



Full Parish Council Meeting Minutes

held on

8th February 2021 via Zoom

Present

Councillor Michele Berkeley
Councillor Alan Briggs
Councillor Nicola Cobb
Councillor Jan Maddern (Vice-Chairman)
Councillor Steve Roberts
Councillor Emily Tout

In Attendance

4 Members of the public (for part of the meeting)
PCSO Ian Martin (for part of the meeting)
C/Cllr Howard (for part of the meeting)
Nikki Bugden (Clerk)

Meeting Commenced at 8.02pm

21/020/FPC Apologies

Cllr Lisa Bayley, Cllr Mandy Lester. Noted.
Vice-Chairman, Cllr Maddern chairing in Cllr Bayley's absence.

21/021/FPC Interests

Cllr Maddern, Cllr Briggs - grant application
Cllr Berkeley - planning 5 Highbarns
Cllr Cobb - planning rear of 9 Chambersbury Lane

21/022/FPC Minutes

Resolved, proposed Cllr Briggs, seconded Cllr Roberts that the minutes of the 11th January 2021 accurately reflected business transacted, and they will be duly signed by the chairman at an appropriate time. Unanimous decision.

21/023/FPC Reports to Council

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

Borough Cllr Report –B/Cllr Jan Maddern Appendix 2

Report received.

County Cllr Report – No updates for parish and no questions arising.

Clerk's Report- Appendix 3

Report received.

21/024/FPC CCTV Presentation by DBC Officer

Council received a presentation from the DBC officer regarding the benefits of new CCTV apparatus at the Denes, area coverage and equipment costings with supplementary viewpoints offered by the PCSO. Matter to be added to a subsequent agenda for council to deliberate

21/025/FPC Playpark Inspections

Resolved, Proposed Cllr Cobb, seconded Cllr Roberts that NMPC instruct the clerk to appoint The Play Inspection Company as our contractor for the year. Unanimous decision.

21/026/FPC Public Issues/Participation no participants registered.

PLANNING & CONSULTATIONS

21/027/FPC Planning

To consider and approve the Parish Council's response to the following planning applications received since last meeting up to 2nd February 2021.

[21/00114/ROC | Variation of Condition 9 Attached to Planning Permission 4/00156/06/FUL \(New sports hall incorporating sports and dance studios, alterations to existing gymnasium to create performing arts centre incorporating music room and office\) | Abbots Hill School Bunkers Lane Hemel Hempstead Hertfordshire HP3 8RR \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley, no objection to be raised but that the planning officer be requested to include conditions relating to continued use of the one-way system for access and exit, including for extracurricular activities and that paragraph 4.4 of the supporting report be included in its entirety as a condition. Unanimous decision.

[21/00086/FHA | Installation of an outdoor swimming pool in rear garden. | 28 Silverthorn Drive Hemel Hempstead Hertfordshire HP3 8BU \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley, no objection be raised but that the planning officer be asked to check the accuracy of the engineers report in light of volume miscalculations and that the planning officer be requested to remove the permitted development rights on this property. Unanimous decision.

[21/00361/FHA | Single storey side extension, balcony screen and replacement cladding | 21 Silverthorn Drive Hemel Hempstead Hertfordshire HP3 8BU \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley, that NMPC offers no comment on this application. Unanimous decision.

[21/00045/FHA | Construction of detached garage block. | 13 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8AY \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cobb that NMPC offers no objection to this application however, NMPC would request that clarity is obtained regarding the suitability of a 2m high boundary fence that may impact on vision when egressing the property and would request that permitted development rights are removed for this property. NMPC would also like to draw the planning officer's attention to an error on the application form. The application states that there is no provision for off road parking, however there is a drive to the front of the property. Unanimous decision.

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

Cllr Cobb moved to the waiting room for this item.

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley, that NMPC retracts any comment relating to vision lines however the remaining objections still stand. Unanimous decision.

[21/00072/FUL | New build dwelling | 5 Highbarns Hemel Hempstead Hertfordshire HP3 8AF \(dacorum.gov.uk\)](#)

Cllr Berkeley moved to the waiting room for this item.

Resolved, proposed Cllr Briggs, seconded Cllr Roberts, that NMPC objects to this application due to overdevelopment, concern re accurate intended occupancy (study use), lack of compliance with the new parking SPD (tandem parking, access to spaces, clarity re existing garage, lack of electric charging point in new dwelling), proximity of new dropped kerb to junction, and concerns re land stability due to chalk mines history and the impact of surface water runoff. Unanimous decision.

To consider any planning applications received during the period 2nd February 2021- 8th February 2021.

[21/00416/FHA | Single story side extension block and elevations | 15 Highclere Drive Hemel Hempstead Hertfordshire HP3 8BT \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Cobb, that NMPC offers no comment on this application. Unanimous decision.

[21/00425/FHA | Garage conversion and altered roof. New front entrance porch. | 113 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8BE \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Cobb, that NMPC objects to this application. NMPC feels that this application does not comply with the newly adopted parking standards SPD.

- Removal of parking availability from 4 to 2 spaces (by conversion of garage)

- Lack of parking provision for property scale
- Retained frontage will not offer sufficient off-road parking within curtilage. Unanimous decision.

[21/00482/FHA | Raise roof to convert attic with a rear dormer. Single story front extension and alterations | 12 Swan Mead Hemel Hempstead Hertfordshire HP3 9DG \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley, that NMPC objects to this application due to lack of parking provision in line with newly adopted parking standards SPD.

Additional bedrooms and remodelling of frontage mean that the proposal does not offer sufficient off-road parking for a property of this scale within its curtilage. Majority decision. Two abstentions.

21/028/FPC Consultations.

- St Albans City and District Council Local Plan 2020-2038 Update <https://www.stalbans.gov.uk/new-local-plan>
- Hertfordshire Waste Local Plan Draft Plan Consultation [Draft Waste Local Plan | Hertfordshire County Council](#)

Resolved, proposed Cllr Roberts, seconded Cllr Cobb that NMPC offer no comment on the above consultations. Unanimous decision.

Please note that all supporting appendices for this agenda can be found on our website

21/029/FPC Development Management Committee (to consider any actions required)

No actions required.

21/030/FPC Planning Information/Updates from Clerk. (info only no action)

No actions required.

FINANCE

21/031/FPC Monthly Financial Matters Appendix 5a-e

- a. To authorise payments made in accordance with the budget. (February Monthly Schedule below)

Payee	Method	Description	Amount	Vat	Amount
NET STAFF SALARIES/HMRC	SO	Feb Net Salaries and HMRC	£ 1,884.25		£ 1,884.25
LGPA	Online	pension	£ 360.60		£ 360.60

Vodaphone	DD	Clerk's Mobile	£ 12.66	£ 2.54	£ 15.20
NMVHA	SO	Hall Hire Feb	0	0	0
DBC	DD	Garage Rental	£ 52.60	£ 10.52	£ 63.12
Paybureau	SO	Monthly wages Fee	£ 18.00	£ 3.60	£ 21.60
clerk expenses	Online	Zoom Feb	£ 11.99	£ -	£ 11.99
HCC	Online	SID purchases	£ 10,200.00		£ 10,200.00
Office Depot	Online	stationery	£ 48.60	£ 9.72	£ 58.32
Clerk expenses	Online	Netnerd Domain Hosting	£ 29.99	£ 6.00	£ 35.99
HCC Pensions team	Online	Late Filing Fee Dec 2018	£ 50.00	£ -	£ 50.00
Total			£ 12,668.69	£ 32.38	£ 12,701.07

b. To receive month end reconciliation.

Resolved, proposed Cllr Berkeley, seconded Cllr Cobb, that the above documents be received and the payments duly authorised. Unanimous decision.

c. To note that the Ministry of Housing, Communities and Local Government (MHCLG) has just confirmed that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2021-22 is £8.41 per elector.

Sum noted by council.

21/032/FPC To consider and if agreed, approve the Grant Application received from Willows Residents Association. Appendix 5f

Cllr Maddern and Cllr Briggs moved to the waiting room for this item.

Resolved, proposed Cllr Roberts, seconded Cllr Cobb, that Cllr Roberts took the chair for this section. Unanimous decision.

Resolved, proposed Cllr Roberts, seconded Cllr Tout, that NMPC should decline this application. NMPC would like the clerk to confirm that the decision is made on the basis that

council feel that it is inappropriate to fund operational costs from the public purse whilst sufficient funds are held in the accounts but that NMPC will welcome a new application for consideration should Willows RA wish NMPC to support specified activities or a specified event once they are recommenced. Unanimous decision.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS

21/033/FPC Local Plan Working Group Appendix 6

To consider the report and agree the response to be submitted on behalf of NMPC. Report circulated in advance. It was requested that comment be included in the submission to note the impact that development on the periphery of the parish would have on the traffic on all roads leading down from Leverstock Green.

Resolved, proposed Cllr Roberts, seconded Cllr Berkeley, that the working group comments be adjusted to include the above comment and submitted to Dacorum Borough Council. Unanimous decision.

21/034/FPC Dacorum Plan (2020 – 2038) Emerging Strategy for Growth Representation by The Town and Parish Councils of Dacorum Appendix 7a

To consider whether NMPC are willing to offer their support and sign the letter circulated.

Resolved, proposed Cllr Cobb, seconded Cllr Berkeley, that NMPC offers support to this letter and to sign it accordingly. Unanimous decision.

STATUTORY MATTERS

21/035/FPC Policy Updates

- ICO Publication Scheme (last adopted June 2020)
- Complaints Policy (last adopted June 2020)
- Vexatious Complaints Policy (last adopted Aug 2020)

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

Resolved, proposed Cllr Cobb, seconded Cllr Briggs, that the ICO Publication Scheme is brought back to council at the next meeting. Unanimous decision.

Resolved, proposed Cllr Briggs, seconded Cllr Tout, that the complaints policy and vexatious complaints policy be adopted as circulated. Unanimous decision.

21/036/FPC Action List- (circulated) Appendix 8

Information Only

21/037/FPC Items for Consideration for inclusion at next meeting Monday 8th March 2021

Items to be received no later than 9am on Thursday 27th February 2021.

CCTV Discussion (Cllr Maddern agenda request)

ICO Publication Scheme

Meeting closed 21.57

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