



Full Parish Council Meeting Minutes

11th October 2021 8.00pm

held at Nash Mills Village Hall

Present

Councillor Lisa Bayley (Chairman)

Councillor Jan Maddern

Councillor Michele Berkeley

Councillor Alan Briggs

Councillor Nicola Cobb

Councillor Mandy Lester

In Attendance

Nikki Bugden (Clerk)

21/133/FPC Apologies

Apologies received from Cllr Steve Roberts and Cllr Emily Tout.

PCSO Keir Simpson sent apologies.

21/134/FPC Interests

To receive any declarations of interest for items on the agenda or requests for dispensation.

Cllr Nicola Cobb asked for her interest to be noted in planning agenda item 21/138/FPC

21/135/FPC Minutes

To confirm the minutes of the following Meeting(s) as a true and accurate record of proceedings.

13th September 2021

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that the minutes of the 13th Sept are a true and accurate record of proceedings, and they were duly signed by the Chairman. Unanimous decision.

21/136/FPC Reports to Council (information only no actions arising unless separately detailed below)

Crime Report (PCSO Keir Simpson) **Appendix 1**

Clerk Report- circulated. **Appendix 2**

County & Borough Councillor Report **Appendix 3**

All reports were received. Questions arising from the clerk report relating to complaints have been received re parking at The Denes. Parking restrictions are still being investigated by B/Cllr Maddern and Dacorum Borough Council but in the meantime the clerk is to write to all shops requesting that staff are reminded that there is sufficient parking at the rear of the shops for staff to use. This will enable customers to use the front parking.

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

21/137/FPC Public Issues/Participation

No public present

PLANNING & CONSULTATIONS

21/138/FPC Planning Applications

To consider and approve the Parish Council's response to the following planning applications received since last meeting up to 4th October 2021.

[21/03489/FUL | Proposed detached bungalow Land to The Rear Of 9 Chambersbury Lane](#)

At this point Cllr Cobb left the room before any discussion due to an interest declared.

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley that Nash Mills Parish Council **OBJECT** to this application. Grounds for decision are based on overdevelopment and impact of that overdevelopment, full objection will be submitted on the DBC portal. Planning officer will also be requested to investigate inconsistencies in application form and plans submitted, along with whether there will be any provision for an electric vehicle charging point in line with the new parking standards. Unanimous decision.

Cllr Cobb re-joined the meeting

To consider any planning applications received during the period after which the agenda was published. 5th October 2021- 11th October 2021. None received

21/139/FPC Consultations. (Clerk to advise)

None received

21/140/FPC Development Management Committee (to consider any actions required)

No actions required.

21/141/FPC Planning Information/Updates from Clerk. (Clerk to advise)

To determine any actions that may be required in relation to the Nash House Appellants statements that have now been received (forwarded when received by DBC 29/9/2021, circulated to councillors).

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that no further action be taken at this stage. Unanimous decision.

FINANCE

21/142/FPC Monthly Financial Matters Appendix 5 (a-g)

a. To authorise payments to be made. (Monthly schedule attached)

Resolved, proposed Cllr Maddern, seconded Cllr Cobb that the payments as listed below be authorised and paid from the account. Unanimous decision. Cllr Maddern and Cllr Bayley to authorise. Cllr Lester to be the additional Councillor sign off on the schedule and bank reconciliation this month in line with NMPC internal controls.

Payee	Description	Amount	Vat	Amount
SALARIES/HMRC/PENSION	Oct Salaries, HMRC, Pension	£ 2,244.16	£ -	£ 2,244.16
Vodafone	Clerk's Mobile	£ 14.52	£ 2.91	£ 17.43
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
PKF	External Audit	£ 300.00	£ 60.00	£ 360.00
Etaerio	Internal Audit	£ 450.00	£ -	£ 450.00
The Defib Pad	Adult & Child Defib Pads	£ 140.49	£ 28.10	£ 168.59
The Playground Inspection Company	Timber Test	£ 350.00	£ 70.00	£ 420.00
The Playground Inspection Company	Routine Inspection	£ 100.00	£ 20.00	£ 120.00

Lamps & Tubes	Christmas Lights rental y2	£ 493.68	£ 98.74	£ 592.42
Office Depot	Ink	£ 30.49	£ 6.10	£ 36.59
Office Depot	Paper/Binders	£ 15.02	£ 3.00	£ 18.02
Nikki Bugden	expenses (framing of scroll)	£ 40.00	£ -	£ 40.00
Total		£ 4,284.96	£ 302.97	£ 4,587.93

b. To receive month end reconciliation (£126831.69 incl reserves)

Lloyds CA	£9861.67	30/09/2021
Lloyds 32 Day	£32049.88	30/09/2021
NatWest CA	£4075.89	30/07/2021
NatWest BR	£80844.25	31/08/2021

- c. To receive VAT submission up to 30th September 2021
- d. To receive and approve the updated asset register as of 30th September 2021 (£17147.01)
- e. To receive and note the updated reserve balances on 30th September 2021
- f. To receive the budget report and to note the budget position on 30th September 2021
- g. To receive the statutory receipts and payments as of 30th September 2021

Resolved, proposed Cllr Maddern, seconded Cllr Cobb that items b-g above be received noted and approved and that the asset register be adopted by council. Unanimous decision. Unanimous decision.

21/143/FPC Closure of Audit 2020/21 Appendix 6a-c

- a. To note the confirmation of conclusion of audit from PKF Littlejohn for audit year 2020/21
- b. To receive and note the external auditors report with any comments/actions arising for audit year 2020/21

Resolved, proposed Cllr Maddern, seconded Cllr Bayley that NMPC receive and note the conclusion of audit and the auditor's report for 2020/21, no further actions arising. Unanimous decision.

- c. To note that the annual governance statements and the statutory notice were published in accordance with statutory requirements (prior to 30th September 2021)

Noted.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

21/144/FPC The Verges Working Group Appendix 7 (Cllr Berkeley)

- a. To receive the working group report and supporting documents.

Received.

- b. To resolve to agree on the recommendation of the borough council officer within the report dated 27.09.21 (attached) for Georgewood Road/ junction of Barnacres

A discussion was held. Councillors were advised of recommendations from the Dacorum Borough Council Officer.

Resolved, proposed Cllr Berkeley, seconded Cllr Lester that the suggested wildflower planting scheme be approved and that NMPC work with Dacorum Borough Council to arrange implementation of this. Planting location to be the section of Georgewood Road (left hand side as you drive down to Barnacres Road) that is currently being damaged by parking. Unanimous decision.

- c. 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.

Resolved, proposed Cllr Berkeley, seconded Cllr Lester that the clerk facilitates the next stage of investigations in line with the circulated verges report and recommendations. Unanimous decision.

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

Resolved, proposed Cllr Berkeley, seconded Cllr Lester that all remaining matters will be brought back to council once the clerk has more updated information. Working Group report to be updated with a change to the 10 Highbarns/Chambersbury Lane location to be amended to offer more clarity. Unanimous decision.

21/145/FPC Remembrance Day 2021

- a. To determine how NMPC wish to commemorate Remembrance Day 2021.

A discussion was held regarding the safety of a proposed commemoration due to the current pandemic. It was felt that as the event would be conducted outside this, along with appropriate social distancing, would mitigate any risk, however that attendees would come at their own risk. B/Cllr Maddern commented that Dacorum Borough Council would be holding their usual event this year.

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that NMPC would hold the usual commemoration with Cllr Maddern leading. Clerk to notify usual attendees, update the risk assessment and to check with our insurer. Cllr Maddern to mark out areas for attendees to stand and signage to be placed on the gate. Tommies to be placed 'in-situ'. Cllr Roberts to be asked if he will be available to play the tribute. Appropriate social distancing for music to be noted. Unanimous decision.

- b. To instruct the clerk to order 2x memorial wreaths

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the clerk may purchase the two wreaths. One for Gilman Dorr Blake memorial, one for Dickinson's memorial. Unanimous decision.

21/146/FPC Christmas Lights RA Appendix 8

- a. To receive the risk assessment updated for the 2021 season and to consider any comments arising
- b. To adopt the risk assessment

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that NMPC receive and adopt the RA with the changes suggested by the clerk. Unanimous decision.

21/147/FPC NALC Biodiversity Consultation Working Group Appendix 9 (Cllr Briggs)

To receive the working group recommendations and to approve the formal NMPC response

Resolved, proposed Cllr Briggs, seconded Cllr Cobb that NMPC accept the working group responses as listed in the appendix and the clerk submits the responses accordingly. Unanimous decision.

21/148/FPC The Denes & Jubilee Working Group Appendix 10 (Cllr Cobb)

- a. To receive the working group report/site visit update
Report received.
- b. To resolve whether the clerk should apply for grant funding from HCC in relation to the Queens Canopy initiative.

Resolved, proposed Cllr Cobb, seconded Cllr Berkeley that the clerk apply for HCC grant funding for a commemorative tree near to the exit at the Denes. Unanimous decision.

c. To determine the preferred style of the new parish noticeboard to enable quotations to be obtained.

Resolved, proposed Cllr Cobb, seconded Cllr Bayley that the clerk liaise with Cllr Cobb to investigate costings and designs for a new notice board for comparison by council. Criteria: Metal, black and dark green examples. Black and white background examples. Arched top with decorative legs with council logo. Side opening doors, magnetic board, largest size possible.

d. To consider the next steps in this project and the proposed timings of these.

A discussion was held regarding the urgency of obtaining a drawing to enable further investigations re project viability to be undertaken with Herts County Council and Dacorum Borough Council. The working group have received no responses from enquiries made to local designers and organisations. The DBC officer offered his services and access to his designers during the recent site visit.

Resolved, proposed Cllr Cobb, seconded Cllr Bayley that clerk liaise with Cllr Cobb and the DBC Officer to obtain a drawing of the proposal with 2 versions. One showing NMPC desired outcome and one with DBC Officer's suggestions. Cost for design drafting approved under clerks delegated authority to spend. Unanimous decision.

21/149/FPC Road Safety/ 20 mph Scheme Appendix 11 (Cllr Briggs)

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:

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

A discussion was held and whilst Cllrs overwhelmingly share concerns regarding the speeding within the parish it was felt that as this matter was currently being investigated in some parts by the County Cllr that any additional schemes or investigations by NMPC should wait until there is more information available about the outcome of these C/Cllr proposals.

Resolved, proposed Cllr Briggs, seconded Cllr Maddern that the matter be deferred for the time being and Cllr Briggs will bring back to the agenda when appropriate. Unanimous decision.

At this juncture (10pm) discussion was suspended and it was Resolved, proposed Cllr Bayley, seconded Cllr Maddern that we suspend the Standing order 3 (x) to allow for the continuation of our meeting beyond the 2hr/10pm cut-off to cover urgent matters left on the agenda. Unanimous decision

21/150/FPC Personnel Committee

To note that the meeting scheduled for 7th October 2021 was deferred due to being inquorate and will be rescheduled.

Noted.

21/151/FPC Action list Appendix 12 (for information only)

All Cllrs received in advance no action required

Our next meeting will be held Monday 8th November 2021, 8.00pm, agenda items to clerk no later than Thursday 28th October please.

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Chairman 8th November 2021