



NASH MILLS

PARISH COUNCIL

Full Parish Council Meeting Minutes

9th August 2021 8.00pm

held at Nash Mills Village Hall

Present

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

In Attendance

Nikki Bugden (Clerk)
PCSO Keir Simpson (for part of the meeting)

21/097/FPC Apologies

Councillor Maddern.
The above apologies were noted.

21/098/FPC Interests

No declarations made.

21/099/FPC Minutes

12th July 2021 (please note typographical error as agenda incorrectly stated 14th July).

Resolved, proposed Cllr Briggs, seconded Cllr Roberts that the minutes as listed above be approved as a true and accurate record of proceedings and they were duly signed by the Chairman. Unanimous decision.

21/100/FPC Reports to Council (information only no actions arising unless separately detailed below)

Crime Report (PCSO Keir Simpson) Appendix 1 report
Clerk Report- circulated. Appendix 4

All reports were received. It should be noted that 3 crimes were recorded and should have been listed on the reports as 1x theft 2x malicious communications. Clerk asked to contact building control team (and B/Cllr Maddern) regarding damage to fence on Milbor site.

Clerk requested to follow up on Councillors CCTV control room visit.

21/101/FPC Public Issues/Participation

No members of the public were registered to speak.

PLANNING & CONSULTATIONS

21/102/FPC

To consider and approve the Parish Council's response to the following planning applications received since last meeting up to 3rd August 2021.

Application [21/02956/RES Land Between 184 And 186 Belswains Lane](#) – Reserved matters relating to outline application approved (Oct 2018) [4/02206/18/OUT](#)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that NMPC offer no comment on this proposal. Unanimous decision.

To consider any planning applications received during the period after which the agenda was published. 4th August 2021- 9th August 2021. None received.

21/103/FPC Consultations. (Clerk to advise)

None received.

21/104/FPC Development Management Committee (to consider any actions required)

No Actions required.

21/105/FPC Planning Information/Updates from Clerk.

Nash House Appeals

Application 20/04010/FUL [Appeal Form 206618.pdf](#)

Application 20/02550/FUL [Appeal Form 20/00076](#)

To consider whether Cllr Briggs and clerk can be nominated (if required) to draft council response to appeal cases (in line with previously determined council objections).

Resolved, proposed Cllr Bayley, seconded Cllr Roberts that Cllr Briggs and the clerk may respond as deemed necessary in line with the previously stated council objections. Unanimous decision.

FINANCE

21/106/FPC Monthly Financial Matters Appendix 3 (a, b)

To authorise payments made in accordance with the budget.

To receive month end reconciliation **£141933.40**

Aug-21 Schedule					
Payee	Description	Net amount	Vat	Amount	Ref
NET STAFF SALARIES/HMRC	Aug Salaries, HMRC, Pension	£ 2,460.99		£2,460.99	
Vodafone	Clerk's Mobile	£14.06	£ 2.82	£16.88	
NMVHA	Hall Hire	£36.00		£36.00	
DBC	Garage Rental	£52.60	£10.52	£63.12	
Paybureau	Monthly Wages Fee	£18.00	£ 3.60	£21.60	
AIS	CCTV Final pyt	£ 8,389.55	£ 1,677.91	£10,067.46	21052fpc
clerk expenses	Hall Hire 12/7	£18.60		£18.60	
clerk expenses	Netnerd Domain renewal to 7/2023	£80.00	£16.00	£96.00	
Total		£ 8,608.81	£ 1,710.85	£10,319.66	

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the information and values provided in the documents supporting a, b (and listed above) be approved, and the payments duly made. Cllr Bayley and Cllr Berkeley to sign off payments. Unanimous decision. Clerk asked to investigate providers of a.gov.uk domains for comparison.

STATUTORY MATTERS

21/107/FPC Defibrillator License Appendix 4

Council to consider, and if approved agree the final (draft) license terms provided by Dacorum Borough Council

Resolved, proposed Bayley, seconded Tout that NMPC agree and accept the license terms and that they are duly signed by the proper officer and returned to DBC. Unanimous decision.

21/108/FPC Return to Face-to-Face Meetings Risk Assessment Appendix 5

Council to consider, and if approved resolve to adopt the Risk Assessment

A concern was raised that the risk assessment overstated the current risk levels. The clerk explained that the levels were in line with guidance and that whilst the risk was high the mitigating factors were also listed to evidence that due consideration of these risks had taken place. The clerk also explained that guidance had been sought from ACRE who are the professional body who advise community halls. The Chairman offered to work with the clerk to produce an amended version to bring back to council in October.

Resolved, proposed Cllr Roberts, seconded Cllr Lester that NMPC agree and adopt the risk assessment with the following amendments.

- Option for all attendees to remove face masks (if they so wish) when seated.
- Request for all Councillors to undertake a lateral flow test prior to attendance (negative result required for attendance).
- A suggestion that public attendees may wish to undertake a lateral flow test. Unanimous decision.

Clerk advised that any changes to the risk assessment will also require adherence to any venue specific requirements but that she will bring these to councils' attention if any disparity arises. At the time of the meeting the hall risk assessment was still unchanged following the revised Govt guidance post 19th July 2021.

Clerk to write to hall separately regarding their existing risk assessment and cleaning protocols.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

21/109/FPC Queens Platinum Jubilee Appendix 6

To receive the [working group report](#)

Council to resolve its preferred option(s) for the commemoration and to further discuss and agree an action plan to achieve it / them (alongside consideration of financial provision).

Resolved, proposed Cllr Briggs, seconded Cllr Tout that NMPC receive the report and that the following actions are undertaken

- That the project relating to The Denes area is handed over to The Denes working group to take forward, including a 'Jubilee' bench.
- That The Denes W/G rename the project 'The Platinum Jubilee Garden'.
- That the clerk investigates the permissions required in relation to the placing of a tree at the Denes (on the grass verge area near to the exit).

- That in the eventuality that the Jubilee Garden project cannot be completed by the Jubilee that at least the tree and a commemorative bench is in situ within this timeframe.
- That the Jubilee working group, membership unchanged, now investigate the optionality around providing an ‘afternoon tea’ style community event at the Denes and all associated considerations to bring back to council.

Unanimous decision.

21/110/FPC The Verges Working Group Appendix 7

1) Georgewood Road/Junction of Barnacres

NMPC to agree that council re-approach Highways requesting further advice on this area, especially in relation to options regarding double yellow lines.

Resolved, proposed Cllr Berkeley, seconded Cllr Roberts that NMPC reapproach HCC locality officer for guidance on both sides of this road. Unanimous decision.

2) Georgewood Road/Junction of Highbarns

NMPC to agree that council reapproach Highways Safety Team for their suggestions for this area.

Resolved, proposed Cllr Berkeley, seconded Cllr Bayley that NMPC reapproach HCC locality officer for guidance re this area. Unanimous decision.

3) East Green

NMPC to agree that council can approach Highways and DBC regarding grasscrete for the verge (post completion of works to the ‘hole’ in this area).

Resolved, proposed Cllr Berkeley, seconded Cllr Roberts that NMPC reapproach HCC locality officer re this area. Unanimous decision.

4) Verges Phase 2

NMPC to agree that phase 2 can be brought back to council in September 2021 for further discussion.

Resolved, proposed Cllr Berkeley, seconded Cllr Bayley this item is placed on the September agenda with the addition of the Chambersbury Lane/Bunkers Lane junction and that a site visit is arranged with the highway’s locality officer and County Cllr after the September meeting. Unanimous decision.

21/111/FPC Bunkers Lane Play Park W/G Appendix 8 Cllr Berkeley

To receive the W/G report

To authorise the Clerk to order 2 x A3 safety signage signs as follows:

- Signage for Gate - A3 size to include, the Postcode, Bunkers Lane and what3words location.
- Signage for Gate – A3 size, Keep Gate Closed at all times.

Resolved, proposed Cllr Berkeley, seconded Cllr Bayley that the clerk order the two signs. Wording to include ‘please close the gate’ and this sign to be 2 -sided. Suggested location on the fixed gate. Unanimous decision.

To authorise the Clerk to order:

- the Resi-D test as recommended by the Inspection Report.
- To authorise the agreed expenditure to come from the playpark earmarked reserves if required

Resolved, proposed Cllr Berkeley, seconded Cllr Roberts that the clerk may authorise the Resi-d test and vire funds from earmarked reserves to the relevant budget heading should it be required. Unanimous decision.

To agree for the Clerk to obtain quotes for the following:

- Picnic Tables (Bench Style).
- Rubbish Bin.

Resolved, proposed Cllr Berkeley, seconded Cllr Lester that the clerk obtain the necessary quotes and investigate the necessary permissions and methods of (anchored) installation to bring back to council. Consideration to be given to access requirements for grass cutting contractor. Bin to be located closer to entrance gate. Unanimous decision.

21/112/FPC Vision/Aims for NMPC Appendix 9 Cllr Cobb (deferred from last meeting)

To consider whether NMPC create a new working group to

- revisit the original council aims
- update the achievements so far to create a council 'vision'
- to formulate a business plan with the clerk in line with the above to assist with budget setting and strategic planning.

Resolved, proposed Cllr Cobb, seconded Cllr Bayley that a new working group be formed with the scope outlined above. Unanimous decision.

To consider lead and membership of that group

Resolved, proposed Cllr Briggs seconded Cllr Bayley that the lead be Cllr Cobb and that membership be all councillors. Unanimous decision.

21/113/FPC Local Council Award Scheme Appendix 10

To consider whether council wish the clerk to register the council for the [LOCAL COUNCIL AWARD SCHEME \(nalc.gov.uk\)](http://nalc.gov.uk)

Resolved, proposed Cllr Bayley, seconded Cllr Roberts that NMPC register for the award. Unanimous decision.

Clerk to advise of further actions required in due course.

21/114/FPC Action list Appendix 11 (for information only)

21/115/FPC Road Safety concerns Belswains Lane/Nash Mills Primary School

NMPC were advised that the county councillor was liaising with the school and the relevant highways departments to ensure that actions were being taken to protect the pupils following the recent incident. The clerk advised council that correspondence had been received from a concerned parent.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the clerk write on behalf of NMPC requesting that the refuse collection schedule be revisited to consider moving collections to outside peak school arrival/departure times. B/Cllr to be copied in. Council to add road safety and investigation of 20mph traffic schemes to the September agenda. Unanimous decision.

21/116/FPC The Denes Sessions

To consider the recommencement of The Denes sessions or suggestions of opportunities for community engagement.

Resolved, proposed Cllr Bayley, seconded Cllr Lester that a 'virtual' option be trialled to encourage community engagement during the current pandemic. Trial to take place during September and October initially and to be reviewed. To be publicised in the parish magazine. Unanimous Decision.

Meeting closed 9.45pm

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Chairman .../.../....

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

<https://www.nashmillsparishcouncil.gov.uk/>