



Full Parish Council Meeting Minutes

8th November 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

Councillor Steve Roberts

In Attendance

Nikki Bugden (Clerk)

1 member of the public

21/152/FPC Apologies

No Apologies received.

Cllr Emily Tout not present

Cllr Jan Maddern arrived at 8.05pm during agenda item 21/156/FPC

21/153FPC Interests

No declarations of interest declared at this juncture; however, they were declared at agenda point 21/167/FPC. Cllr Maddern, Cllr Cobb as NMVHA members.

21/154/FPC Minutes

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

11th October 2021

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the minutes of the 11th October 2021 are a true and accurate record of proceedings, and they were duly signed by the Chairman. Majority decision.

21/155/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**

Reports received. Question arising from the B/Cllr report and as the B/Cllr was not present at this point an update is to be sought by the clerk in relation to the proposed Red Lion Lane car park.

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

21/156/FPC Public Issues/Participation

The Dacorum Borough Council (DBC) Parks & Open Spaces Officer gave an explanation regarding DBC plans to increase biodiversity within the district with the use of 're-wilding' options. He was seeking parish support to enable areas within Nash Mills to be considered for various schemes, the first of which would see the cutting regime reduced to enable flora and fauna to thrive. This scheme could then be further enhanced depending on the results that the parish wanted to strive to achieve. DBC currently have approximately 26 hectares of managed bio-diverse projects. Should NMPC decide that this is an option within the parish then DBC would conduct surveys to create a benchmark to enable the efficacy of the scheme to be measured. DBC would work with the parish to appraise locations where the biodiversity could be accommodated. The proposals would include signage and communication with residents to fully explain the purpose of the scheme and the benefits to the locality.

At this point the Chairman moved agenda item 21/166/FPC to this point to enable the DBC Officer to answer any questions as they arise.

21/166/FPC Rewilding (Cllr Maddern)

- a. To discuss the content of the presentation by the DBC Officer and to determine whether NMPC wish to resolve to take any actions in relation to 'rewilding' within Nash Mills.

Resolved, proposed Cllr Maddern, seconded Cllr Roberts that NMPC support the rewilding project.

Unanimous decision.

- b. If NMPC decide to proceed to determine project areas.
- c. To determine any associated financial earmarking in relation to the project.

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that items b, c be deferred but that Cllrs send across suggested locations by email to the clerk for collation. Clerk to investigate permission for rewilding within Bunkers Lane Play Park with the landowner. Clerk to investigate DBC grant options. Unanimous decision.

PLANNING & CONSULTATIONS

21/157/FPC Planning Applications

To consider and approve the Parish Council's response to the following planning applications received since last meeting up to 1st November 2021.

[21/04000/FHA | 14 Longdean Park HP3 8BZ](#)

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley that NMPC offer no objection. Unanimous decision.

[21/04109/FHA | 1 Frances Mews HP3 9GR](#)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that NMPC offer no objection. Unanimous decision.

To consider any planning applications received during the period after which the agenda was published. 1st November 2021- 8th November 2021.

None

21/158/FPC Consultations. (Clerk to advise)

None

21/159/FPC Development Management Committee (to consider any actions required)

None

21/160/FPC Planning Information/Updates from Clerk. (Clerk to advise)

None

FINANCE

21/161/FPC Monthly Financial Matters Appendix 5 (a-e)

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

Resolved, proposed Cllr Maddern, seconded Cllr Cobb that the payment schedule as below be authorised and paid. Cllr Bayley and Cllr Maddern to sign off payments. Unanimous decision.

Nov-21						
Payee	Description	Amount	Vat	Amount	Minutes ref	Inv No
SALARIES/HMRC/PENSION	Nov Salaries, HMRC,Pension	£ 2,244.16		£ 2,244.16		
Vodafone	Clerk's Mobile	£ 14.52	£ 2.91	£ 17.43		
NMVHA	Hall Hire	£ 36.00	0	£ 36.00		
DBC	Garage Rental	£ 52.60	£ 10.52	£ 63.12		
Paybureau	Monthly Wages Fee	£ 18.00	£ 3.60	£ 21.60		nm1121
KG Electrical	Defib Installation	£ 445.00	£ 89.00	£ 534.00	21187FPC	4294
Le Quench	Refreshments for Presentation	£ 100.00	£ -	£ 100.00	21131FPC	1
Zafety	Defib Signs	£ 20.45	£ 4.09	£ 24.54	21187/FPC	24753
SLCC	National Conference	£ 100.00	£ 20.00	£ 120.00		bk203715-1
Nikki Bugden (expenses)	Wreaths	£ 40.00		£ 40.00		
Nikki Bugden (expenses)	Bag for Defib Accessories	£ 2.58	£ 0.51	£ 3.09		
J Maddern (expenses)	Cakes for presentation	£ 37.30	£ -	£ 37.30	21131FPC	107
Total		£ 3,110.61	£ 130.63	£ 3,241.24		

b. To receive month end reconciliation

c. To receive and approve the updated Community Infrastructure Levy balance.

d. To note that the additional works relating to the Defibrillator and the impact on the invoice (additional conduit). An additional £50 was spent due to vandalism concerns relating to the wiring.

e. To note that the clerk has authorised a transfer from the Lloyds deposit account to increase current account balance to cover expenditure.

Resolved, proposed Cllr Maddern, seconded Cllr Berkeley that items b-e be received and approved. Unanimous decision.

21/162/FPC Budget Setting 2022/23 Appendix 6

a. To consider the first budget draft (circulated in advance), the clerk report and recommendations (circulated in advance) and to determine the next steps in preparation for final version being brought to council December 2021.

A discussion was held. Council agreed with the clerk's suggestions relating to the decrease in the grants to be awarded, staff training, and the reallocation of the Adobe licence costs and that the expenditure for the parish magazine be revisited to ascertain whether costs could be cut or income increased. Council noted the clerk's recommendations that it was not sustainable for the shortfall to be wholly covered by reserves.

Resolved, proposed Cllr Maddern, seconded Cllr Bayley that the clerk reworks the figures with consideration for an increase to the required precept to cover the anticipated budget shortfall, 50% of any shortfall should be covered by reserves. Unanimous decision.

STATUTORY MATTERS

21/163/FPC To Receive and Adopt the Risk Assessments Listed Below

- a. Remembrance Day Risk Assessment **Appendix 7**
- b. Defibrillator Risk Assessment **Appendix 8**

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the risk assessments be adopted with the clerk's suggested amendments. Unanimous decision.

21/164/FPC Audit/Internal Controls Appendix 9

- a. To Resolve to Confirm the Effectiveness of The System of Internal Controls 2021/22
- b. To Confirm the Effectiveness of The Internal Audit Process.

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that NMPC evidenced an ongoing system of effective internal controls for 2021/22 and that the internal audit process was conducted appropriately with subsequent actions arising being implemented. Unanimous decision.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

21/165/FPC The Vision/Aims Working Group Appendix 10 (Cllr Cobb)

- a. To consider and if approved adopt the NMPC Action plan.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that NMPC adopt the plan as supplied in appendix 10. Unanimous decision.

21/167/FPC Defibrillator

- a. To determine whether NMPC wish to donate the spare defibrillator case purchased June 2018 to Nash Mills Village Hall Association now that a lockable cabinet has been purchased.

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that NMPC offer the case to NMMVHA. Unanimous decision.

- b. To authorise the clerk to work with Cllr Briggs to arrange for a 'contact network' to hold spare pads/carry out checks whilst the clerk or warden are on leave/out of the office.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that NMPC store the pads temporarily with Cllr Cobb whilst the clerk is on leave, that a longer-term solution be investigated for future occasions and that the distribution group (Cllr Briggs, Warden, Clerk, Cllr Cobb) be approved. Unanimous decision.

21/168/FPC Action list Appendix 12 (for information only)

Information only;

Question raised regarding the Asset of Community Value Working group-meeting to be arranged by group lead (Cllr Maddern)

Question raised re the events photo authorisation form. Cllr Bayley to arrange once events are back up and running post Covid-19

Our next meeting will be held Monday 13th December 2021, 8.00pm, agenda items to clerk no later than Thursday 2nd December please.

Meeting closed 21.32.

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Chairman

13th December 2021