdevelopment
- Adding unnecessary point of conflict on the highways network -egress and ingress
- Loss of existing parking spaces on an already very congested road

- Overlooking on existing properties, (particularly due to topography)
- Quality of neighbourhood design (not in keeping with street scene/surrounding density)
- Concern about the lack of elevations
- lack of plans illustrating the scale of excavation works needed to bring down the existing land level where it will meet Mill Close.
- inconsistencies on the Design and Access statement

20/03813/LDP conversion of garage to annex - 15 Highclere Drive Hemel Hempstead Hertfordshire HP3 8BT

Resolved, proposed Cllr Briggs, seconded Cllr Maddern that NMPC offer no comment.

20/188/FPC Development Management Committee (to consider any actions required)

No Action required. Application for Nash House refused. *Reference: 20/02550/FUL*

20/189/FPC Planning Information/Updates from Clerk. (info only no action)

To note the following planning applications lapsed with no parish comment

20/03458/FHA 417 Barnacres Road Hemel Hempstead Hertfordshire HP3 8JR

<https://planning.dacorum.gov.uk/publicaccess/applicationDetails.do?activeTab=documents&keyVal=QJO8V7FOLG500>

20/03527/FHA 18 Georgewood Road Hemel Hempstead Hertfordshire HP3 8AL

<https://planning.dacorum.gov.uk/publicaccess/applicationDetails.do?activeTab=documents&keyVal=QJXI71FOLJ700>

Noted.

20/190/FPC Consultations. (Clerk to advise)

Dacorum Local Plan (2020-2038) Emerging Strategy for Growth – Consultation (closing Date 7th February 2021)-circulated

- To consider if NMPC wish to respond to the above consultation
- To consider (subject to item above) if NMPC wish to set up a working group to formulate the parish response
- To consider (if required) the membership of that working group.

Resolved, proposed Cllr Maddern, seconded Cllr Roberts that a working group be formed with the following conditions. To bring responses back to council for consideration. Due to short turnaround only the following Cllrs were available to be members. Cllr Cobb, Cllr Roberts, Cllr Tout as Cllr Maddern stepped back due to her involvement at a borough level.

FINANCE

20/191/FPC Monthly Financial Matters Appendix 4a-d

- To authorise payments made in accordance with the budget. (Monthly Schedule attached)

Payee	Description	Amount	Vat	Amount	Minutes ref
NET STAFF SALARIES/HMRC	Dec Net Salaries and HMRC	1884.25		1884.25	
Vodafone	Clerk's Mobile Nov	23.16	3.44	26.60	
NMVHA	Hall Hire Dec		0	0	
DBC	Garage Rental	52.60	10.52	63.12	
Paybureau	Monthly wages Fee	18.00	3.60	21.60	
Clerk Pension		360.60	-	360.60	
clerk expenses	Zoom December	11.99	-	11.99	
clerk expenses	Po Box Renewal	293.75	58.75	352.50	
clerk expenses	Searches ACV	6.00	-	6.00	
clerk expenses	Mileage Jun-Nov	29.70	-	29.70	
SLCC	Subscription	185.00	-	185.00	20174fpc
Etaerio	Internal Audit Fee	360.00	-	360.00	
DBC	Election Fees 2019	2,544.17	-	2,544.17	
Sovereign	Playpark repairs	1,337.46	267.49	1,604.95	20140fpc
Sovereign	stepping pad repair	119.90	23.98	143.88	20141fpc
Lamps & Tubes	Install & removal Lights	385.00	77.00	462.00	20104fpc
Total		7611.58	444.78	8056.36	
Diverse Print	Magazine print	817.00	-	817.00	
Final Total		8428.58	444.78	8873.36	

b. To authorise the clerk to vire money from earmarked reserves (election costs 2019) to pay the invoice £2544.17

Resolved, proposed Cllr Berkeley, seconded Cllr Bayley that the payments and virement be authorised, Cllr Berkeley to sign off with Cllr Maddern.

c. To receive bank reconciliation and cashbook up to 30th November 2020 (Lloyds Bank) and dates noted on report for all other accounts. **Received and noted.**

d. To note on file LG221 Pension return for Nov 2020. **Received and noted.**

20/192/FPC Proposed Budget 2021/22 Appendix 5

To consider the draft budget 2021/22 attached and to resolve to agree the budget for 2021/22

Clerk requests that item be deferred due to outstanding figures.

Resolved, proposed Cllr Berkeley, seconded Cllr Bayley that the item be deferred to January 2021.

WORKING GROUP UPDATES

20/193/FPC Verges Working Group (Cllr Berkeley) Appendix 6

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

- To note that Cllr Berkeley formally **withdraws** the previous proposal that was deferred in the November meeting and replaces it with the following. **Noted**
- To propose that NMPC agree to bring back to Council early next year further options for verges numbered (1) and (2) for NMPC consideration:
 - (1) Georgewood Road / Junction of Barnacres
 - (2) Georgewood Road / Junction of Highbarns

Resolved, proposed Cllr Cobb, seconded Cllr Lester that the item be deferred to 2021.

- To propose that NMPC agree for works to be carried out at:
 - (3) The Denes (Paid for by County Council Highways Budget £3,029)

Resolved, proposed Cllr Bayley, seconded Cllr Lester that NMPC supports the works suggested from the HCC Locality budget.

- To propose that NMPC agree for works to be carried out at:
 - (4) Bunkers Lane / (Highwoodhall Nature Reserve Gate) (Paid for by County Council Highways Budget £1,579.00)

Resolved, proposed Cllr Briggs, seconded Cllr Cobb that NMPC supports the works suggested from the HCC Locality budget.

- To propose that NMPC agree for works to be carried out at:
 - (5) Mill Close (Paid for by County Council Highways Budget £3,247.00)

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that NMPC supports the works suggested from the HCC Locality budget, dependent on the responses from the DBC trees and woodland officer and the decisions by HCC.

- To propose that NMPC agree for works to be carried out at:
 - (6) Meadow Road 33-35 and 37-39 – Cost £10,776.00 (NMPC to fund project)

Clerk advised that since the agenda had been published Dacorum Borough Council (DBC) had confirmed that this project could be considered under their verge hardening scheme.

Resolved, proposed Cllr Roberts, seconded Cllr Cobb that NMPC supports the works suggested from the DBC verge hardening budget.

Appendix 6a from the November meeting contains the detail of the proposed works.

20/194/FPC Defibrillator Working Group (Cllr Briggs) Appendix 7

- To receive the report and recommendations.

Received with thanks noted to professional advice given by a resident.

- To consider and if approved agree whether or not a Community Heartbeat Trust presentation is required

Resolved, proposed Cllr Roberts, seconded Cllr Berkeley that NMPC does not require the presentation.

- To consider and if approved agree that the DWG should further investigate the retention of the current defibrillator and purchase of a new lockable cabinet.
(Expenditure approvals to be sought from full council at a later date)

Resolved, proposed Cllr Briggs, seconded Cllr Maddern that the working group continue their research as detailed above.

- To consider and if approved agree the preferred installation location. Clerk to investigate permissions.

Resolved, proposed Cllr Roberts, seconded Cllr Bayley that the preferred location should be at the side of The Denes (near to the Christmas tree lights electrical sockets) and that the clerk should obtain the necessary permissions.

9.12pm-9.19pm short comfort break was taken.

20/195/FPC The Denes Working Group – report info only no actions or discussion required. Appendix 8

AGENDA REQUESTS FROM COUNCILLORS

20/196/FPC Georgewood Road Speed Indicator Device (SID - clerk report circulated)
Appendix 9 Considerations for Council to determine.

- a. Do council wish to fund a SID on Georgewood Road?

Resolved, proposed Cllr Berkeley, seconded Cllr Tout that NMPC fund a SID on Georgewood Road. Approx. cost £5100.

- b. Do council wish to determine a second or third location?

Resolved, proposed Cllr Cobb, seconded Cllr Berkeley that NMPC should consider Bunkers Lane as an additional site due to safety concerns raised previously by NMPC.

- c. Can council reach consensus on a second or third location immediately or does it require further investigation and a further agenda point?

A discussion was held. Concerns were raised that NMPC did not wish to wait for HCC to determine the provision of a SID at Bunkers Lane and that council did not wish to have just one removable SID when two sites were highlighted by council as areas of concern.

Resolved, proposed Cllr Cobb, seconded Cllr Bayley that NMPC purchase a second SID for installation at Bunkers Lane with county officer to assist with determining suitable installation point.

- d. Do council require a working group to investigate options or can it be covered by an existing working group.

Working group not required as resolutions passed above removed the need.

STATUTORY MATTERS

20/197/FPC Policy Updates Appendix 10

- Financial Regulations (last reviewed June 2020)

To note the updates as specified and if agreed, consider adoption.

Resolved, proposed Cllr Lester, seconded Cllr Briggs that NMPC adopt the policy unchanged as recommended by the clerk.

20/198/FPC Action List- (circulated) Appendix 11

Information Only

20/199/FPC Items for Consideration for inclusion at next meeting Monday 11th January 2021

Items to be received no later than 9am on Thursday 31st December 2020

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

Meeting closed at 21.47pm