



NASH MILLS

PARISH COUNCIL

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Councillors Lisa Bayley, Jan Maddern, Michele Berkeley, Alan Briggs, Nicola Cobb, Mandy Lester, Steve Roberts, Emily Tout

are hereby summoned to attend.

Nash Mills Parish Council Meeting Monday 10th October 2022 7.00pm

Nash Mills Village Hall, Lower Road, Hemel Hempstead.

To transact the business on the following agenda

PLEASE NOTE- SAFETY ADVICE AND IMPORTANT INFORMATION BELOW

Members of the public and press are allowed by legislation to attend a parish council meeting.

All supporting information and any decisions made will be available on our website.

Please note that meetings may be recorded.

Nikki Bugden

Mrs N Bugden

Clerk to Nash Mills Parish Council – 3/10/2022

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting. Please see our website or contact the clerk for accompanying reports.

HM Queen Elizabeth II

Prior to the commencement of the meeting a one-minute silence will be observed to pay respects to HM Queen Elizabeth II following her death on 8th September 2022

AGENDA

Please note that this agenda contains all items deferred from the cancelled September meeting.

22/106/FPC Election of Chairman for the meeting

22/107/FPC Apologies

To receive apologies.

22/108/FPC Interests

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

22/109/FPC Minutes

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

11th July 2022

22/110/FPC Reports to Council (information only no actions arising unless separately detailed below)
Crime Report (PCSO Alex Simpson) **Appendix 1**

Clerk Report- circulated. **Appendix 2a**

GDPR- To note that the clerk has undertaken an audit of data held and has contacted all councillors and magazine advertisers and contributors to update their data consent forms. **Appendix 2b**

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

22/111/FPC Public Issues/Participation

Members of the public can raise matters of concern or items for discussion pertinent to the agenda. Should you wish to speak during public participation regarding an item on this agenda **please pre-register with the clerk by 9am on the Thursday before the meeting** to reserve your 3-minute slot. Please note that there are 15 minutes maximum overall in this section and slots are allocated on a first come first serve basis. Comments relating to items not on the agenda may be circulated to council by alternate means upon request to the clerk.

PLANNING & CONSULTATIONS- Cllr Briggs

22/112/FPC Planning Applications

To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 5th October 2022.

[22/02821/FHA | Two storey side extension, front porch and alterations | 41 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8AZ \(dacorum.gov.uk\)](#)

[22/02766/LDP | Conversion of garage to habitable space and associated fenestration alterations | 7 Bittern Close Hemel Hempstead Hertfordshire HP3 9FQ \(dacorum.gov.uk\)](#)

[22/02333/MFA | Proposed demolition of existing buildings, and redevelopment to provide within buildings up to 5 storeys, office floorspace \(Use Class E\(g\)\(i\)\), Retirement Living Plus \(Extra Care\) units \(Use Class C2\) and residential units \(Use Class C3\), together with widening of public footway, associated public realm, landscaping, car parking and servicing arrangements, cycle parking and stores, and all other associated and ancillary works | Apsley Two Brindley Way Hemel Hempstead Hertfordshire HP3 9BF \(dacorum.gov.uk\)](#)

[22/02738/FUL | Conversion of basement into 1-bedroom flat with additional parking space detail. \(Resubmission of 20/02550/FUL\) | Nash House Dickinson Square Hemel Hempstead Hertfordshire HP3 9GT \(dacorum.gov.uk\)](#)

[22/02738/FUL | Conversion of basement into 1-bedroom flat with additional parking space detail. \(Resubmission of 20/02550/FUL\) | Nash House Dickinson Square Hemel Hempstead Hertfordshire HP3 9GT \(dacorum.gov.uk\)](#)

To consider and approve any Parish Council responses to any planning applications received during the period after which the agenda was published.

6th October 2022- 10th October 2022 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here [Planning Search \(dacorum.gov.uk\)](#)

22/113/FPC Consultations. (Clerk to advise)

To consider and decide actions (if any) to be taken by NMPC in relation to any consultations received.

- **Informal statutory consultation: proposed parking restriction alterations on The Denes, Hemel Hempstead Appendix 3 (circulated in advance)**
- **Hertfordshire Minerals and Waste Local Plan Draft Plan Consultation – 22 July 2022 to 30 September 2022 (circulated in advance)**
- **Consultation on SW Herts Joint Strategic Plan 2050 [Southwest Hertfordshire 2050 - Realising our Potential | SW Herts Joint Strategic Plan \(swhertsplan.com\)](#) (closing date 5pm on 4th November 2022).**

22/114/FPC DBC Development Management Committee Meeting (DMC)

To consider any actions arising from DMC cases (as required, Clerk to advise)

22/115/FPC Planning Information/Updates from Clerk. (Clerk to advise)

To note that following an email review NMPC did not comment on the following planning cases and that the consultation periods have now expired.

[22/02346/FHA | Construction of garage. | 13 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8AY \(dacorum.gov.uk\)](#)

[22/02516/ROC | Variation of condition 9 \(Construction Management Plan\) attached to planning permission 21/00858/ROC \(Variation of Condition 2 \(Approved Plans\) Attached to Planning Permission 20/01355/MFA \(Full Planning Application for the construction of a single storey, single chapel crematorium with associated parking, landscaping and infrastructure.\)\) | Land South of Bedmond Road Hemel Hempstead Hertfordshire HP3 8LL \(dacorum.gov.uk\)](#)

[22/02851/NMA | Nonmaterial amendment attached to planning application 20/04055/FHA \(Part two storey, part first floor alterations, two storey front extension, alterations and remodelling of existing dwelling and construction of rear canopy.\) | 3 Highclere Drive Hemel Hempstead Hertfordshire HP3 8BT \(dacorum.gov.uk\)](#)

FINANCE

22/116/FPC Grant applications Willows Residents Association. Appendix 4

To consider the grant application and supporting documents in line with the NMPC grant policy and to determine the outcome.

22/117/FPC Conclusion of Audit 2021/22. Appendix 5, 5a

To receive, note and approve the External Auditor report and the 'Notice of Conclusion of Audit' from the external auditor.

To confirm that the notice of conclusion and all supporting information is now being displayed as legally required (prior to 30th Sept 2022)

22/118/FPC Annual Review of the Effectiveness Internal Controls and Internal Audit. Appendix 6 a, b

To determine whether NMPC have an effective system of internal controls in place supported by a sound internal audit process.

22/119/FPC Monthly Financial Matters Appendices 7a-h

- a. To ratify contractual payments made under delegated powers August 2022 (signed off by Cllr Bayley and Cllr Berkeley) and Sept 2022 (signed off by Cllr Maddern and Cllr Berkeley)
- b. To authorise payments to be made. (Oct monthly schedule attached) Additional signatory required for internal controls.
- c. To authorise a transfer of £415.00 from EMR Business Expenses (320) to EMR Bench & Plaque (322) to cover negative balance
- d. To receive and approve the income and expenditure up to 30th Sept 2022
- e. To receive and approve the bank reconciliation up to 30th Sept 2022
- f. To note that the pension returns for August, September, October have been made
- g. Budget setting 2023/24 to receive any initial comments/suggestions for draft budget
- h. To consider the option to opt out of the SAAA central external auditor appointment arrangements (clerk report attached)
- i. To receive the updated asset register
- j. To receive the quarter end RFO report (Sept 2022)

STATUTORY MATTERS

22/120/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

- Health and Safety Policy (new)
- Training and Development Policy (new)
- Information & Data Protection Policy (new)
- Dignity at Work Policy (new)
- Remembrance Day RA

22/121/FPC Local Council Award Scheme Appendix 8

To confirm, by resolution that NMPC recognises its duties in relation to biodiversity and crime and disorder and that it meets the criteria for foundation and quality council status.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

22/122/FPC Remembrance Day

- To confirm if NMPC wish to hold a Remembrance Day service for 2022 and the date (if applicable)
- To confirm the lead Cllr for this event
- To confirm the content of this event
- To confirm that the clerk may order 2 floral tributes for the memorials within Nash Mills. (Usual approx cost £40).

22/123/FPC Christmas Lights (final year of 3-year deal)

To determine whether NMPC wish to hold a 'switch on' event and to confirm the timings of the lights (clerk suggestion is the same as last year with a possible reduction in days/hours (last year 19th November -6th January 6am-8am 3pm-11pm)

22/124/FPC The Denes Working Group Appendix 9

- To receive and note the working group lead's report
- To determine the following actions;
 - ❖ Planter choices-original suggestion made by DBC officer or alternative option/number suggested by working group
 - ❖ Maximum budget to be earmarked for planter excluding installation and source of this funding allocation

22/125/FPC Asset of Community Value (ACV) Working Group Appendix 10

- To receive an update from the w/g lead on the progress with the ACV project
- To determine whether NMPC wish to conduct a community consultation process to ascertain public interest in community action (dependant on details shared above)
- To determine the format, content, and budget for this consultation process
- To determine source of budget allocation for this

22/126/FPC The Annual Forum Working Group Appendix 11

- To receive the report
- To determine the date and venue of the event.
- To determine whether NMPC wish to implement either the gold or silver plan as outlined in the report
- To determine whether NMPC allow the WG to continue planning as outlined in this document (and considering any subsequent discussion by Full Council)

22/127/FPC NMPC Half Centenary 15th June 2023

- To determine whether NMPC wish to commence any actions to commemorate the anniversary of the inception of NMPC 15th June 1973.

22/128/FPC Appointment of Internal Auditor Appendix 13 (for information only)

22/129/FPC Coronation

To consider if NMPC will be wanting to celebrate the coronation of the new king.

To determine next steps in relation to this.

22/130/FPC Action list Appendix 14 (for information only)

Our next meeting will be held Monday 14th November 2022, 8.00pm, agenda items to Clerk no later than Thursday 3rd November 2022 please. Late items will not be accepted.