



NASH MILLS PARISH COUNCIL

Full Parish Council Meeting Minutes

9th January 8.00pm

held at Nash Mills Village Hall

Present

Councillor Lisa Bayley (Chairman)
Councillor Michele Berkeley
Councillor Alan Briggs
Councillor Nicola Cobb
Councillor Emily Tout

In Attendance

Nikki Bugden (Clerk)
Meeting opened at 8.00pm with 1 member of the public present

Minutes

22/151/FPC Apologies

- To receive apologies.

Cllr Lester, Cllr Maddern, Cllr Roberts apologies were received and noted.

- At the request of a Cllr to determine whether Council wish to approve the reason for extended apologies for the aforementioned Cllr.

Resolved, proposed Cllr Berkeley, seconded Cllr Briggs that NMPC take no action as there will no longer be a 6-month absence and revisit this matter after the May elections. Unanimous decision.

22/152/FPC Interests

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

None declared.

22/153/FPC Minutes

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

14th November 2022

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

22/154/FPC Reports to Council (information only no actions arising unless separately detailed below)

Clerk Report- circulated. **Appendix 1**

Clerk to investigate how crime figures can be obtained now NMPC no longer has a PCSO to liaise with.

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

22/155/FPC Public Issues/Participation

None

PLANNING & CONSULTATIONS- Cllr Briggs

22/156/FPC Planning Applications

To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 18th December 2022.

To consider and approve any Parish Council responses to any planning applications received during the period after which the agenda was published. 18th December 2022- 9th January 2023 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here [Planning Search \(dacorum.gov.uk\)](https://planning.dacorum.gov.uk)

No Planning Applications received during these periods.

22/157/FPC Consultations. (Clerk to advise)

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

- Affinity Water has launched its draft WRMP consultation with customers and stakeholders. The consultation runs for 14 weeks until **20 February 2023**

Engagement website (<https://affinitywater.uk.engagementhq.com/wrmp>)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley NMPC have nothing further to add at this stage. Unanimous decision.

22/158/FPC DBC Development Management Committee Meeting (DMC)

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

No actions arising.

22/159/FPC Planning Information/Updates from Clerk. (Clerk to advise) Appendix 2

Suitable Alternative Natural Greenspace (SANGS)

<https://democracy.dacorum.gov.uk/ieListDocuments.aspx?Cld=157&MId=3338> (Agenda Reports Pack, pages 110 – 277)

- To consider the strategy approved by Dacorum Borough Council (without any prior consultation or notification to NMPC) and the potential impacts on Bunkers Park and the residents of Nash Mills
- To determine any actions to be taken by council.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the clerk works with Cllr Briggs to compose a letter to be sent to Dacorum Borough Council and copied to the borough councillor. This letter will raise the inaccuracies in the report and the concerns of NMPC in relation to this major decision being made, involving our largest green space within the parish, without any consultation with the parish council and its elected representatives. Unanimous decision.

Dependent on the resolution from the discussions above;

- To appoint a working group to work with the clerk should there be an urgent requirement to attend meetings or comment on communications from Dacorum Borough Council (DBC)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that as the decision had already been made by DBC a working group is not required. Unanimous decision.

FINANCE

22/160/FPC Monthly Financial Matters Appendices 3a-e

a. To approve membership of external support services for next financial year.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that council continue membership of HAPTC, SLCC and the ICO. Unanimous decision

- b. To ratify the authorisation of the December schedule, (expenditure previously approved), paid under delegated powers and signed off at the bank by Cllr Bayley and Cllr Maddern.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that council ratify the decision to authorise the December schedule as listed below. Unanimous decision

Payee	Description	Amount	Vat	Amount
SALARIES/HMRC/PENSION	DEC Salaries, HMRC, Pension	£ 3,811.82		£ 3,811.82
Vodafone	Clerk's Mobile	£ 16.06	£ 3.21	£ 19.27
NMVHA	Hall Hire	£ 30.00		£ 30.00
DBC	Garage Rental	£ 52.60	£ 10.52	£ 63.12
Paybureau	Monthly Wages Fee	£ 18.60	£ 3.72	£ 22.32
BROXAP	New planter	£ 1,689.00	£ 337.80	£ 2,026.80
Diverse	Magnetic signs for noticeboard	£ 40.00	£ 8.00	£ 48.00
Clerk expenses	Warden PPE	£ 36.95		£ 36.95
HCC	bollards and noticeboard install	£ 2,694.00		£ 2,694.00
SLCC	Annual Renewal	£ 242.00	£ -	£ 242.00
clerk expenses	Renewal PO Box	£ 315.00	£ 63.00	£ 378.00
Lamps & Tubes	Instal & removal lights	£ 385.00	£ 77.00	£ 462.00
Clerk expenses	Magnets for noticeboard	£ 12.73	£ 2.55	£ 15.28
Totals		£ 9,343.76	£ 505.80	£ 9,849.56

- c. To authorise payments to be made. (January monthly schedule attached)

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that the schedule below be authorised and subsequently paid. Unanimous decision. Payments to be signed off at the bank by Cllr Berkeley and Cllr Bayley.

Payee	Description	Amount	Vat	Amount
SALARIES/HMRC/PENSION	Jan Salaries, HMRC, Pension	£ 2,468.98		£ 2,468.98
Vodafone	Clerk's Mobile	£ 16.06	£ 3.21	£ 19.27
NMVHA	Hall Hire	£ 30.00		£ 30.00
DBC	Garage Rental	£ 52.60	£ 10.52	£ 63.12
Paybureau	Monthly Wages Fee	£ 18.60	£ 3.72	£ 22.32
Diverse	Magazine print	£ 945.00		£ 945.00
HH district scouts	Magazine delivery	£ 120.00		£ 120.00
Totals		£ 3,651.24	£ 17.45	£ 3,668.69

- d. To receive and approve the receipts and payments report up to 30th December 2022

- e. To receive and approve the bank reconciliation up to 30th December 2022

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that council defer items d & e to February. Unanimous decision

- f. To note the amendment to the totals of vat on the Nov payment schedule (error in addition-version in the minutes updated).

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that council note the amendment. Unanimous decision.

- g. To note that the pension returns for December and January have been made

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that council note the action above. Unanimous decision.

- h. To note that the statutory re-enrolment return to the pension regulation has been submitted.

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that council note the action above. Unanimous decision.

22/161/FPC To consider and if approved agree the budget for 2023/24 Appendix 4

Resolved, proposed Cllr Bayley, seconded Cllr Tout that council approve and accept the budget (and use of reserves) as circulated. Unanimous decision.

22/162/FPC To consider and if approved agree the precept demand for 2023/24 Appendix 5

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that council agree the submission of a precept demand of £37759.15 for 2023/24, supported by the budget agreed above. Unanimous decision.

Cllr Bayley, Cllr Berkley, Cllr Cobb to sign the forms for the clerk to submit to Dacorum Borough Council. Payment to the NMPC Lloyds Bank Current account.

STATUTORY MATTERS

22/163/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

- Bunkers Park Play Area Risk Assessment. (Annual review)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that this policy be adopted as circulated. Unanimous decision.

- Grant and Donation Policy (Annual review)

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that this policy be adopted as circulated. Unanimous decision.

- Warden Risk Assessment (Annual review)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that this policy be deferred to February. Unanimous decision.

- Updated Audit Plan (Annual review)

Resolved, proposed Cllr Bayley, seconded Cllr Tout that this plan be adopted. Unanimous decision.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

22/164/FPC Celebrations Working Group (formerly Jubilee Working Group) To receive any updates and any comments arising.

- To approve any further actions arising from previously approved actions.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the winner of the competition be noted, and that the clerk liaises with the working group to notify winners that prizes would be available for collection from The Denes. Unanimous decision.

22/165/FPC The Community Expo Appendix 6a, 6b

- To receive the reports
- To request that the Clerk writes to the suggested attendees to confirm attendance and/or participation.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that the reports be received and that the clerk confirms all bookings and participants. Majority decision. One abstention.

- To consider the budget sum requested and approve the expenditure (breakdown in reports)

The clerk advised that the budget sum requested by the working group had been reduced from £1000 to £800.

Resolved, proposed Cllr Bayley, seconded Cllr Tout that the budget request be approved on the proviso that any opportunities to reduce this sum, where appropriate, be taken by the working group. Majority decision. One abstention.

22/166/FPC The Denes Councillors 'Meet & Greet' Appendix 7

- To consider the recommencement of the Saturday sessions at The Denes
- To agree the rota/dates for 2023

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that the sessions recommence with a session on the 11th February 2023, 11am-1pm. Cllrs Berkeley, Cobb and Bayley will be in attendance. Cllrs that were not present to be invited to attend. Unanimous decision. Due to the May elections and Community Expo'23 this matter will be reconsidered post elections.

22/167/FPC Open Spaces/The Denes Working Group Appendix 8 (clerk report)

- NMPC to determine whether they wish DBC to install a 'nature', lectern style information board opposite The Denes (Georgewood section).

Resolved, proposed Cllr Bayley, seconded Cllr Cobb that the lectern be requested from Dacorum Borough Council. Costs (Initial quote £500 plus installation) to come from the project budget. Unanimous decision.

22/168/FPC Working Group Membership Appendix 9

- To consider membership of existing working groups and any amendments.

Resolved, proposed Cllr Bayley, seconded Cllr Tout that the clerk make amendments as suggested and a revised list be circulated. Unanimous decision.

22/169/FPC Meeting Dates for 2023 Appendix 10

To determine the dates and timings of meetings for 2023

Resolved, proposed Cllr Berkeley, seconded Cllr Cobb that the dates be confirmed with the August and December meetings only being held 'if required'. Meeting start time to be moved to 7.30pm. Majority decision. One abstention. This item comes before the new council for consideration in May.

22/170/FPC Action list Appendix 11 (for information only)

Clerk to chase CCTV visit again.

22/171/FPC Public Bodies (Admission to Meetings) Act 1960 (s2) Appendix 11

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 Berkeley that council move to a closed session due to the confidential nature of the matters being discussed. Unanimous decision.

At this juncture (10pm) discussion was suspended and it was Resolved, proposed Cllr Bayley, seconded Cllr Cobb 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 school be informed that NMPC are willing to accept the terms as discussed in the email to the clerk and request that a revised lease be drawn up ready for the February meeting. Unanimous decision.

Meeting closed 10.07pm

Chairman

Date