



NASH MILLS
PARISH COUNCIL

Full Parish Council Meeting Minutes

14th November 2022 8.00pm

held at Nash Mills Village Hall

Present

Councillor Lisa Bayley (Chairman)

Councillor Jan Maddern (notice of late arrival given arrived at 8.02pm)

Councillor Nicola Cobb

Councillor Steve Roberts

Councillor Michele Berkeley

Councillor Alan Briggs

Councillor Mandy Lester (notice of late arrival given (arrived 8.20pm agenda point 22/139/FPC)

In Attendance

Nikki Bugden (Clerk)

Meeting opened 8.01pm with 2 members of the public and 3 local police officers present

Minutes

22/131/FPC Apologies

To receive apologies

None received (Cllr Tout's apologies were received by the clerk post meeting)

22/132/FPC Interests

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

None

22/133/FPC Minutes

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

10th October 2022

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

22/134/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**

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

22/135/FPC Public Issues/Participation

None

PLANNING & CONSULTATIONS- Cllr Briggs

22/136/FPC Planning Applications

To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 7th November 2022.

[22/02999/FHA | Single storey extension to rear of property. | 18 East Green Hemel Hempstead Hertfordshire HP3 8AB \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Roberts that NMPC have no objections to this application. Unanimous decision.

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

7th November 2022- 14th November 2022 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here [Planning Search \(dacorum.gov.uk\)](#)

None

22/137/FPC Consultations. (Clerk to advise)

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

www.hertfordshire.gov.uk/admissions2024

Employment and skills – draft supplementary planning document [Employment and Skills - Draft SPD - Details - Keystone \(dacorum.gov.uk\)](#)

Paradise design code – draft supplementary planning document. [Paradise Design Code - Draft SPD - Details - Keystone \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Cobb that NMPC have nothing further to add to these consultations. Unanimous decision.

22/138/FPC DBC Development Management Committee Meeting (DMC)

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

None

22/139/FPC Planning Information/Updates from Clerk. (Clerk to advise)

Nash House planning application 22/02737_FUL

To consider the clerks update regarding the objection submitted to Dacorum Borough Council and any actions arising.

Resolved, proposed Cllr Briggs, seconded Cllr Cobb that the clerk write to the planning officer to clarify the intention behind the objection already notified. Majority decision. Cllr Maddern abstained.

FINANCE

22/140/FPC Monthly Financial Matters Appendices 3a-h

- a. To note payments approved and paid in October but included in the November schedule.

Remembrance Wreaths £35.00

New Bench £808.00

(Expenditure had previously been agreed by council and then authorised at the bank by Cllr Bayley & Cllr Berkeley)

Noted by council.

- b. To authorise payments to be made. (Nov monthly schedule attached)

Resolved, proposed Cllr Maddern, seconded Cllr Berkeley that the payments as listed below be approved and paid. Those not yet paid to be authorised at the bank by Cllr Maddern and Cllr Bayley. Unanimous decision.

Payee	Description	Amount	Vat	Amount
Various	NOV Salaries, HMRC, Pension	£ 2,450.21		£ 2,450.21
Vodafone	Clerk's Mobile	£ 16.06	£ 3.21	£ 19.27
NMVHA	Hall Hire	£ 30.00	0	£ 30.00
DBC	Garage Rental	£ 52.60	£ 10.52	£ 63.12
Paybureau	Monthly Wages Fee	£ 18.60	£ 3.72	£ 22.32
Cllr Briggs	Microphone	£ 23.32	£ 4.67	£ 27.99
Etaerio	Internal Audit	£ 918.00	£ -	£ 918.00
Play Inspection Company	Quarterly inspection	£ 100.00	£ 20.00	£ 120.00
Willows Residents Assoc	Grant	£ 200.00	£ -	£ 200.00
To note the following payments were paid under delegated powers/auth by Chairman				
RBL Poppy Appeal	Wreaths x 2	£ 29.17	£ 5.83	£ 35.00
CODEC	Memorial Bench	£673.34	£134.66	£ 808.00
		£ 4,511.30	£ 182.61	£ 4,693.91

c. To receive and approve the receipts and payments report up to 31st Oct 2022

d. To receive and approve the bank reconciliation up to 31st Oct 2022

e. To note that the pension return for November has been made

Resolved, proposed Cllr Maddern, seconded Cllr Berkeley that council receive and approve the items c, d, e listed above and note that the balances at the bank are **£127563.37** on 31st October 2022. Unanimous decision.

f. To consider the draft budget for 2023/24 including any comments relating to the salary reviews included in the draft.

Resolved, proposed Cllr Maddern, seconded Cllr Berkeley that the budget in its current form, including the review of salaries be noted and approved and at the clerk's recommendation that NMPC wait for the grant

figures from Dacorum Borough Council (DBC) prior to signing off the final budget and proposed precept for 2023/24. Unanimous decision.

- g. To receive and approve the updated Community Infrastructure Levy (CIL) payments received from DBC

Resolved, proposed Cllr Maddern, seconded Cllr Briggs that the current CIL sum be received and approved at £23012.13. Unanimous decision.

- h. Council to determine if clerk can safely dispose of the old parish printer and 2 old laptops and amend the asset register accordingly.

Resolved, proposed Cllr Maddern, seconded Cllr Briggs that the clerk can carry out this action. Unanimous decision.

22/141/FPC Appointment of Internal Auditor Appendix 4

Council to determine the appointment of the Internal Auditor for year end 2022/23

Resolved, proposed Cllr Maddern, seconded Cllr Bayley that NMPC appoint Auditing Solutions Limited (ASL) as the Internal Auditor for year end 2022/23. Unanimous decision.

STATUTORY MATTERS

22/142/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

- Defibrillator RA
- Civility & Respect Pledge (clerk report)

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the clerk add the what3words location/ The Circuit details to the defibrillator risk assessment and that both items above then be adopted by council. Unanimous decision.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

22/143/FPC Cycle Racks at The Denes

To ratify the decision made to approve the change to the material of the cycle racks to expedite the installation.

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the above decision be ratified. Unanimous decision.

22/144/FPC Celebrations Working Group (formerly Jubilee Working Group) Appendix 5

- To receive the report and any comments arising.
- To approve the arrangements for the competition as contained within the report (or any amendments arising).

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the report be received, and approval given for expenditure of £50- this is to be comprised of 2x £20 vouchers for 'The Range' and £10 for sundry prizes to be determined by the working group once number of entrants known. Unanimous decision.

22/145/FPC Asset of Community Value (ACV) Working Group Appendix 6

- To receive any verbal update from the working group (if deemed necessary) and to consider the questionnaire circulated, suggest any amendments, and approve a final version for the website.
- To consider membership of the working group.

Resolved, proposed Cllr Maddern, seconded Cllr Briggs that the questionnaire circulated be developed into an online form with the links published on our social media and that Cllr Michele Berkeley be added to the working group. Majority decision. One abstention.

22/146/FPC The Coronation May 2023

- To receive any updates from the clerk
- To determine any further actions required at this stage

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that other than the clerk applying for the bunting licence no further actions are required at this stage. Unanimous decision.

22/147/FPC Open Spaces Working Group Appendix 7

- To consider and determine the arrangements for bulb planting within Bunkers Lane Play Park (Nov/Dec 2022)
- To consider and if approved adopt, the risk assessment for the bulb planting.
- To note that the quarterly play equipment inspection report status remains as Low Risk.

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the risk assessment be adopted with amendments regarding suitable clothing and school liability. Cllr Lester and the clerk can set the date of planting and carry out this planting in conjunction with the school once the school has confirmed their availability. Unanimous decision.

22/148/FPC Mayoral Visit

To consider the email from Dacorum Borough Council (clerk to advise)

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the clerk contact the Mayor's Office to obtain a selection of dates for a visit to the parish. Unanimous decision.

22/149/FPC Public Bodies (Admission to Meetings) Act 1960 (s2) Appendix 8

In accordance with our standing orders (3d) Council to consider whether the council should resolve to move to a private session to discuss the following matter

- Renewal of lease for Bunkers Lane Play Park (lease held with Abbots Hills School)

Resolved, proposed Cllr Bayley, seconded Cllr Roberts that under the legislation above council move to a private session and that the public be excluded. Unanimous decision.

The public left the meeting at this point.

At this juncture (10pm) discussion was suspended and it was Resolved, proposed Cllr Bayley, seconded Cllr Roberts that council 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

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that the clerk request a 'without prejudice' meeting with the Bursar and representatives from the governing body to discuss the terms of the new lease. Cllr

Lester and Cllr Berkeley to accompany the clerk with Cllr Bayley and Cllr Briggs as reserves should the others be unavailable. Unanimous decision.

Clerk to raise questions with the NMPC solicitor to obtain clarity prior to scheduling this meeting.

22/150/FPC Action list Appendix 10 (for information only)

Our next meeting will be held Monday 12th December 2022, 8.00pm, agenda items to Clerk no later than Thursday 1st December 2022 please. Late items will not be accepted.

Please note that the agenda items for the January meeting will be required by Thursday 15th December as the office is closed over Christmas.

Chairman

Date