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Nash Mills Crime Figures 2021

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

Nash Mills Crime Figures 2021

DWELLING BURGLARY													
BURGLARY OTHER													
THEFT FROM MOTOR VEHICLE													
THEFT OF MOTOR VEHICLE													
DAMAGE OR DESTROY													
THEFT FROM SHOP													
THEFT OTHER													
DRUG RELATED													
OTHER	Assault without injury (x2), Public Order offence (Swearing in public place), Criminal Damage (Broken window)												



Clerk Report October 2021

Play Inspections

Resi-D test has now taken place and once the report has been received this will be circulated with the most recent general inspection.

Queens Canopy/ Jubilee

Site visit undertaken 27/9/2021. Separate summary attached at the end of my report.

Budget 'Wish Lists'

No items received from Cllrs and business plan not yet commenced by council therefore clerk will start budget setting with only current headings.

Planning Appeal Nash House

The Appellants statements have now been circulated. We are waiting for the decision by HM Planning Inspectorate. Separate agenda point.

Verges

The Denes (outstanding phase 1) - now with the contractor Ringway

Meadow Road works delayed due to issue with drawings received by HCC from DBC. (Slight amendment needed), this has been chased with DBC but still no response at the time of writing this report.

Site visit Undertaken 27/9/2021 and Verges working group to report back to council separately.

Auditor

Audit finished and signed off with no advisory comments. Separate agenda item for formal conclusion.

There is a new comment on the audit official guidance relating to email addresses that the clerk will be raising with the IT Working Group technical lead.

CCTV

Waiting for confirmation from DBC whether it is now operational. DBC to arrange the statutory notices and ongoing monitoring. DBC chased for Cllr visit to control room. 5/10 still no response from DBC

Works to Bunkers Lane Playpark (Benches/Bins Etc.)

14/9/2021 Confirmed permissions for bench and bins. Clerk to investigate options.

14/9/2021 Confirmed extension of lease for a further 3 years. Bursar will be in contact in the New Year once the lease is drawn up. Clerk raised query whether they wish questions in advance of this. Clerk will be seeking clarity in relation to tree ownership/responsibilities and maintenance.

Christmas Lights

Installed and timer set with the hours specified.

Defibrillator update

All equipment checked and supplies ready. Final license received from DBC. Contractor booked for w/c 18th Oct 2021. License valid for 5 years. Reminder 1st July 2026 in clerk's diary.

Police & Crime Commissioners Office Grant

5/10/2021 notification received that the grant funding for a speed indicator device on Barnacres Road has been approved, subject to suitability surveys etc.

Correspondence received (please note that this may not include all items)

- Complaint re antisocial motorbike usage. Clerk liaised with PCSO. PCSO has been in contact with resident.
- Complaint received re a car parked at The Denes for 4 weeks without having moved. It has a valid MOT and is taxed therefore no reason for enforcement; however, it was reported to the PCSO in case it had been registered stolen.
- Resident called regarding a planning application. Resident notified that any comment could be circulated if put in writing to me but that all comments must also be included on the DBC planning portal to ensure that the planning officer (as decision maker) is aware of them.
- Resident approached Cllr re a planning application and comments were shared with me for response to resident.
- Reports to HCC for damaged road sign at junction Chambersbury/Highbarns. Signs needing updating/repositioning at Junction of Barnacres Road/Belswains Lane.
- Complaint received regarding parking spaces at The Denes, specifically cars that are parked for many days without moving and Staff of shops using valuable customer spaces at the front rather than in the area at the rear of the shops.
- Complaint received re parking at Nash Green. Circulated to Cllrs and also B/Cllr/C/Cllr Maddern.

Training Attended

- Cllr Briggs booked in as Council representative for the monthly planning 'drop-in' sessions
- Clerk attended HAPTC monthly clerk 'drop in' networking session (zoom meeting)
- Clerk attended SLCC Hertfordshire quarterly seminar (London Colney Wednesday 6th October 2021)

Up and Coming Training

- Clerk 13th October attending Local Council Award Scheme Training.
- 13 and 14 October 2021. Clerk National Conference attending virtually this year due to time constraints

Agenda Items being carried forward

Due to time constraints Clerk will bring the following back to council at a later date

- Disposal of old printer
- Disposal of old laptops (all files are now stored in 'The cloud')
- Covid RA



Clerk Report The Denes Visit 27th September 2021

Present

Rob Cassidy (DBC), Peter Wright (HCC), Nikki Bugden (NMPC)

Cllrs Cobb, Berkeley, Briggs, Maddern

Summary

It was suggested that the area be split into 3 Separate projects due to timescales and that the tree planting was the most time dependant for the Jubilee commemorations.

Project 1 – to be completed by May 2022

Install tree under 'Queen's Green Canopy' initiative. (Suggestion: small tree due to location/constraints)

Rob Cassidy to take forward and to suggest type of tree/ installation costs/license requirements with HCC

Questions

- *What do we need to start the process-did we need a 'drawing' as this is just a simple installation?*
- *Do we need a license from HCC under this Queens canopy initiative?*

Project 2- Noticeboard & Cycle racks

HCC project.

Peter Wright to provide information re permission/costs

Council to shortlist noticeboard and cycle racks

Questions

- *Do we use HCC approved contractor for both or just cycle racks?*
- *What do we need to start the process-do we need a 'drawing' as this is just a simple installation?*

Project 3 -The remaining Denes Works

- Rob reviewed the area and suggested that wildflowers could be a better alternative to more formal planting. If we do continue with the option of planters, however, we'd probably need to consider a small fence to separate the car park from the seated area. Planters would need to be high level planters, rather than digging down.
- If wildflowers or bulbs are to be used, we have missed Autumn 2021 planting season
wildflower turf approx. £8 sq/m wildflower plugs £1 each.
- Council to provide Rob Cassidy with approx. budget figure for the project
- Rob can provide options of benches available for council to discuss and decide on (and taking into account the consultation already carried out via the magazine/social media)

- Rob can provide photos of examples where wildflower turf has already been used (this is not the same as the rewilding areas where grass is simply left to grow)
- Rob can provide a drawing once permission given by council and once parish council have decided on the preference of bench types and planting options (Rob to provide a quote for this cost)
- HCC to check services location and report back to Rob/Nikki
- Once drawing provided HCC can advise re permissions/legal agreements/timescales & costs. Could be approx. £2000 or more
- DBC/HCC to advise council whether a DBC contractor can be used and quote to be provided if not HCC to advise whether it may be a 'Ringway' (HCC approved contractor) project
- Council to decide the following
 - DBC officer advised against 'hard landscaping' due to maintenance
 - DBC officer suggested the option of a semi-circular 'large bench'
 - Council to decide if a telephone box is necessary if using softer landscaping, how would we install it, would it be vandalised.
 - Softer landscaping would assist with encouraging the wildlife to the bug/bee boxes.

Questions

- HCC Services check step 1
- Council to approve Rob obtaining a drawing step 2

Other Comments

- HCC Officer advised that 'no entry' signs at exit are not legally enforceable so not cost-effective
- HCC Officer to check re gulley works.
- Rewilding of the wider area opposite The Denes to be part of The Verges project – this is being investigated by the Verges group.
- Accessible slope near the exit of The Denes and works to the damaged verge previously agreed by HCC under verges phase 1 are still outstanding.

Nikki Bugden

Clerk to the Council 7th October 2021

Dacorum Borough Council Report to Parish – 6th October 2021

Highbarns/East Green Hole

I have received an update on the hole that appeared almost a year ago in Highbarns/East Green. The plan has been approved to fill the hole, and currently the various licences are being drafted between different organisations in order for the work to commence. I am hopeful that this will be resolved before the end of the year.

Nash Mills School – Road Safety

This project is still ongoing. The school is currently looking for more volunteers to work a rota for the 'school crossing patrol', so if any parish councillors would be interested in joining the team please do!

Nash Mills Wharf Weir – Safety Concerns

There has been a great deal of concern over children climbing over the railings near the weir. I have requested that the developers put up clear signage about the danger. I have also spoken to the local PCSO who will be patrolling the area.

Red Lion Lane – Car Park Project

I have received an update on this from DBC. There is a complication with redirecting the S106 monies to pay for the project, but the legal team and planning officers are working to resolve it. I will report further as I receive more information.

DBC has recently surveyed the area and has noticed that the overflow car park is only on average 60-70% occupied. I have explained that 7 spaces are for visitors with tight restrictions about revisiting within 7 days, which could explain those spaces often being vacant, and I will also be putting together an online survey for residents who park in Red Lion Lane to establish whether they are entitled to use the overflow, and if they are, why they don't. We need to establish why it isn't full to make the strongest possible case for the council car park to go ahead.

Rewilding Project

This is a very exciting project that DBC is running across the borough. On our recent parish walk about I invited the DBC officer who is rolling it out. He is really knowledgeable and enthusiastic, and offered lots of advice for The Denes revamp. I have spoken to him about getting support from DBC to 'Rewild' areas around Nash Mills and he is very keen to support this. As per my last month's report re the rewilding project in The Willows, DBC would put in signage to explain the project, solitary bee houses and bug houses. This could be a fantastic community opportunity, whereby Ras or even just groups of local residents who are keen to help (even Scouts and other community groups!) can get together to assist with planting up plug plants, either in the spring or autumn 2022. I will do all I can to support this around the community, and would ask the parish councillors to identify sunny areas on open, public land, where we could implement this. If we could compile a list before the November meeting, the BC officer may be available to come and talk to us about ideas so we can put an article in the parish magazine and gather interest.

Hertfordshire County Council Report – 4th October 2021

Red Lion Lane

I had a long meeting about the parking issues in Red Lion Lane with the Herts Highways officer who is in charge of the double yellow lines project. I have made it clear that until (and unless) the Red Lion Lane car park is built I cannot support double yellow lines along the whole stretch. He is in agreement, although he did explain that prior to me taking office the scheme had been approved. He is redesigning a scheme for me that puts in a short stretch of double yellow lines by the island and a further very short section that will provide a crossing point for tow path users. Once the Red Lion Lane situation is resolved we will work together to get yellow lines along the full length of the road.

Various Highways Matters

- **Belswains Lane** – we are looking at further safety possibilities to implement on Belswains Lane near Nash Mills School. This includes 'No Parking' signs on the pavement by the zigzags and other suggestions that are being looked in to. I have requested a safety/feasibility survey to be done near Nash Mills Wharf to see if there is any safe point to put a crossing.
- **White Lining**
The white lining in The Willows is almost invisible as it hasn't been replenished for 24 years. I have authorised this to be done as there was a small amount of my Highways Locality Budget available that had to be 'spent' immediately and this was within the budget. Please let me know as a matter of urgency if there are any more white lines that have faded really badly. It is possible that there may be enough budget left to include other sections at the same time as the cost is much less when they are grouped together.
- **Parish Walk About**
I walked around Nash Mills with parish councillors and our Herts Highways manager to look at parking issues. Most of this comes under the Verges WG but requires me to put the proposals forward, so I will continue to work with the parish council on these.

There are many other county projects I am working on but these are outside the parish! As always, I am happy to answer any questions.

Jan Maddern
County Councillor, Hemel Hempstead South East
Borough Councillor, Nash Mills

Nash Mills Parish Council
FINANCIAL SCHEDULE

Oct-21

Oct-21

Payee	Method	Description	code	Amount	Vat	Amount	Minutes ref	Inv No
SALARIES/HMRC/PENSION	SO	Oct Salaries, HMRC,Pension	Various	£ 2,244.16	£ -	£ 2,244.16		
Vodaphone	DD	Clerk's Mobile	4060	£ 14.52	£ 2.91	£ 17.43		468288397
NMVHA	SO	Hall Hire	4165	£ 36.00	£ 0	£ 36.00		
DBC	DD	Garage Rental	4175	£ 52.60	£ 10.52	£ 63.12		
Paybureau	SO	Monthly Wages Fee	4050	£ 18.00	£ 3.60	£ 21.60		nm1021
PKF	Online	External Audit	4105	£ 300.00	£ 60.00	£ 360.00		SB20211754
Eaterio	Online	Internal Audit	4105	£ 450.00	£ -	£ 450.00		37
The Defib Pad	Online	Adult & Child Defib Pads	330(EMR)	£ 140.49	£ 28.10	£ 168.59		DP34973
The Playground Inspection Company	Online	Timber Test	4160	£ 350.00	£ 70.00	£ 420.00	21111FPC	49912
The Playground Inspection Company	Online	Routine Inspection	4160	£ 100.00	£ 20.00	£ 120.00	21111fpc	49438
Lamps & Tubes	Online	Christmas Lights rental y2	4305	£ 493.68	£ 98.74	£ 592.42	20104FPC	70246
Office Depot	Online	Ink	4075	£ 30.49	£ 6.10	£ 36.59		978334173
Office Depot	Online	Paper/Binders	4075	£ 15.02	£ 3.00	£ 18.02		978331395
Nikki Bugden	Online	expenses (framing of scroll)	4305	£ 40.00	£ -	£ 40.00		5205
Total				£ 4,284.96	£ 302.97	£ 4,587.93		

Nash Mills Parish Council

Bank - Cash and Investment Reconciliation as at 30 September 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

30/09/2021	Lloyds Current A/C	9,861.67
31/08/2021	;',	80,844.25
30/07/2021	NatWest Current A/C	4,075.89
30/09/2021	Lloyds 32 Day	32,049.88
31/03/2021	Lloyds Holding Account	0.00

126,831.69

Other Cash & Bank Balances

0.00

126,831.69

All Cash & Bank Accounts

1	Lloyds Current A/C	9,861.67
2	NatWest BR	80,844.25
3	NatWest Current A/C	4,075.89
4	Lloyds 32 Day	32,049.88
5	Lloyds Holding TF Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	126,831.69

MTD Enabled - Do Not Manually Submit to HMRC

Date: 05/10/2021

Nash Mills Parish Council

Page 1

Time: 13:32

VAT Return: 01/07/2021 - 30/09/2021

User: NIKKI

<u>Source</u>	<u>Cashbook</u>	<u>Ref No</u>	<u>Date</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
Journal		18	16/07/2021		14.40	12.00	2.40
Cashbook	1		02/09/2021		32.00	26.67	5.33
Cashbook	1		09/09/2021		32.00	26.67	5.33
Cashbook	1		13/09/2021		53.33	44.44	8.89
		OUTPUT		Total Rate: S	131.73	109.78	21.95
Cashbook	2		28/05/2021		0.62	0.62	0.00
Cashbook	2		30/06/2021		0.73	0.73	0.00
Cashbook	3		30/06/2021		-1,834.38	-1,834.38	0.00
Cashbook	4		30/06/2021		0.94	0.94	0.00
Cashbook	3		07/07/2021		3,668.76	3,668.76	0.00
Cashbook	2		30/07/2021		0.66	0.66	0.00
Cashbook	4		30/07/2021		0.86	0.86	0.00
Cashbook	2		31/08/2021		0.71	0.71	0.00
Cashbook	4		31/08/2021		0.91	0.91	0.00
Cashbook	4		30/09/2021		0.86	0.86	0.00
		OUTPUT		Total Rate: Z	1,840.67	1,840.67	0.00
Cashbook	1		09/08/2021		18.60	18.60	0.00
Cashbook	1		16/08/2021		36.00	36.00	0.00
Cashbook	1		15/09/2021		36.00	36.00	0.00
Cashbook	1		16/09/2021		120.00	120.00	0.00
		INPUT		Total Rate: E	210.60	210.60	0.00
Cashbook	1		16/07/2021		290.67	242.22	48.45
Journal		18	16/07/2021		14.40	12.00	2.40
Cashbook	1		16/08/2021		10,248.18	8,540.15	1,708.03
Cashbook	1		18/08/2021		16.88	14.06	2.82
Cashbook	1		16/09/2021		525.73	438.11	87.62
Cashbook	1		18/09/2021		19.08	15.90	3.18
Cashbook	1		20/09/2021		605.94	504.95	100.99
		INPUT		Total Rate: S	11,720.88	9,767.39	1,953.49
Cashbook	1		16/07/2021		2,487.03	2,487.03	0.00
Cashbook	1		16/08/2021		2,460.99	2,460.99	0.00
Cashbook	1		16/09/2021		2,969.16	2,969.16	0.00
		INPUT		Total Rate: Z	7,917.18	7,917.18	0.00

MTD Enabled - Do Not Manually Submit to HMRC

Date: 05/10/2021

Nash Mills Parish Council

Page 2

Time: 13:32

VAT Return: 01/07/2021 - 30/09/2021

User: NIKKI

<u>Source</u>	<u>Cashbook</u>	<u>Ref No</u>	<u>Date</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
VAT Return Summary:				Total Outputs	1,972.40	1,950.45	21.95
				Total Inputs	19,848.66	17,895.17	1,953.49
VAT due in the period on sales and other outputs						Box 1	21.95
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States						2	<u>0.00</u>
Total VAT due						3	21.95
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)						4	<u>1,953.49</u>
Net VAT to reclaim from HMRC						5	<u>1,931.54</u>
Total value of sales and all other outputs excluding any VAT						6	1,950.00
Total value of purchases and all other inputs excluding any VAT						7	17,895.00
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States						8	0.00
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States						9	0.00
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States							0.00

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR - Business Expenses	17,000.00		17,000.00
321 EMR - Playpark	5,500.00		5,500.00
322 EMR - Bench and plaque	2,500.00		2,500.00
323 EMR - Election Costs 2023	3,000.00		3,000.00
324 EMR - Election Costs 2027	3,000.00		3,000.00
325 EMR - Election Costs 2030	3,000.00		3,000.00
326 EMR - Community Support	10,000.00	-300.00	9,700.00
327 EMR - Village Hall Support	1,021.60	-1,000.00	21.60
328 EMR - Verges	25,000.00	-15,000.00	10,000.00
329 EMR - Community Events	1,000.00		1,000.00
330 EMR - Projects ,Denes, Defib	10,000.00	-2,304.95	7,695.05
331 EMR - CIL (Conditional spend)	18,021.26	2,621.18	20,642.44
332 EMR - Groundworks/ DBC Grant R	1,600.00		1,600.00
333 EMR - Elections 2019 owed	0.00		0.00
336 EMR - The Denes CCTV	0.00	1,020.90	1,020.90
	<u>100,642.86</u>	<u>-14,962.87</u>	<u>85,679.99</u>



RFO Report Finance Mid-Year -30th Sept 2021

Please note that the full financial figures are listed at the back of this document.

These are from a third-party software programme and therefore are not able to be made accessible in this document.

Please contact the clerk should you require assistance.

Summary

Nash Mills Parish Council (NMPC) are halfway through the budget year and there are currently no concerns in relation to underspends or overspends under any budget category. NMPC continues to have healthy reserves and is currently mid-way through their 4-year term. Some projects are mid-implementation (Verges project/Defibrillator installation) and some are under investigation (The Denes makeover).

All projects are considered with funding as a key part of the deliberation, whether it be the use of reserves to fund them or potential external funding opportunities. The ability to cover any ongoing expenditure from the parish funds is also considered.

Mid-year Position 30th Sept 2021 (income/expenditure)

	Budget	Actual	Variance	Notes
Income	38907	43755	(4848)	£2621 CIL income unbudgeted as it is an unknown figure dependant on planning approvals. (£2621 CIL transferred into earmarked reserves) £258 Advertising income unbudgeted £1932 vat on receipts (not included in budget)
Expenditure	41604 (annual)	41038 (Half year)	566	We are nearly at full budget at our half year point due to unbudgeted expenditure for new projects. £17584 was transferred from reserves to cover for the following expenditure that was unknown at budget setting. £16779 CCTV £505 defib case £300 Grant to Willows RA. There are currently no concerns in relation to budgeted expenditure.

Please note that both headings below have taken into account that we are at the 6 month point for the 2021/22 financial year and reflect the position at this point dependent on charging frequency of expenditure category.

Budget Heading Overspends over £100 or 15% of budget (reported as per our Financial Regulations)

- 4002 -WFH Allowance. This is showing as over budget because this is a new heading and was budgeted under the main salary heading and had to be separated out for statutory financial reporting purposes only.

Budget Heading Underspends over £100 or 15% of budget (reported as per our Financial Regulations)

- 4075- Office supplies -order just placed not showing on accounts yet.
- 4105- audit fees, bill not yet paid.
- 4130 – Residents Assoc Initiatives, grants applications not yet received. Willows grant already awarded is under separate heading 4135 Grants made (perhaps amalgamate these headings next year)
- 4140 -conferences/training -COVID has restricted attendance. Annual conference in October not yet invoiced.
- 4160-Park & Misc- awaiting invoice for inspections
- 4165- Hall Hire – we originally budgeted for full hall fees but Covid restrictions meant that the cheaper zoom meetings created an underspend.
- 4305- repairs/signs/park- awaiting invoice for Christmas lights. May need to transfer use of reserves over from 4160 heading to cover full annual bill.

Summary: Whilst some budgets are showing considerable underspends at the half year point it is anticipated that most will reach full budget allocation by year end. NMPC had committed £2677 from reserves to cover an initial (projected) budgetary overspend to prevent any increase in precept and it may be that by year end this full use of reserves may not be necessary.

The current NMPC project plan/business plan is in its infancy but fulfilment of this will enable NMPC to avoid some unbudgeted expenditure in future years.

There is currently a sound process of earmarking reserves once projects are approved by council to ensure that funds are available for any proposed projects, even if the budget cannot always accurately reflect when this will require funding due to the processes involved and the time taken from conception to implementation.

Total balance held on all accounts on 30st September 2021 £ 126831.69

Please note that NMPC will require an independent Councillor sign off the bank reconciliation this month in addition to the usual signatories.

Attached

Receipts and Payments details 30092021

Bank reconciliation -All Accounts

Bank statements to support bank reconciliation (Lloyds CA, Lloyds 32 Day accounts, NatWest CA, NatWest Reserve Account)

Nikki Bugden

Clerk to the Council 5th October 2021

Detailed Receipts & Payments by Budget Heading 30th Sept 2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	28,428	28,428	(0)			100.0%	
1077 Council Tax Grant	634	0	(634)			0.0%	
1090 Bank Interest	9	100	91			8.6%	
1100 Grants Received	9,853	10,379	526			94.9%	
1110 CIL	2,621	0	(2,621)			0.0%	2,621
Income :- Receipts	41,546	38,907	(2,639)			106.8%	2,621
Net Receipts	41,546	38,907	(2,639)				
6001 less Transfer to EMR	2,621						
Movement to/(from) Gen Reserve	38,925						
<u>200</u> <u>Administration</u>							
4000 Staff Costs (Inc HMRC & Pensio	14,013	29,900	15,887		15,887	46.9%	
4002 WFH allowance & mileage	108	0	(108)		(108)	0.0%	
4050 Payroll Charges	108	228	120		120	47.4%	
4055 P.O.Box	0	300	300		300	0.0%	
4060 Communications/Mobile	124	360	236		236	34.5%	
4075 Office Supplies	36	300	264		264	12.0%	
4080 Subscriptions	949	1,100	151		151	86.3%	
4085 Insurance	736	854	118		118	86.2%	
4105 Audit Fees	0	650	650		650	0.0%	
4110 Website Maintenance	0	150	150		150	0.0%	
4115 Domain Hosting	89	80	(9)		(9)	110.9%	
4120 ICT/Licenses/IT Support	436	595	159		159	73.3%	
4130 Residents' Assoc Initiative	0	1,000	1,000		1,000	0.0%	
4135 Grants Made	300	0	(300)		(300)	0.0%	300
4140 Conferences/Training Courses	343	975	633		633	35.1%	
4160 Misc (park and misc)	125	900	775		775	13.9%	
4165 Hire Costs (Hall or Zoom)	139	404	265		265	34.3%	
4170 Tools/Covid Exp	33	200	167		167	16.6%	
4175 Garage Rent	316	663	347		347	47.6%	
Administration :- Indirect Payments	17,854	38,659	20,805	0	20,805	46.2%	300
Net Payments	(17,854)	(38,659)	(20,805)				
6000 plus Transfer from EMR	300						
Movement to/(from) Gen Reserve	(17,554)						

Detailed Receipts & Payments by Budget Heading 30th Sept 2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>250 Parish Magazine</u>							
1150 Advertising (Income)	258	0	(258)			0.0%	
Parish Magazine :- Receipts	<u>258</u>	<u>0</u>	<u>(258)</u>				<u>0</u>
4065 Parish Magazine	1,450	1,950	500		500	74.4%	
4070 Delivery of Magazine	299	360	61		61	83.0%	
Parish Magazine :- Indirect Payments	<u>1,749</u>	<u>2,310</u>	<u>561</u>	<u>0</u>	<u>561</u>	<u>75.7%</u>	<u>0</u>
Net Receipts over Payments	<u>(1,491)</u>	<u>(2,310)</u>	<u>(819)</u>				
<u>300 Projects</u>							
4300 Street Furn/Maint/CCTV/Defib	17,284	0	(17,284)		(17,284)	0.0%	17,284
4305 Repairs/signs/Park/Xmas	334	635	301		301	52.6%	
Projects :- Indirect Payments	<u>17,618</u>	<u>635</u>	<u>(16,983)</u>	<u>0</u>	<u>(16,983)</u>	<u>2774.5%</u>	<u>17,284</u>
Net Payments	<u>(17,618)</u>	<u>(635)</u>	<u>16,983</u>				
6000 plus Transfer from EMR	17,284						
Movement to/(from) Gen Reserve	<u>(334)</u>						
<u>999 VAT Data</u>							
115 VAT on Receipts	1,951	0	(1,951)			0.0%	
VAT Data :- Receipts	<u>1,951</u>	<u>0</u>	<u>(1,951)</u>				<u>0</u>
515 VAT on Payments	3,817	0	(3,817)		(3,817)	0.0%	
VAT Data :- Indirect Payments	<u>3,817</u>	<u>0</u>	<u>(3,817)</u>	<u>0</u>	<u>(3,817)</u>		<u>0</u>
Net Receipts over Payments	<u>(1,866)</u>	<u>0</u>	<u>1,866</u>				
Grand Totals:- Receipts	<u>43,755</u>	<u>38,907</u>	<u>(4,848)</u>			<u>112.5%</u>	
Payments	<u>41,038</u>	<u>41,604</u>	<u>566</u>	<u>0</u>	<u>566</u>	<u>98.6%</u>	
Net Receipts over Payments	<u>2,717</u>	<u>(2,697)</u>	<u>(5,414)</u>				
plus Transfer from EMR	17,584						
less Transfer to EMR	2,621						
Movement to/(from) Gen Reserve	<u>17,680</u>						

Nash Mills Parish Council

Bank - Cash and Investment Reconciliation as at 30 September 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

30/09/2021	Lloyds Current A/C	9,861.67
31/08/2021	;',	80,844.25
30/07/2021	NatWest Current A/C	4,075.89
30/09/2021	Lloyds 32 Day	32,049.88
31/03/2021	Lloyds Holding Account	0.00

126,831.69

Other Cash & Bank Balances

0.00

126,831.69

All Cash & Bank Accounts

1	Lloyds Current A/C	9,861.67
2	NatWest BR	80,844.25
3	NatWest Current A/C	4,075.89
4	Lloyds 32 Day	32,049.88
5	Lloyds Holding TF Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	126,831.69

Nash Mills Parish Council

Supporting Reserves Reconciliation for ANNUAL RETURN 30 September 2021

Explains the difference between boxes 7 & 8 on the Annual Return

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	<u>124,114.71</u>	<u>126,831.69</u>
200	Lloyds Current A/C	9,053.04	9,861.67
205	NatWest BR	80,840.87	80,844.25
210	NatWest Current A/C	2,176.14	4,075.89
215	Lloyds 32 Day	32,044.66	32,049.88
	Total Cash and Bank Accounts	<u>124,114.71</u>	<u>126,831.69</u>



COMMERCIAL BANKING

PRIVATE & CONFIDENTIAL

Nash Mills Parish Council
PO Box 1602
Hemel Hempstead
Hertfordshire
HP1 9ST

Lloyds Banks plc
8th Floor
33 Old Broad Street
London, EC2N 1HZ

Direct Line: 020 7158 6975
Swift: LOYD GB 22 TSY
E-mail: CBMO.MMTradeSupport@lloydsbanking.com

DEPOSIT ACCOUNT STATEMENT

From 31/08/2021 to 30/09/2021

1 October 2021

Account: 32 Day Notice Short Identification: NAMILPHGB
Account Identification: NAMILPHGB Statement: 30
Interest Rate on 30/09/2021: 0.03% Interest Payment Frequency: Daily
Account Interest Detail on 30/09/2021: Bank of England Base Rate| MINUS 7BPS | Statement Frequency: Monthly
Currency: GBP

Page 1 of 2

Table with 6 columns: Entry Date, Value Date, Narrative, Transaction Reference, Entries, Balance. Rows include interest payments and a balance brought forward.

Entry Date	Value Date	Narrative	Transaction Reference	Entries	Balance
17-Sep-21	20-Sep-21	Interest Payment		0.08 CR	32,049.59 CR
20-Sep-21	21-Sep-21	Interest Payment		0.03 CR	32,049.62 CR
21-Sep-21	22-Sep-21	Interest Payment		0.03 CR	32,049.65 CR
22-Sep-21	23-Sep-21	Interest Payment		0.03 CR	32,049.68 CR
23-Sep-21	24-Sep-21	Interest Payment		0.03 CR	32,049.71 CR
24-Sep-21	27-Sep-21	Interest Payment		0.08 CR	32,049.79 CR
27-Sep-21	28-Sep-21	Interest Payment		0.03 CR	32,049.82 CR
28-Sep-21	29-Sep-21	Interest Payment		0.03 CR	32,049.85 CR
29-Sep-21	30-Sep-21	Interest Payment		0.03 CR	32,049.88 CR
30-Sep-21	CLOSING BALANCE				32,049.88 CR

Should you have any queries about the content of this letter, please email us at CBMO.MMTradeSupport@lloydsbanking.com. Alternatively, you can telephone us on 0207 158 6975.

Deposits held with us are covered by the Financial Services Compensation Scheme (FSCS), subject to eligibility criteria.

Not all Lloyds Banking Group customers will be covered and we will write to you if we believe you are NOT covered by the scheme. Please refer to the information sheet and exclusions list at:- <https://commercialbanking.lloydsbank.com/important-information/commercial-banking-regulatory-information/>

For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk/

For further information please visit our website at www.Lloydsbank.com/Business

Nash Mills Parish Council
 PO Box 1602
 Hemel Hempstead
 Hertfordshire
 HP1 9ST

Your Account

Sort Code 30-99-21
Account Number 63289260

TREASURERS ACCOUNT

01 September 2021 to 30 September 2021

Money In	£117.33	Balance on 01 September 2021	£14,768.06
Money Out	£5,023.72	Balance on 30 September 2021	£9,861.67

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Sep 21	BETHEL REFORMED BA 06/21SOBA	FPI	32.00		14,800.06
06 Sep 21	HMRC - ACCOUNTS OF	BP		346.91	14,453.15
06 Sep 21	LPFA	BP		400.90	14,052.25
09 Sep 21	KEN HODSON COMPUTE KENHOD	FPI	32.00		14,084.25
10 Sep 21	DACORUM BC 106561108	DD		63.12	14,021.13
13 Sep 21	JAMES S SOBA PILATES RP4679969464580400 204747	FPI	53.33		14,074.46
14 Sep 21	LAMPS & TUBES ILLU 400000000818935199 INV	FPO		300.00	13,774.46
14 Sep 21	DIVERSE PRINT 100000000812660632 INV 19455	FPO		725.00	13,049.46
16 Sep 21	AMANDA CLUTSON	BP		120.00	12,929.46
16 Sep 21	HMRC - ACCOUNTS OF	BP		282.91	12,646.55
16 Sep 21	LPFA	BP		360.60	12,285.95
16 Sep 21	DAVID DREW	SO		459.11	11,826.84
16 Sep 21	NIKKI G BUGDEN	SO		1,141.54	10,685.30
16 Sep 21	PAYBUREAU	SO		21.60	10,663.70
16 Sep 21	NMVHA	SO		36.00	10,627.70
16 Sep 21	NIKKI BUGDEN SAV	BP		10.45	10,617.25

(Continued on next page)

TREASURERS ACCOUNT

Sort Code 30-99-21
Account Number 63289260

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
16 Sep 21	COMMUNICORP CLERK	BP		130.56	10,486.69
20 Sep 21	VODAFONE LTD 7040594061-1003	DD		19.08	10,467.61
30 Sep 21	WEL MEDICAL	BP		605.94	9,861.67

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			



Business Reserve Account

000
03166 01

Branch details
Hemel Hempstead Branch
9 Bank Court
Hemel Hempstead
Herts
HP1 1BS

Summary 30 Jul 2021 to 1 Sep 2021 Sheet 299

Previous balance	80,843.54
Withdrawn	0.00
Paid in	0.71
New balance	80,844.25

N35800/00634797/M 601033/03166



THE CLERK
NASH MILLS PARISH COUNCIL
PO BOX 1602
HEMEL HEMPSTEAD
HERTS
HP1 9ST

DOBAC lee

Interest rate: 0.01% Gross / 0.01% AER

Your deposit is not eligible for protection under the Financial Services Compensation Scheme (FSCS). An FSCS Information Sheet and list of exclusions will be provided to you on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

If you have changed your address or telephone number, please let us know

For Bank use

Account Number 78379067
Branch sort code 60-10-33
National Westminster Bank Plc

NASH MILLS PARISH COUNCIL
'V'

BIC NWBK GB 2L
IBAN GB03 NWBK 6010 3378 3790 67

01450161
02567 01
2



Current Account

Branch details

Hemel Hempstead Branch
9 Bank Court
Hemel Hempstead
Herts
HP1 1BS

Summary 30 Apr 2021 to 30 Jul 2021 Sheet 440

Previous balance	2,241.51
Withdrawn	0.00
Paid in	1,834.38 ✓
New balance	4,075.89

N35800/01450161/M 601033/02567



Your deposit is not eligible for protection under the Financial Services Compensation Scheme (FSCS). An FSCS Information Sheet and list of exclusions will be provided to you on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

THE CLERK
NASH MILLS PARISH COUNCIL
PO BOX 1602
HEMEL HEMPSTEAD
HERTS
HP1 9ST

-1834.38 Ax

If you have changed your address or telephone number, please let us know

For Bank use

Account Number 16371747
Branch sort code 60-10-33
National Westminster Bank Plc

NASH MILLS PARISH COUNCIL
'V'

BIC NWBK GB 2L
IBAN GB50 NWBK 6010 3316 3717 47

Detailed Receipts & Payments by Budget Heading 30th Sept 2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	28,428	28,428	(0)			100.0%	
1077 Council Tax Grant	634	0	(634)			0.0%	
1090 Bank Interest	9	100	91			8.6%	
1100 Grants Received	9,853	10,379	526			94.9%	
1110 CIL	2,621	0	(2,621)			0.0%	2,621
Income :- Receipts	41,546	38,907	(2,639)			106.8%	2,621
Net Receipts	41,546	38,907	(2,639)				
6001 less Transfer to EMR	2,621						
Movement to/(from) Gen Reserve	38,925						
<u>200</u> <u>Administration</u>							
4000 Staff Costs (Inc HMRC & Pensio	14,013	29,900	15,887		15,887	46.9%	
4002 WFH allowance & mileage	108	0	(108)		(108)	0.0%	
4050 Payroll Charges	108	228	120		120	47.4%	
4055 P.O.Box	0	300	300		300	0.0%	
4060 Communications/Mobile	124	360	236		236	34.5%	
4075 Office Supplies	36	300	264		264	12.0%	
4080 Subscriptions	949	1,100	151		151	86.3%	
4085 Insurance	736	854	118		118	86.2%	
4105 Audit Fees	0	650	650		650	0.0%	
4110 Website Maintenance	0	150	150		150	0.0%	
4115 Domain Hosting	89	80	(9)		(9)	110.9%	
4120 ICT/Licenses/IT Support	436	595	159		159	73.3%	
4130 Residents' Assoc Initiative	0	1,000	1,000		1,000	0.0%	
4135 Grants Made	300	0	(300)		(300)	0.0%	300
4140 Conferences/Training Courses	343	975	633		633	35.1%	
4160 Misc (park and misc)	125	900	775		775	13.9%	
4165 Hire Costs (Hall or Zoom)	139	404	265		265	34.3%	
4170 Tools/Covid Exp	33	200	167		167	16.6%	
4175 Garage Rent	316	663	347		347	47.6%	
Administration :- Indirect Payments	17,854	38,659	20,805	0	20,805	46.2%	300
Net Payments	(17,854)	(38,659)	(20,805)				
6000 plus Transfer from EMR	300						
Movement to/(from) Gen Reserve	(17,554)						

Detailed Receipts & Payments by Budget Heading 30th Sept 2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>250 Parish Magazine</u>							
1150 Advertising (Income)	258	0	(258)			0.0%	
Parish Magazine :- Receipts	<u>258</u>	<u>0</u>	<u>(258)</u>				<u>0</u>
4065 Parish Magazine	1,450	1,950	500		500	74.4%	
4070 Delivery of Magazine	299	360	61		61	83.0%	
Parish Magazine :- Indirect Payments	<u>1,749</u>	<u>2,310</u>	<u>561</u>	<u>0</u>	<u>561</u>	<u>75.7%</u>	<u>0</u>
Net Receipts over Payments	<u>(1,491)</u>	<u>(2,310)</u>	<u>(819)</u>				
<u>300 Projects</u>							
4300 Street Furn/Maint/CCTV/Defib	17,284	0	(17,284)		(17,284)	0.0%	17,284
4305 Repairs/signs/Park/Xmas	334	635	301		301	52.6%	
Projects :- Indirect Payments	<u>17,618</u>	<u>635</u>	<u>(16,983)</u>	<u>0</u>	<u>(16,983)</u>	<u>2774.5%</u>	<u>17,284</u>
Net Payments	<u>(17,618)</u>	<u>(635)</u>	<u>16,983</u>				
6000 plus Transfer from EMR	17,284						
Movement to/(from) Gen Reserve	<u>(334)</u>						
<u>999 VAT Data</u>							
115 VAT on Receipts	1,951	0	(1,951)			0.0%	
VAT Data :- Receipts	<u>1,951</u>	<u>0</u>	<u>(1,951)</u>				<u>0</u>
515 VAT on Payments	3,817	0	(3,817)		(3,817)	0.0%	
VAT Data :- Indirect Payments	<u>3,817</u>	<u>0</u>	<u>(3,817)</u>	<u>0</u>	<u>(3,817)</u>		<u>0</u>
Net Receipts over Payments	<u>(1,866)</u>	<u>0</u>	<u>1,866</u>				
Grand Totals:- Receipts	<u>43,755</u>	<u>38,907</u>	<u>(4,848)</u>			<u>112.5%</u>	
Payments	<u>41,038</u>	<u>41,604</u>	<u>566</u>	<u>0</u>	<u>566</u>	<u>98.6%</u>	
Net Receipts over Payments	<u>2,717</u>	<u>(2,697)</u>	<u>(5,414)</u>				
plus Transfer from EMR	17,584						
less Transfer to EMR	2,621						
Movement to/(from) Gen Reserve	<u>17,680</u>						

Ms Nikki Budgen
Nash Mills Parish Council
PO Box 1602
Hemel Hempstead
Herts
HP1 9ST

Our ref HT0074
SAAA ref SB06039

Email sba@pkf-l.com

08 September 2021

Dear Ms Budgen

Nash Mills Parish Council
Completion of the limited assurance review for the year ended 31 March 2021

We have completed our review of the Annual Governance & Accountability Return (AGAR) for Nash Mills Parish Council for the year ended 31 March 2021. Please find the external auditor report and certificate (Section 3 of the AGAR Part 3) included for your attention as another attachment to the email containing this letter along with a copy of Sections 1 and 2, on which our report is based.

The external auditor report and certificate detail any matters arising from the review. The smaller authority must consider these matters and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) as amended by the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose.
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September, which must include publication on the smaller authority's website.
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Fee

We enclose our fee note for the review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd. Please arrange for this to be paid **at the earliest opportunity**.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we were required to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR; or
- we had to seek clarification and/or correction to supporting documentation due to a mistake or omission by the smaller authority; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD. Please include the reference HT0074 or Nash Mills Parish Council as a reference when paying by BACS.

Timetable for 2021/22

Next year we plan to set a submission deadline for the return of the completed AGAR Part 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Friday 1 July 2022. It is anticipated that the instructions will be sent out during March 2022, subject to arrangements for the 2021/22 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2022, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
 - at the earliest, between Friday 3 June and Thursday 14 July 2022; and
 - at the latest, between Friday 1 July and Thursday 11 August 2022.

As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

Feedback on 2020/21

Please note that if you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: <https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/>

Yours sincerely



PKF Littlejohn LLP

Nash Mills Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
<p>1. The audit of accounts for Nash Mills Parish Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p>	<p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p>
<p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Nash Mills Parish Council on application to:</p> <p>(a) _____ _____ _____</p>	<p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p>
<p>(b) _____ _____ _____</p>	<p>(b) Insert the hours during which inspection rights may be exercised</p>
<p>3. Copies will be provided to any person on payment of £_____ (c) for each copy of the Annual Governance & Accountability Return.</p>	<p>(c) Insert a reasonable sum for copying costs</p>
<p>Announcement made by: (d) _____</p>	<p>(d) Insert the name and position of person placing the notice</p>
<p>Date of announcement: (e) _____</p>	<p>(e) Insert the date of placing of the notice</p>

Ms Nikki Budgen
Nash Mills Parish Council
PO Box 1602
Hemel Hempstead
Herts
HP1 9ST

Our ref HT0074
SAAA ref SB06039
Invoice no: SB20211754
VAT no: GB 440 4982 50

Email sba@pkf-l.com

08 September 2021

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£300.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£300.00
VAT @ 20%	£60.00
TOTAL PAYABLE	£360.00

PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD**

For payments by credit transfer, our bank details are:-

**HSBC Bank plc Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include HT0074 or Nash Mills Parish Council as the reference.**

For account queries, contact creditcontrol@pkf-l.com.

Ms Nikki Budgen
Nash Mills Parish Council
PO Box 1602
Hemel Hempstead
Herts
HP1 9ST

Our ref: HT0074
SAAA ref: SB06039
Invoice no: SB20211754
VAT no: GB 440 4982 50

Email: sba@pkf-l.com

08 September 2021

REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£300.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£300.00
VAT @ 20%	£60.00
TOTAL PAYABLE	£360.00

PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD**

For payments by credit transfer, our bank details are:-

HSBC Bank plc Sort Code: 40-02-31

Account number: 11070797

Account Name: PKF Littlejohn LLP

Please include HT0074 or Nash Mills Parish Council as the reference.

For account queries, contact creditcontrol@pkf-l.com.

Section 3 – External Auditor Report and Certificate 2020/21

In respect of

NASH MILLS PARISH COUNCIL – HT0074

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Date

07/09/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Nash Mills Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

<p>1. The audit of accounts for Nash Mills Parish Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p> <p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Nash Mills Parish Council on application to:</p> <p>(a) <u>Nikki Bugden (CLERK, RFO)</u> <u>07493 519458</u> <u>CLERK@nashmillsparishcand.gov.uk</u></p> <p>(b) <u>mon } 10am - 3pm</u> <u>Tues } 10am - 3pm</u> <u>Thurs }</u></p> <p>3. Copies will be provided to any person on payment of £1- (c) for each copy of the Annual Governance & Accountability Return.</p>	<p>Notes</p> <p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p> <p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p> <p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert the name and position of person placing the notice</p> <p>(e) Insert the date of placing of the notice</p>
<p>Announcement made by: (d) <u>Nikki Bugden (RFO)</u></p>	
<p>Date of announcement: (e) <u>20th Sept 2021</u></p>	



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>VERGES</u>	DATE:	27.09.2021
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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 resolve to agree on the recommendation of the Borough Council Officer within the Report dated 27.09.21 for **GEORGEWOOD ROAD/ Junction of Barnacres**

To resolve for Clerk to liaise with Borough Councillor, Highways and DBC on all matters, including costs, in line with the attached report so that she can keep Councillors informed as matters progress.

To receive Councillors' comments for all other areas within the Report and to determine next steps in relation to these if required.

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

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

Report dated 27.09.21 and Parish Verges Report (V7) dated 27.09.21

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



Note from VERGES Working Group meeting held on 27.09.2021

PRESENT:

Peter Wright (Highways)
Rob Cassidy (DBC)
Councillor Jan Maddern
Clerk Nikki Bugden
Councillor Alan Briggs
Councillor Michele Berkeley

Verges Schedule (V6) dated 20.08.2021 was used for the purpose of this meeting.

We had a constructive meeting and inspected all the areas as follows:

DENES - Double Height Kerb. (Repairs to the Verge with Topsoil and Seed)

PW advised that he investigate when these approved works will commence.

GEORGEWOOD ROAD - Junction of Barnacres

We discussed Double Yellow Lines and the process for a TRO (Traffic Regulation Order) and that it is expensive and could take up to 18 months with public engagement. The Parish Council cannot apply directly for at TRO but would have to be initiated by Borough Councillor. The cost implication for the TRO is around £1,600.00 plus legal costs so alternative options were discussed.

A suggestion was made by Rob Cassidy that this Verge could be adopted for 'Rewilding with Wildflowers' which he advised is currently being planted along roadside verges in Hertfordshire.

He advised that a short-term solution would be for an enforcement notice to be served by DBC to the residents.

If Council approve the scheme, then costs could be obtained for planting and Signage for associated Wildflowers could be installed.

NMPC will need to agree to this proposal.

GEORGEWOOD ROAD - Junction of Highbarns

It was recommended that as the verges are not heavily damaged, which shows occasional parking, then we should leave this for the time being and monitor over the coming months

33 & 37 MEADOW ROAD – Grasscrete both areas.

PW and JM advised that they would look into when these approved works will commence.

EAST GREEN – Grasscrete recommended for both areas.

PW advised that there did not appear to be any serious safety issues and that he recommended Grasscrete to both these areas.

A price for these works is to be obtained for further discussion.

It was agreed that it would be sensible to allow the works to be carried out on the exposed 'Hole' in this area before any Highways works could be done.

CHAMBERSBURY LANE -Junction Market Oak Lane

The verges are growing back so it was agreed to Monitor this area over the coming months.

CHAFFINCHES GREEN

PW agreed that the tarmac should be repaired and replaced at the corner and Highways would review.

PW agreed that a TRO would not be required for the standard junction protection (white lines) to be installed.

PW advised that they look into options and costs for this area as there are already Double Yellow Lines installed so an extension could be considered.

It was agreed that it would still be difficult to stop residents parking on some of the verges. JM advised that she thought that some of the land belonged to Housing.

Highways to report back.

CHAMBERSBURY LANE (above 120 past the small park)

The verges are growing back so it was agreed to Monitor this area over the coming months.

CHAMBERSBURY LANE (87-89)

The verges are growing back so it was agreed to Monitor this area over the coming months.

CHAMBERSBURY LANE (Opposite No. 10 Highbarns)

PW advised that there was no serious safety aspect at this junction as the views were not obstructed so he suggested that we could extend the Tarmac Apron to create a further 2 parking spaces or Grasscrete.

However, having reviewed Joe Guiton (DBC) email 7.12.20 he advised that Tarmac would be installed and in keeping with what is already there.

PW also suggested that the Kerb should be dropped to match the opposite side for the safety of Pedestrians crossing with pushchairs or for residents with disabilities. This should also be extended on the corner to Highbarns Road.

PW also suggested that the concrete bollards should be installed to match what is currently installed to stop parking on the corner pavement.

To be discussed with Councillors.

BARNACRES ROAD #A (514-518)

It was felt that the developers of these new houses had not provided sufficient parking which has now created over parking and the verges have been destroyed.

It was agreed that the only solution would be to be either Tarmac or Grasscrete both areas. JM advised that she would speak for Joe at DBC for further advise.

To be discussed by Councillors.

BARNACRES ROAD #B (387-425 / 423)

PW advised that works to this area have already been approved and programmed to be carried out by Highways. Double Height Kerbs will be installed and Grasscrete accordingly.

PARKING at JUNCTION CHAMBERSBURY LANE/BUNKERS ROAD

We looked at the problems that are being caused at this junction due to cars being parked on the pavement heading up the hill. This has become dangerous with cars having to regularly drive on the opposite side of the road as it is blocked by parked cars. It is a matter of time before an accident.

PW advised that Double Yellow Lines could be considered but would have to be initiated by Borough Councillor. Costs implication for TRO.

To be discussed by Councillors.

NEW CROSSING AT BUNKERS PARK ENTRANCE

PW confirmed that there is a new crossing being planned for this road and he would advise further once the design is available. JM will look into this.



DOCUMENT TO FACILITATE REVIEW OF SITES & OPTIONS BY THE FULL COUNCIL

PARISH VERGES

27/09/2021

(v7)



HCC indicative costs

- Bird beak fencing - £4,500 for 50m
- Double height kerbs - £8,900 for 50m
- Bollards -
 - £1,500 for 5 concrete
 - £1,600 for 5 timber
- Grasscrete - £15,100 for 100m²
- Converting grass verge to tarmac - £9,000 for 100m²

N.B. All values on following slides are very broadly estimated calculations.

** Lengths shown within the document are very rough estimates **



Chambersbury Lane

Opposite no 10 to Highbarns

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	***
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	



Length is 13m and we should consider both options of posts / grasscrete ?
?26m²?

Bollards - £1,500 for 5 concrete

Or

Grasscrete - £15,100 for 100m² = ?£5000?

Tarmac cost ??



Bollards here +
dropped kerb for
mobility access

09/2021: Extend tarmac to create two spaces
or GRASSCRETE



Chambersbury Lane 87-89

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	



Length is 25m

Grasscrete - £15,100 for 100m²

09/2021: Leave and review at a later date as verge has re-grown.



Chambersbury Lane above 120 past park



Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	***
DOUBLE HEIEGHT KERB	
LEAVE AS IS	

Length is 35m includes area of entrance to small park.

Grasscrete - £15,100 for 100m²

09/2021: Leave and review at a later date as verge has re-grown.



Chambersbury Lane Junction Market Oak lane

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	



Length is 14m

Bollards - £1,500 for 5
concrete

And

Grasscrete - £15,100 for
100m² = ?£5000?

09/2021: Extend tarmac and repair the
pavement



Chaffinches Green

Each length is 14m

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	***
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	

09/2021 Leave for now

09/2021: County to feedback on options and costs (Parish cannot initiate directly)

- Standard "junction protection" (white lines)
- County to investigate extension of double yellows





East Green

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	



Lengths are 32m and 21m

Grasscrete - £15,100 for 100m² = £7500

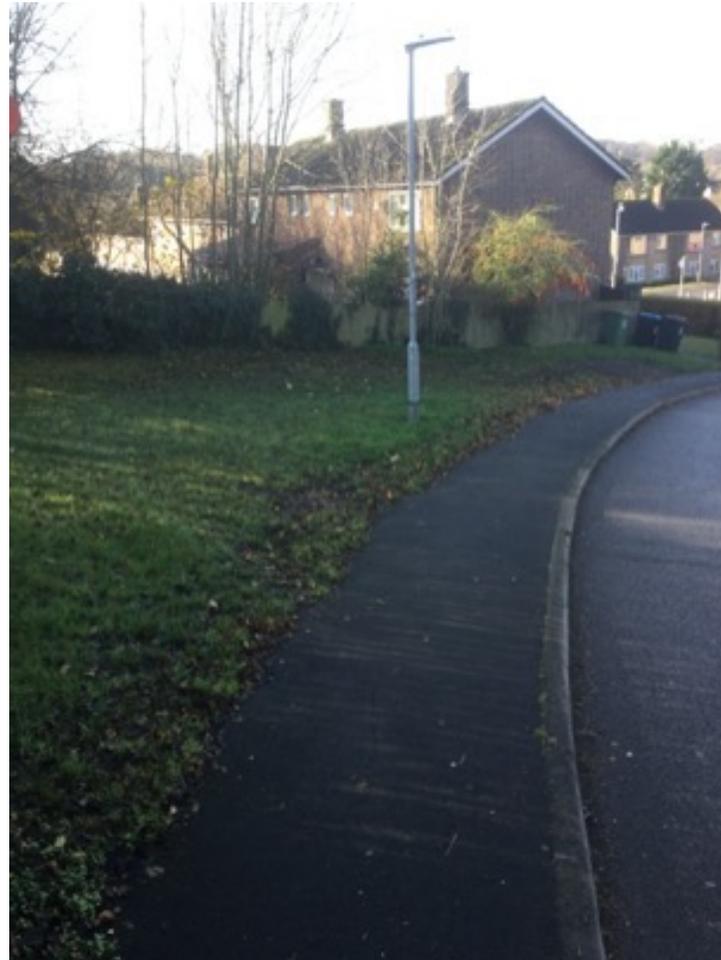
09/2021:
 AGREEMENT BY
 COUNTY TO
 GRASSCRETE ONCE
 THE 'HOLE' HAS BEEN
 COMPLETED. ASK
 HERTS HIGHWAYS TO
 ASSIST WITH THE
 FUNDING.



Georgewood Road (Junction Barnacres Road)

Length is 25m

DBC recommend enforcement in the short term then re-wilding with associated signage / posts



Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	



Georgewood Road

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	



09/2021: Leave and review at a later date



Barnacres Road #A

514-518

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	***
DOUBLE HEIEGHT KERB	
LEAVE AS IS	



Lengths are 10m and 6m

Grasscrete - £15,100 for
100m² = ?£5000?

09/2021: County to investigate and cost
TARMAC and GRASSCRETE
options



Barnacres Road #B

397-425 / 423

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	***
DOUBLE HEIGHT KERB	
LEAVE AS IS	



Lengths are 50m and 5m

Grasscrete - £15,100 for 100m² = ?£22000?

09/2021: County are installing double height kerbs and grasscrete



Chambersbury Lane Junction Bunkers Lane

Ownership	
Dacorum	
Herts	
Potential Solution(s)	
POSTS	
GRASSCRETE	
DOUBLE HEIGHT KERB	
LEAVE AS IS	



09/2021:
County to consult on double yellow lines



NASH MILLS
PARISH COUNCIL

Christmas Lights at The Denes

Adopted	
Agenda Reference	
Review Date	

Commented [CN1]: Minimal changes from version adopted by council last year, just amends to dates contained within RA to reflect 2021 dates

Introduction

NMPC are installing lights at The Denes for the first time in Winter 2020. A qualified contractor has been chosen and licenses will be signed off by HCC once they have checked that the installation, products, and contractor all confirm to required standards. Our Insurance broker has confirmed that our policy covers us but that the contractor (under their own insurance) will be liable for any claim resulting from their actions.

Commented [CN2]: Change to installing lights in Winter 2021

Risk Assessments undertaken by the Clerk and conclusions agreed by councillors. Oct 2020

Commented [CN3]: Change date to 2021

Herts County Council license received 8/10/2020 and circulated to DBC.

Commented [CN4]: Received 11/8/2021 stage one
Waiting for stage 2 update once stage 2 received.

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

Hazard	Rate Hazard	Rate Risk /Likelihood	Action Criteria		Precautions- Preventive Measures Required / Actions Required / Controls in place
Installation Accident	A	3	A3		<ul style="list-style-type: none"> Qualified contractor to be used No staff or Cllrs undertaking works in relation to installation Risk asses/licences/method statement/insurance cover all to be received from contractor
Electricity & Electrocuton	A	3	A3		<ul style="list-style-type: none"> Qualified contractor to be used Risk asses/licences/method statement/insurance cover all to be received from contractor Cables/connectors will all be out of reach of public Appropriate circuit breakers installed externally as per HCC instructions. Licences to be approved by Herts County Council (submitted 15/9) Electrical installation Certificate Number (contractor) 21773824
Damage Caused to Infrastructure By Installation	C	3	C3		<ul style="list-style-type: none"> Guidance sought from DBC Contractor method statement verified Insurance cover provided by installer
Awnings/Risk of Impact	C	3	C3		<ul style="list-style-type: none"> Liaise with café owner to request that clearance is checked prior to operation of awning.
Light Fixings Failing	B	3	B3		<ul style="list-style-type: none"> Qualified contractor to be used Risk asses/licences/method statement/insurance cover all to be received from contractor Certificate of conformity for fittings received Fixing Type: M6, Concrete Anchor with eyelet, Zinc plated 6mm drilled hole to 40mm depth with wedge anchor
Risk to Pedestrians (Lights Falling on them/Item Being Carried Becoming Tangled in Lights)	A	3	A3		<ul style="list-style-type: none"> Qualified contractor to be used Risk asses/licences/method statement/insurance cover all to be received from contractor Suitable fixings for load to be used (see above) Decorations placed at sufficient height to avoid obstruction
Nuisance to residents	C	3	C3		<ul style="list-style-type: none"> Installation and removal to take place during normal working hours Lights to be switched off by 11pm Residents and wider community notified by Facebook communications and parish newsletter Out of Hours contact Lamps& Tubes 07595 724797
Social Gatherings	C	3	C3		<ul style="list-style-type: none"> NMPC are closely monitoring current Govt Guidelines relating to Covid-19, if gatherings are not permitted then no formal 'switch on event' will take place. If gatherings are permitted NMPC will undertake a Covid-19 risk assessment and will follow the prevailing Govt. guidance at that time.

Commented [CN5]: Final licence section submitted 20/9/2021

Commented [CN6]: Add-2021 NMPC have decided no formal event to take place due to Covid-19 uncertainty

7 SEPTEMBER 2021

PC6-21 | LOCAL NATURE RECOVERY STRATEGIES

Summary

The Department for the Environment, Food and Rural Affairs (DEFRA) has recently launched a consultation into Local Nature Recovery Strategies and how to prepare for them. Local Nature Recovery Strategies are a new, England-wide system of spatial strategies that will establish priorities and map proposals for specific actions to drive nature's recovery and provide wider environmental benefits. The requirement for there to be Local Nature Recovery Strategies, what they are and how they should generally work will be established by the Environment Bill once it completes its current passage through Parliament.

The purpose of this consultation is to gather views on key questions that will help Government produce both the regulations and the guidance swiftly after the Environment Bill becomes law. The main consultation document can be downloaded [here](#). The consultation closes at DEFRA on 2 November 2021.

Context

Local Nature Recovery Strategies are a new system of spatial strategies for nature, which will cover the whole of England. They are established by clauses 100 to 104 of the Environment Bill and are designed as tools to drive more coordinated, practical and focussed action to help nature. Each Strategy will, for the area that it covers;

- agree priorities for nature's recovery,
- map the most valuable existing areas for nature
- map specific proposals for creating or improving habitat for nature and wider environmental goals.

The DEFRA Secretary of State will also appoint a "responsible authority" to lead production of each Strategy from the list of potential public bodies set out in clause 101 of the Bill. By and large they will be public bodies that will have a strong knowledge of the local area and established democratic mandates, ensuring the necessary legitimacy and status to lead a collaborative process with other local partner organisations.

This is a consultation about the preparation and implementation of Nature Recovery Strategies. We are already trying to achieve local council sector

representation on Local Nature Partnerships, in our lobbying over the Environment Bill.

NALC's current policy positions

NALC will probably be saying in its response that local councils can and should make a significant contribution to both the preparation and the implementation of these strategies.

NALC has been lobbying DEFRA and the government since January 2021 on the passage of the Environment Bill through parliament and NALC's main position on local nature recovery strategies is best evidenced by the below clause NALC drafted to ensure that the bill factored in the vital need for local councils to be consulted by responsible authorities when such strategies affecting their areas were being framed:

Partnerships for Local Nature Recovery Strategies

[New clause] 101 (7): The responsible authority for a local nature recovery strategy will consult / involve parish councils within its area in the preparation of that local nature recovery strategy.

[New clause] 101 (8): The responsible authority for a local nature recovery strategy will include representatives of parish councils within the same local nature recovery strategy area in any partnership arrangements to oversee monitoring and delivery of the local nature recovery strategy.

Explanatory note: Parish council representatives could be appointed to partnerships created to produce Local Nature Recovery Strategies by county associations of local councils - for the same partnership areas those local councils are located in. Such partnerships are created by local authorities responsible for creating a given local nature recovery strategy. Were this to be enacted, NALC would wish to see that the guidance, when published, on the local strategies, includes provision for parish councils' involvement.

NALC has signed up to the proposition that there is a climate emergency and will therefore, as a general principle, support moves and policies which help to mitigate it.

Consultation Questions

The main consultation questions NALC will be responding to in this consultation are as below and NALC seeks the views of county associations and member councils in response to these questions to help inform its own submission to DEFRA:

5. Which of the groups listed below do you consider essential for the preparation of a Local Nature Recovery Strategies?

- Local authority(s) other than the “responsible authority”, where the Strategy covers more than one Local Authority area
 - Local authorities adjacent to the Strategy areas.
- Local Nature Partnership(s), where active and geographically aligned
 - Natural England
 - The Environment Agency
 - The Forestry Commission
 - Other public bodies e.g. Highways England
- Environmental non-governmental organisations active in the Strategy area
 - National Park Authority(s), where present in the Strategy area and if not the “responsible authority”
 - Area of Outstanding National Beauty organisation(s), where present in the Strategy area
 - Local Records Centre(s), where separate from any of the other groups listed
- Local farming, forestry and landowning groups
 - Local Enterprise Partnerships
 - Utilities providers, such as water companies
- Other local business representative bodies
 - Individual landowners and land managers (including farmers, both landowners and tenants)
 - Individual businesses
 - Members of the public
 - Don’t Know.

6. Are there any organisations not listed above whose involvement you consider essential? [Yes/No/Don’t Know] If yes, which ones and why?

PARISH COUNCILS - extensive local knowledge and

9. Are you aware of specific locally-held information that would make an important contribution to the preparation of Local Nature Recovery

Strategies that you do not believe would be made available without a requirement to do so? [Yes/No/Don't Know] If yes, what information should be included?

10. How do you think neighbouring Local Nature Recovery Strategy responsible authorities should be required to work together?

- Required to inform neighbouring responsible authorities of their progress in preparing their Strategy
- Required to give information to neighbouring responsible authorities that would help them prepare their Strategy
- Required to collaborate when setting objectives for areas close to boundaries
- Left to local discretion
- Other [If other, please specify]
- Don't know

11. Should draft Local Nature Recovery Strategies be subject to a local public consultation prior to publication? [Yes/No/Don't Know]

12. Should individual landowners or managers be able to decide that land they own or manage should not be identified by a Local Nature Recovery Strategy as an area that could become of particular importance for biodiversity? [Yes/No/Don't Know]

14. How prescriptive do you think regulations made under clause 101 should be in setting out how the responsible authority should work with local partners?

- Setting broad principles only
- Setting broad principles and specific requirements on who to engage or how
- A standardised process of who to engage and how
- Don't know

NALC would be interested to hear from county associations and local councils from any of the 5 pilot areas about their experiences in contributing to the pilot strategies. These areas were: Greater Manchester Combined Authority, Buckinghamshire Council, Cornwall Council, Northumberland County Council and Cumbria County Council.

Your evidence

Please email your responses to this consultation to chris.borg@nalc.gov.uk by 17.00 on Friday 15 October, 2021. County associations are asked to forward this briefing onto all member councils in their area.

© NALC 2021

Report to Nash Mills Parish Council – Denes working group

All reports to be circulated in advance of NMPC Meeting.

<p>Agenda Items for Resolution/Decisions Needed</p> <p><i>Please list each point requiring a decision separately for inclusion on the agenda.</i></p> <p><i>Please note items not included on the agenda cannot be approved.</i></p>	<ul style="list-style-type: none">▪ Propose for clerk to apply for funding for tree at the Denes (under Queen’s canopy)▪ Consider recommended noticeboard options from WG and decide on style (plain / ornate) and size (A2 windows or larger) for quotations▪ Agree next steps and plans for the order in which next agenda items will be discussed
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Updates on actions from previous working group meeting

Corner of paving near Amy’s

- **ACTION from last meeting - Jan (as County Councillor)** - Permission from Herts Highways to add bicycle racks, noticeboard and, potentially, post box.
 - **25 August** Jan has emailed Peter Wright with an aerial screen shot with indicated locations for the various items (also including benches, tree and post box)
 - **27 Sept** Meeting with Peter Wright at the Denes. Position of items discussed and items supported, in theory, subject to official permissions
- **ACTION from last meeting - Jan (as County Councillor)** - Post box – In addition to Highways permission, Jan investigate the option to add a post box at the Denes or move one from another location to the Denes –
 - **25 August** After some research, Jan has found the place to request a post box at the Denes. If she has not response from this, she will try the sorting office to see if they can help.
 - **27 Sept** Jan had a response to say that this would be investigated to make sure that, if moved from the old post office site, there would still be a post-box within a specific distance for residents. They will decide to move it or not based on this.

Grass area - Email to Groundwork / Sunnyside / local gardener

ACTION from last meeting - Nicola – Work with Nikki (as official parish officer) to create and send an email to three potential suppliers to provide information to help with silver/gold options (i.e. improvements to what we already have). Email to include location details, rough measurements and area photo –

- **25 August** Nicola sent an email to Groundwork, Sunnyside and a local garden designer and a follow up to all three. Only the local designer replied but has not followed up since to further communication.
- **Update Sept** No follow up from these three contacts.

Actions from August working group meeting

Nicola to confirm / request the following with **Nikki**:

- whether memorial plaques have actually been agreed by full council yet.
 - **Nikki confirmed that this has not been agreed.**
- could Nikki contact Kings Langley parish clerk to find out who built the bug hotel in KL?
 - **It was the parish clerk.**
- the procedure for agreeing memorial plaques (propose names first or ask families first?)
 - **Nikki suggests that we don’t contact families until discussed by council. She suggests we have an agenda item at some point to discuss names- it could be under a very short closed session, with it the going into an open session once families have been approached. Public Bodies (Admission to Meetings) Act 1960 c.67 section 1.**
- whether Rob Cassidy already has a catalogue of benches and bins that he’s able to purchase (or where he would purchase from) so that we can ensure we shortlist the right type of items.
 - **Nikki emailed Rob and he also joined our meeting at the Denes on 27th September. He is going to look at options for benches, etc and share recommendations.**

Nicola to ask **Steve** whether he could ask his contact at Sunnyside whether they would be interested in helping with our design or creating a bug hotel and updated costs for planters.

- **Steve contacted Sunnyside and Ann responded to say that she’s passed my query onto a colleague but no response so far.**

Nicola to share relevant notice boards with the group and everyone to suggest preferences in order to shortlist for full council.

- Looking into this further, I haven't shared a shortlist in advance of full council as (based on our recommended criteria) there are a limited number of remaining options. Therefore, can I suggest that we ask for agreement from council so that Nikki can request pricing from suppliers based on the following?
 - Metal (rather than wood - for longevity and maintenance)
 - Rounded top to allow for logo display
 - Logo and council name displayed at top of board
 - Two door (each A2), side opening
 - Magnetic
- Shortlisted options to be agreed at the October meeting in order for prices to be found
 - Style of legs (straight vs ornate)
 - Size of each window – A2 (4 x A4 sheets) or larger? Should we get prices for both?
 - Colours of green or black/dark grey. Blue also available in some places I believe. (dependant on availability and considering how logo colours would be displayed)

Photos below for an idea of style and colours only. The boards will differ slightly depending on the preferred supplier based on quotes received.

Note: I assume the Bovingdon board sits futher down once installed 😊



Nicola to visit Anderson & Woodman to find out whether they (or any of their contacts) could help with designing the new area, completing any of the work or providing necessary supplies.

- I (Nicola) spoke to Dan who confirmed that they are still interested and enthusiastic. However, I explained that Rob Cassidy is going to look at a design for us as we'll go back to them when we have more detail.

Additional information – meeting at the Denes 27th September

On Monday 27th September, Peter Wright (Herts Highways) and Rob Cassidy (Dacorum Clean, Safe & Green) met Nikki (parish clerk), Jan (as county councillor), Michele, Alan and Nicola (parish councillors). The following was discussed but the clerk report provides additional information:

Queen's canopy:

- Rob recommended a small tree for the green space next to the exit, e.g., a flowering cherry, as a larger tree would damage the paving and overhang the area.

Paved area

- Permissions to be sought for installation of noticeboard and cycle racks but Peter supportive in principle. Post box will be the decision of the Royal Mail (as per Jan's action above).

Green space

- **Planters and planting (Rob)** – Rob recommended that we consider wildflower turf in the largest green area at the Denes. He mentioned that this has been used on the mounds behind the water gardens in the town. It is low maintenance as just cut once a year and flowers between April and September. More formal looking planting is still an option, but it would be better to have high level planters, rather than digging down into the ground.
- **Bench options (Rob)** – Rob will provide ideas of different benches available. He suggested an option of a large semi-circular bench which may be a nice alternative to multiple standard benches (but could still look quite traditional).
- **Bins** – not discussed.
- **Telephone box (Rob / Peter)** – if we go ahead with a red telephone box, we need to make sure it's completely secure. However, council need to determine if they wish to pursue this option and what it will be used for.
- **Bug hotels (Rob)** – Rob suggested that an area within the green space may work better for a bug hotel (rather than behind the sign). It would also be a nice combination with wildflowers.
- **Road signs (Rob)** – The Denes Road signs need to be replaced. Rob provided the name at Dacorum to request this.
- **Green space opposite the Denes (Rob)** – There was some discussion about rewilding on this area – to be picked up by the Verges working group to consider options.
- **Drawing / artist impression** – Once we agree the details, Rob can arrange for a drawing to be done for us to share with residents (cost to be confirmed, approximately £100)
- **Permissions (Peter)** – Once we have a plan / drawing, Peter can pursue the permissions and legal requirements.
- **Rewilding (Rob)** – Rewilding for the green area at the shops was disregarded. However, it will be discussed as a potential consideration for the green space on the corner of Barnacres and Georgewood (Verges WG).

Wildflower turf image (from internet)



Rewilding – example from Chambersbury Lane



Next Steps

Agenda items for October: Queen's canopy and shortlist of noticeboards

WG meeting mid-October: Discuss planting options, shortlist benches and discuss memorials

Agenda items for November: WG considerations for planting (potentially work with verges WG to align with plans for opposite corner), memorial benches, decision on bench. Request drawing from Rob.

For later discussion: Telephone box – working group to discuss and shortlist ideas so that council can determine whether this should be purchased. Ideas could be shared with residents to gain thoughts.



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>29/09/2021</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 the County Council feedback and to agree whether NMPC wishes to pursue this project.

If agreed to pursue, to consider and agree the options and associated costs:

1. Request an extension of the speed and volume survey anticipated to be conducted outside the school
2. To request and fund a speed and volume survey
3. To consult the public about the concept of a 20mph zone and the funding of a speed and volume survey

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 recent pedestrian accident on Belswains Lane has brought into focus the wider issues of traffic speed on Belswains Lane and Barnacres Road which make them often difficult to cross as a pedestrian and for vehicle access from joining roads.

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

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

County Council quotations to be obtained for option 1.

Approx. cost for S&V survey for option 2 £300

No additional cost for option 3 short term

Full Council Action List

Sept 2021 (post Meeting)

Actions from Most Recent Meeting	Comment
Coffee Van-Cllr Cobb	Actioned
Cake-Cllr Maddern	
NALC consultation – Cllr Briggs W/G	WG meeting booked
Aims/Vision-Modify-Cllr Cobb	Actioned
Awaiting Further Updates	
Photo Authorisation form required (to accompany RA)	LB
Cllr Cobb obtaining feedback re advertisements	NC
Clerk Actions (Most Recent Meeting Information Only)	In addition to standard duties
Contact DBC/HCC for Defib sign permissions	In progress emailed 13/8
Complete DBC Licence process for defib	Actioned
Draft Sept Minutes & upload to web	Actioned
Draft and submit planning comments for Sept x 4	Actioned
Update action list	Actioned
Minutes to website for Aug	Actioned
Arrange for monthly payments to be made	Actioned
Key pension return	Actioned
Cllr Berkeley and Cllr Bayley/Cllr Maddern to sign fin docs where applicable	Outstanding
Arrange for Cllr Bayley to sign off all remote meeting documents	Outstanding
Update W/G register (NALC response)	Actioned
CCTV visit -request	Outstanding Email sent 10/8
Report to Hall re concerns	Outstanding
Bunkers benches/bins/permissions/lease	In progress. School emailed 13/8 waiting for Bursar to return
Signage	In progress Emailed 12/8
Resi-d test	Booked End Sept (21 st)
Tree permissions/liaise with The Denes W/G lead	Emailed Site visit being arranged with DBC Officer coordinating Jubilee
Local Council Award Scheme	
Advise Christmas light timings	Actioned
Chase grant application (P&CC)	Chased 16/9 decision expected mid- October
Monitor appeal for Nash House	
Check hall timings for 11 th October	Actioned
Circulate staff leave	Actioned
Clerk ongoing actions (longer term)	

NatWest online banking	In progress
Add Cllr Berkeley as bank signatory	Once online banking finalised
Investigate web accessibility report/EU reference	Ongoing working through plan
Long Term Actions No Immediate Resolution (Reminders)	
Projector screen	JM
War Memorial (status review before handover)	
Borough Councillor Actions/ County Councillor Actions	
JM to contact Steve Barnes re: ticket meter. (ongoing)	JM (Borough) ongoing
Gulleys @ The Denes	JM (Borough) ongoing
Georgewood Steps (repairs)	JM
Road markings at Red Lion Lane/London Road fading	JM (County)
Surface water run off at Bunkers Lane	JM (Borough)