



NASH MILLS
PARISH COUNCIL

Full Parish Council Meeting Minutes

17th April 2023 7.30pm

held at Nash Mills Village Hall

Present

Councillor Lisa Bayley (Chairman of the meeting)

Councillor Michele Berkeley

Councillor Alan Briggs

Councillor Nicola Cobb

Councillor Mandy Lester

Councillor Jan Maddern

Councillor Steve Roberts

In Attendance

Meeting opened at 7.35pm with 4 members of the public and the clerk present.

Prior to opening this meeting, the Chairman thanked the retiring Councillors for their service. Cllr Maddern had served 12 years and Cllrs Lester and Tout had served 4 years. Their commitment to the parish and their hard work was very much appreciated by the NMPC team. NMPC had an unopposed election therefore 3 new Cllrs have been elected unopposed and will formally take their seats on the 9th May 2023.

The Chairman also congratulated the Clerk on achieving the NALC Quality Council Award on behalf of NMPC and thanked her for the work that she had undertaken in completing the submission.

AGENDA

22/189/FPC Apologies

To receive apologies.

Councillor Emily Tout, apologies received and noted.

22/190/FPC Interests

To receive and consider declarations of interest for items on the agenda or consider written requests for dispensation for declarable interests.

Cllr Briggs asked for an interest to be noted in planning item ref 23/00771/ROC

22/191/FPC Minutes

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

13th March 2023

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

22/192/FPC Reports to Council (information only no actions arising unless separately detailed below)

Clerk Report- circulated. **Appendix 1**

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that the report be received with no actions arising. Unanimous decision.

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

22/193/FPC Public Issues/Participation

A resident spoke in objection to planning application 23/00729/ROC

B/Cllr Maddern gave an update on borough matters.

- Yellow Lines on Red Lion Lane to be installed shortly
- Parking restrictions at The Denes and the yellow lines on the neighbouring highways to be installed shortly
- Bunkers Park- signage installed relating to use of the bridleway and permissive bridleway areas following some reports of unlawful horse-riding and paragliding incidents.

PLANNING & CONSULTATIONS- Cllr Briggs

22/194/FPC Planning Applications

To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 3rd April 2023

[23/00771/ROC | Variation of condition 2 \(Approved plans\) attached to planning permission 4/02781/18/MFA | Milbor Engineering Hemel Hempstead Ltd Rear Of 276 - 292 Belswains Lane Hemel Hempstead Hertfordshire HP3 9XE \(dacorum.gov.uk\)](#)

Cllr Briggs did not speak or vote on this proposal-the clerk presented.

NMPC was concerned that this was an application that is not a simple variation of conditions, but an application which should be submitted as a new application due to the significant changes that are being suggested.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that NMPC strongly object and call in to the Development Management Committee should the planning officer be minded to approve this application. NMPC was concerned about the following matters

- Addition of study rooms/impact on parking if these are used as additional bedrooms
- Removal of staircase and impact on fire safety
- The Change in Exterior Design
- 'Topping' of trees and questions re ownership of these.
- Removal Of the Roller Shutter to The Under-croft Parking.

Unanimous decision. Full objection to be registered on the DBC planning portal.

[23/00729/ROC | Removal of condition 2 \(The development shall be carried out in accordance to approved plans/documents\) attached to planning permission 4/00755/19/FHA \(Enclosed outdoor seating area\). | 28 Silverthorn Drive Hemel Hempstead Hertfordshire HP3 8BU \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that NMPC strongly object and call the application in to the Development Management Committee should the planning officer be minded to approve this application (in line with previous NMPC objections which were upheld by DBC and upheld on appeal to HM Planning Inspectorate). Unanimous decision.

[23/00774/FHA | Single storey rear extension. | 37 Meadow Road Hemel Hempstead Hertfordshire HP3 8AJ \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Roberts that NMPC have no objection. Unanimous decision.

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

3rd April 2023- 17th April 2023 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here and will have detailed information on applications that may be on the agenda

[Planning Search \(dacorum.gov.uk\)](#)

22/195/FPC Consultations. (Clerk to advise)

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

- **Pre-Application Consultation - Proposed Installation of Telecommunications Base Station on Adopted Highway at Barnacres Road, Nash Mills, Dacorum, Hertfordshire, England, HP3 8JU (E: 506866, N: 204980).**

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that NMPC ratify the contents of the clerk's email sent under delegated powers to the telecom provider requesting that an alternative location be investigated to prevent the proposed mast being placed in the new Jubilee Garden. Unanimous decision.

- **HCC Place & Movement Planning and Design Guidance**

<https://www.hertfordshire.gov.uk/p&mpanddg>

This public consultation will close at midnight on Sunday 11th June 2023.

- **DLUHC Consultation on the Infrastructure Levy**

[Technical consultation on the Infrastructure Levy - GOV.UK \(www.gov.uk\)](https://www.gov.uk/technical-consultation-on-the-infrastructure-levy)

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that a working group be formed to compile any comments for both the above consultations. Membership to be Cllrs Briggs/Berkeley/Cobb and the newly elected cllrs will be asked if they wish to attend as members of the public (as they do not take official office until 9th May 2023). Reports to be drafted for council. Unanimous decision.

22/196/FPC DBC Development Management Committee Meeting (DMC)

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

22/197/FPC Planning Information/Updates from Clerk. (Clerk to advise)

Information only.

Cllr Briggs advised that new documentation had been uploaded for the Apsley 2 Development which cllrs may wish to evaluate. This proposal is outside the parish, but NMPC objected in the pre application consultation stage due to the potential impact on Nash Mills.

FINANCE

22/198/FPC Monthly Financial Matters Appendices 2a-l

- a. To note and ratify any payments made since the last meeting by NMPC debit card under delegated powers and to authorise April payments to be made in accordance with the budget (included in April monthly schedule attached)

Resolved, proposed Cllr Berkeley, seconded Cllr Roberts that the payments as listed below be noted and approved. Cllr Bayley and Cllr Maddern to sign off the bank payments. Unanimous decision.

Payee	Description	Amount	Vat	Amount
SALARIES/HMRC/PENSION	Payroll	£ 2,468.98		£2,468.98
Vodafone	Clerk's Mobile	£ 18.25	£ 3.65	£ 21.90
NMVHA	Hall Hire	£ 30.00		£30.00
DBC	Garage Rental	£ 54.60	£ 10.92	£65.52
Paybureau	Monthly Wages Fee	£ 18.60	£ 3.72	£22.32
HAPTC	Annual renewal	£ 890.44	£ -	£890.44
ICO	Annual renewal	£ 35.00		£35.00
The Workshop	Coronation plaque	£ 31.00	£ 6.20	£37.20
Lamps & Tubes	Bunting	£ 346.65	£ 69.33	£415.98
The Play Inspection Co	quarterly inspection	£ 100.00	£ 20.00	£120.00
SUBTOTAL		£ 3,993.52	£ 113.82	£4107.34
Payment made using Debit Card 13/4/2023	Coronation Boards	£ 84.95	£ 16.99	£101.94
TOTAL April 2023		£ 4,078.47	£ 130.81	£4209.28
Advice of Payment made using delegated powers March 23	DBC-The Denes works	£ 7,839.98		£7839.98

- b. To ratify the payment made to Dacorum Borough Council under delegated powers for expenditure which was previously approved (£7839.98)

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

- c. To receive and approve the statutory receipts and payments report up to 31st March 2023
d. To receive and approve the bank reconciliation up to 31st March 2023
e. To receive and approve the asset register up to 31st March 2023

- f. To receive and approve the budget year-end report (quarter 4)
- g. To receive and approve the earmarked reserves at 31st March 2023

Resolved, proposed Cllr Lester, seconded Cllr Briggs that items c-g be received, noted, and approved at the following values.

Bank reconciliation £95831.56

Asset Register £25854.67

Earmarked Reserves £72397.79

Unanimous decision.

- h. To consider and approve payments to be made by standing order or direct debit for 2023/24 in accordance with the approved budget.

Resolved, proposed Cllr Lester, seconded Cllr Roberts that the list as circulated be approved. Unanimous decision.

- i. To authorise renewal of the Ill Health Liability Insurance for a further 12 months.

Resolved, proposed Cllr Lester, seconded Cllr Roberts that this item be deferred as the renewal notice has not yet been received. Unanimous decision.

- j. To note that the annual pension return has been submitted to the LPFA.
- k. To note that the VAT return for Q4 March 2023 has been submitted.
- l. To note audit responsibilities in preparation for annual return completion (clerk report circulated)

Agenda items j, k, l were noted.

22/199/FPC CIL Update Appendix 3

- To determine whether the clerk can move funds from the community infrastructure levy allocations to pay for recent works undertaken at The Denes.

Resolved, proposed Cllr Lester, seconded Cllr Cobb that the clerk move £6800 from the CIL earmarked reserves (as detailed in the report) to cover the works undertaken at The Denes as approved by the DBC CIL Officer. Unanimous decision.

20.24 the chairman adjourned the meeting for a short comfort break and the meeting reconvened at 20.40

STATUTORY MATTERS

22/200/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

- Social Media and Electronic Communications Policy (updated)
- Planning Protocol on Pre-Application Engagement (new)
- Press and Media Policy (annual renewal-unchanged)
- Personnel Terms of Reference (renewal -unchanged)

Resolved, proposed Cllr Bayley, seconded Cllr Lester that the policies be adopted with the suggested amendments. Unanimous decision.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

22/201/FPC The Community Expo Appendix 4

- To receive and note the report

Report received and noted.

22/202/FPC Suitable Alternative Natural Green Space (SANGS) Appendix 5

- To nominate a Councillor to liaise with the stakeholders if required (in association with the clerk)

Resolved, proposed Cllr Bayley, seconded Cllr Lester that Cllr Briggs be nominated as interim liaison officer and that the clerk introduce Cllr Briggs to the DBC Clean Safe and Green team and the Friends of Bunkers Park team. This post will be revisited in June or July once the new council team are in place. Unanimous decision.

22/203/FPC Playpark Report Appendix 6

- To receive and note the report
- To authorise the clerk to obtain quote for a new swing seat.

Resolved, proposed Cllr Bayley, seconded Cllr Maddern that the report be received and noted and that the clerk should obtain quotes for replacement swing seat to bring back to council. Unanimous decision.

22/204/FPC Celebrations Working Group (Coronation)

- To receive a verbal update.

Report received and noted.

22/204/FPC Action List

Please note duplication error in agenda numbers

- Verbal Updates for information only-no action arising.

Clerk updated the report for this end of council term.

The meeting was closed at 21.17pm.

The clerk thanked all councillors present for their hard work and support during this four-year council term.

Chairman Signature

15th May 2023