



# Nash Mills Parish Council Annual Reports

April 2024



**NASH MILLS**  
PARISH COUNCIL

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Please note that some of the photos contained within this report may not be fully accessible therefore please contact the clerk if you would prefer to receive these reports in an alternative format

# Our Aims & Values





## Welcome to the 2023/2024 Nash Mills Parish Council Annual reports.

Our annual reports provide a summary of information and projects being undertaken by Nash Mills Parish Council and our elected Councillors on behalf of our community for the year 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

The majority of our meetings are open to the public and all agendas, minutes and supporting documents are posted on our website. These, along with our parish magazine and Facebook page contain a wealth of information about what we are doing to support the parish. Our projects cover many schemes including road safety initiatives, crime reduction measures and biodiversity plans to improve our green spaces.

We would welcome you to come along to our meetings or to visit us at The Denes during one of our 'Saturday Surgeries' to share your views on what you would like to see us working on to benefit our local community and local environment.

In May 2023 we started a new council term with 5 existing and 3 new councillors who were elected unopposed. This local team have been working hard planning projects for the community for their term.

Your contribution and ideas would be valued as we continue to plan our projects for the next 3 years.

Please contact me by email [clerk@nashmillsparishcouncil.gov.uk](mailto:clerk@nashmillsparishcouncil.gov.uk) should you require any further information, or any clarification of any items contained in the reports.



**NASH MILLS**  
PARISH COUNCIL

## Chairman's Annual Report 2024

Nash Mills Parish Councillors are now one year into the new four-year term. For the new councillors that joined in 2023, there has been a lot to learn about their statutory obligations but Nikki our clerk has played a vital and invaluable role in advising and leading them every step of the way.

The Parish Councillors and Clerk have been actively bringing projects to reality and also researching new projects to work on. We have a business working group that is looking at the projects in progress whilst ascertaining what we would like considered to progress over our term. All ideas/projects are put to the full council at our monthly meeting for approval.

Projects such as benches, rewilding, or changes to verges often take a little longer than we would like but as Parish Council we are required to work alongside Dacorum Borough Council, Hertfordshire County Council and Highways to ensure that all changes are lawful and in line with local guidelines. We also work closely with our Borough Councillor. I am a great believer that good things come to those that wait so we may move forward slowly in some cases, but the end result improves our parish.

Have you seen the new Nash Mills sign on the corner of Belswains Lane and Bunkers Lane? The previous one appeared to have been knocked over and we felt it was important to replace it. We have a further three signs within the parish that we our warden keeps maintained and these will also be updated (hopefully to match the new sign) when they reach the end of their lifespan.

This year NMPC also contributed financially to the resurfacing of our local towpath to improve one of our walking routes and recently Councillor Briggs lead a canal walking group for our parishioners. The contribution from NMPC (and partner agencies) has really improved the accessibility of this path and it is so rewarding to see it being so well used.

We always want the residents of Nash Mills to be part of what we are doing, and we hope you feel informed through the parish mag articles and on our Facebook page. We also have a monthly session at the Denes if you have any ideas for further projects.

The reports in the annual report pack will give you more detail around what areas we have worked on during the past year and the ideas that we are hoping to bring to fruition.

As the Chairman of the parish council, I am supported by a fabulous team of councillors and our amazing clerk (Nikki) and Parish Warden (Dave) and although their roles were explained on my last report, I feel it is important for you, the residents of Nash Mills to understand the parts we all play.

Firstly let me explain Nikki & Dave's role for NMPC as they are invaluable to us as a parish and we are extremely lucky to have them both steering the Nash Mills Parish Council ship.

Nikki works hard to ensure that the projects that the council approve are investigated, relevant permissions sought and ultimately the project is delivered in line with our financial regulations. Nikki is also responsible for ensuring that all our actions are taken appropriately in line with the laws and duties of a parish council, that our finances are in order and that everything is correctly administered with all due consideration to risks and statutory obligations.

Dave, our recognised 'face on the street' works incredibly hard supporting our residents whatever the conditions. Dave liaises with the Herts County Council and Dacorum teams, whilst providing invaluable support to Nikki in her role.

Secondly I would also like to highlight that all the parish councillors give their time voluntarily. They work extremely hard on many projects, strive to make improvements to Nash Mills and bring community spirit.

I personally would like to extend a heartfelt thank you to all the team. They are forward thinking, dedicated and care about our little piece of Hemel Hempstead.

*"Coming together is a beginning, staying together is progress and working together is success".*

Lisa Bayley  
Chairman  
Nash Mills Parish Council



## Personnel Committee Report Nash Mills Parish Council Annual Meeting 2024

Membership of this committee:

Councillor Lisa Bailey

Councillor Alan Briggs

Councillor Michele Berkeley (Vice-Chairman)

Councillor Steve Roberts (Chairman)

The Chairman, Vice-Chairman and members of the Personnel Committee were appointed at the Annual Council Meeting on 15<sup>th</sup> May 2023, and the existing terms of reference were adopted. This followed the uncontested election of Councillors on 4<sup>th</sup> May 2023.

I would record my thanks to Jan Maddern and Emily Tout for their input and support as members of the committee prior to them standing down as Parish Councillors in May 2023.

The committee did not meet in this first year of the new council, but I would record thanks on behalf of the committee to the Clerk for her efforts in onboarding our new Councillors. Establishing a new council has its challenges and we are grateful for the additional work the Clerk performed in this regard, as well as acknowledging the high standard of her ongoing work.

At the full Council meeting of 13<sup>th</sup> November 2023, the budget for 2024/25 was approved, including appropriate and necessary elements for staff costs and allowances. Staff salaries are negotiated at a national level, for local government officers (NJC awards) and annual increments are awarded following national consultations. These increments are reported to and noted by council each year.

We continue to support and encourage our employees to undertake continued professional development, and therefore in the 2024/25 budget, council agreed to maintain the same level of funding for participation in relevant training and events.

The annual staff appraisal process for the clerk was carried out during April 2023 by the Chair and Vice-Chair Personnel, where the high standard of her work was acknowledged, as well as some of the challenges she faces. In particular, it highlighted her work on achieving the Quality Mark and also on the Denes project. The clerk performs a similar process each year with our warden. A report of this process was presented to full council at the meeting of 17<sup>th</sup> June 2023.

In addition to offering our thanks to Nikki, our clerk, we would also acknowledge the invaluable contribution made by our warden, Dave. He has the most public-facing role of the council, and we are grateful for the way in which he carries out his work and builds relationships with local residents and shopkeepers.

Councillor Steve Roberts

Chairman of Personnel Committee



## **RFO Report Finance Q4 Financial Year End (31<sup>st</sup> March 2024) -reported April 2024**

*Please note that the full financial figures are listed at the back of this document. These are from a third-party software programme and therefore are not able to be made accessible in this document. Please contact the clerk should you require assistance.*

### **Summary**

Nash Mills Parish Council (NMPC) is now at the end of the financial year. The budget for 2024/25 has been set and the precept demand for the new financial year has also been submitted to Dacorum Borough Council.

Whilst the headline figures show the council at 100.1% of its expenditure budget. The appended figures illustrate the individual budget headings where there were underspends or overspends, however fortunately any unexpected expenditure was accommodated via this 'offsetting' or by a transfer from the earmarked reserves funds.

Any unbudgeted expenditure was considered and subsequently undertaken by the council throughout the year once they had verified that the funds were readily available in earmarked reserves.

These projects were uncoded at budget setting hence why they were not included in the overall budget at the initial budget setting reporting. The reporting throughout the year has been open and transparent to enable the council to make these informed decisions as the need or opportunity arose.

### **Business Planning**

The newly elected council took office in May 2023 and one of the first actions undertaken by them was the consideration of a plan of action for the new 4-year term. They have held a number of working group meetings and now have a schedule for the investigation and delivery of a variety of community projects. This planning will enable the appropriate reserve levels to be maintained for the existing NMPC projects and for updates to these projects or alternatively for funding completely new projects, and the associated expenditure.

### **Total balances held on accounts on 31<sup>st</sup> March 2024 £95112.28**

of which £66007.77 is currently earmarked, the ongoing projects are listed below.

#### The Verges Project

The borough councillor previously advised that verge hardening was on hold at DBC, and we couldn't proceed with this project.

*This item remains outstanding; however, it is an agenda item for consideration April 2024 to re-commence investigation of this project.*

#### The Denes Project

The majority of this project has been completed with the defibrillator, noticeboard, bollards and cycle racks, planters and benches installed at The Denes and benches and picnic benches opposite The Denes. The council still wish to deliver some additional improvements, and this continues to remain an open project for the associated working groups.

## Rewilding Project

Whilst planting and rewilding zones throughout the parish has been delivered this remains open for further investigations.

## New Projects

For up-to-date information relating to new or current projects being investigated by NMPC please refer to the minutes of our meetings that can be found by using the link below.

[Full Council Minutes – Nash Mills Parish Council](#)

Council should consider the possibility of the use of Community Infrastructure Levy (CIL) monies when considering new projects and be mindful of the CIL expiry dates as listed below. (see definition of CIL below)

## CIL funding

Currently there is £11501.34 remaining in the CIL reserves fund. (historic £10 difference between accounting software and spreadsheet)

Council to note that CIL is a conditional spend that also has an expiry date of 5 years from the date of receipt.<sup>1</sup>

*The parish council must use the CIL receipts passed to it to support the development of the parish council's area by funding the provision, improvement, replacement, operation, or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on the area.*

## CIL Expiry dates

2025	£6,232.05 (minus £5
2026	£2,696.00
2027	£2,284.00
2028	£300.00
	£11,512.05

## Budget for 2024/2025

The council submitted a precept request for **£38897.38** supported by the published budget. There has been a small increase per household of approx. £1.41 per annum per band 'D' property, caused by the cost of living rises and the current economic climate, which was exacerbated by a decrease in our 'tax base' <sup>2</sup>.

The council have committed to spending more funds from their reserves to enable this increase to be kept to a minimum.

## *Financial Headlines*

### **Position March 2024 (income/expenditure)**

**Please see reports appended for detailed information.**

	Budget	Actual	Variance	Notes
<b>Income</b>	£49090	£53267	(4177)	<ul style="list-style-type: none"><li>Bank interest performed at a higher level than expected.</li><li>CIL £300 received.</li><li>Insurance claim settlement £1254</li><li>Vat sum included here.</li></ul>
<b>Expenditure</b>	£53948	£53986	(38)	<ul style="list-style-type: none"><li>Earmarked reserves used for any unbudgeted expenditure</li></ul>

<sup>1</sup> [Community Infrastructure Levy - GOV.UK \(www.gov.uk\)](#)

<sup>2</sup> [Parish Council - Council Tax Factsheet November 2021](#)

**Budget Heading Overspends/Underspends over £100 or 15% of budget (reported as required in our Financial Regulations)- Please see report appended for actual figures. **Overspends noted in red.****

4000-Staff costs	Underspend caused by annual cost of living pay increase 2023/24 not yet being determined by unions
4075-Office Supplies	underspend
4085-Insurance	Changed to a new provider and therefore received a 'new customer' discount.
4090-Election Supplies	Election was uncontested saving £2500 on anticipated costs
4105 Audit Costs	Changed provider
4120 IT Licences	Adobe license not used as using Cllr license. Remains in budget in case Cllr loses access
4130 Community Grants	No one came forward with a suitable request.
4140 Conferences/Training	Clerk unable to attend annual conference
4161- Park Repairs	<b>Overspend Unexpected swing repairs. Reserves used</b>
4162- Sundry Exp-	<b>Overspend-unexpected gateway sign replacement (insurance claim)</b>
4165 Hire Costs	No August or December meetings held.
4170-Tools/Covid Expenditure	Warden did not need to order new equipment
4070-Magazine Delivery	Councillors now delivering the magazine
4301- The Denes Project (inc maintenance)	Items outstanding on project
4164- 2023 Coronation	<b>Overspend-small additional expenditure as refreshments provided</b>

#### **Movements to/from reserves**

- £6690 spent from reserves. £5000 Grants made (towpath), £518 Park repairs (swing), £563 Sundry (£501 uncontested elections, hedgehog highways, donation), £463 Coronation.
- £300 (CIL) transferred to reserves.

*Nikki Bugden*

Clerk to the Council 5th April 2024

#### **Attached**

Earmarked Reserves

Bank reconciliation -All Accounts

Receipts and Payments details

Please note that documents from this point onwards are from third party software and are therefore not accessible.

Please ask the clerk should you require additional formats.

## Earmarked Reserves 31/03/2024

02/04/2024

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### Nash Mills Parish Council

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#### Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Business Expenses	15,985.00	-5,985.00	10,000.00
321 EMR - Playpark	5,500.00	-518.36	4,981.64
323 EMR - Election Costs 2023	3,000.00	-3,000.00	0.00
324 EMR - Election Costs 2027	3,000.00		3,000.00
325 EMR - Election Costs 2030	3,000.00		3,000.00
326 EMR - Community Support	7,896.15	-3,053.65	4,842.50
327 EMR - Village Hall Support	21.60	-21.60	0.00
328 EMR - Verges	10,000.00		10,000.00
329 EMR - Community Events	866.71	-462.60	404.11
330 EMR - Projects, Denes Defib Jub	106.09	6,800.00	6,906.09
331 EMR - CIL (Conditional spend)	23,001.34	-11,500.00	11,501.34
336 EMR - The Denes CCTV	20.90	-20.90	0.00
338 EMR 4-Yr Plan reserves	0.00	11,372.09	11,372.09
	<b>72,397.79</b>	<b>-6,390.02</b>	<b>66,007.77</b>

## Bank reconciliation All Accounts – 31<sup>st</sup> March 2024

### Nash Mills Parish Council

#### Bank - Cash and Investment Reconciliation as at 31 March 2024

	Account Description	Balance
<b>Bank Statement Balances</b>		
1	31/03/2024 Lloyds Current A/C	786.44
2	31/03/2024 Natwest BR	61,937.57
3	31/03/2024 NatWest Current A/C	9,642.28
4	31/03/2024 Lloyds 32 Day	22,745.99
5	05/02/2024 Lloyds Holding Account	0.00
		<b>95,112.28</b>
<b>Receipts not on Bank Statement</b>		
0	31/03/2024 All Receipts Cleared	0.00
		<b>0.00</b>
<b>Closing Balance</b>		<b>95,112.28</b>
<b>All Cash &amp; Bank Accounts</b>		
1	Lloyds Current A/C	786.44
2	NatWest BR	61,937.57
3	NatWest Current A/C	9,642.28
4	Lloyds 32 Day	22,745.99
5	Lloyds Holding TF Account	0.00
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>95,112.28</b>

# **Budget Figures /Income Expenditure All Accounts – 31<sup>st</sup> March 2024.**

02/04/2024

Nash Mills Parish Council

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Detailed Receipts & Payments by Budget Heading 31/03/2024

## **Cost Centre Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>100 Income</u></b>							
1076 Receipt	37,759	37,759	(0)	29,690		178.6%	
1077 Council Tax Grant	10,571	10,571	(0)			100.0%	
1090 Bank Interest	1,455	100	(1,355)			1455.2%	
1110 OIL	300	0	(300)			0.0%	300
1111 Insurance claim settlement	1,254	0	(1,254)			0.0%	
<b><u>200 Administration</u></b>							
4000 Staff Costs (Inc HMRC & Pensio	(32,704)	(34,524)	1,820		1,820	94.7%	
4002 WHallowance & mileage	(415)	(475)	60		60	87.4%	
4050 Payroll Charges	(225)	(238)	13		13	94.6%	
4055 P.O.Box	(330)	(330)	0		0	100.0%	
4060 Communications/Mobile	(220)	(284)	44		44	83.3%	
4075 Office Supplies	(168)	(330)	162		162	50.9%	
4080 Subscriptions	(1,168)	(1,271)	103		103	91.9%	
4085 Insurance	(712)	(968)	256		256	73.5%	
4090 Election Costs	(502)	(3,000)	2,498		2,498	16.7%	
4105 Audit Fees	(475)	(1,010)	535		535	47.0%	
4110 Website Maintenance	0	(165)	165		165	0.0%	
4115 Domain Hosting	0	(91)	91		91	0.0%	
4120 ICT/Licenses/IT Support	(764)	(1,050)	286		286	72.7%	
4130 Community Grants	0	(735)	735		735	0.0%	
4135 Grants Made	(5,050)	0	(5,050)		(5,050)	0.0%	5,050
4140 Conferences/Training Courses	(90)	(743)	653		653	12.1%	
4155 Section 137	(37)	0	(37)		(37)	0.0%	
4160 Misc (parkinspect and misc)	(420)	(440)	20		20	95.5%	
4161 Park Repairs	(594)	(440)	(154)		(154)	134.9%	518
4162 Sundry Expenditure	(1,867)	(110)	(1,757)		(1,757)	1697.2%	659
4163 Defib Sundries	(105)	(221)	116		116	47.5%	
4165 Hre Costs (Hall or Zoom)	(300)	(475)	175		175	63.2%	
4170 Tools/Covid Exp	(58)	(220)	162		162	26.3%	
4175 Garage Rent	(655)	(646)	(9)		(9)	101.4%	
<b><u>250 Parish Magazine</u></b>							
1150 Advertising (Income)	593	660	67			89.9%	
4065 Parish Magazine	(2,175)	(2,145)	(30)		(30)	101.4%	
4070 Delivery of Magazine	0	(396)	396		396	0.0%	
4166 Half Cent Mag & Delivery	(850)	(770)	(80)		(80)	110.4%	
<b><u>300 Projects</u></b>							
4164 2023 Coronation	(463)	(350)	(113)		(113)	132.2%	463
4301 The Denes Project/maintenance	(1,010)	(1,300)	290		290	77.7%	
4305 Christmas Lights/Repairs/sign	(1,155)	(1,241)	86		86	93.1%	
<b><u>999 VAT Data</u></b>							
115 VAT on Receipts	1,333	0	(1,333)			0.0%	
515 VAT on Payments	(1,475)	0	(1,475)		(1,475)	0.0%	
<b>Grand Totals :- Receipts</b>	<b>53,267</b>	<b>49,090</b>	<b>(4,177)</b>			<b>108.5%</b>	
<b>Payments</b>	<b>53,986</b>	<b>53,948</b>	<b>(38)</b>	<b>0</b>	<b>(38)</b>	<b>100.1%</b>	
<b>Net Receipts over Payments</b>	<b>(719)</b>	<b>(4,858)</b>	<b>(4,139)</b>				
plus Transfer from EMR	6,690						
less Transfer to EMR	300						
<b>Movement to/(from) Gen Reserve</b>	<b>5,671</b>						



**NASH MILLS**  
PARISH COUNCIL

## Year End Financial Headlines 2023-24

Description	Amount
Monies In	£ 53266.52
Monies Out	£ 53985.80
Total sum (excluding assets) held on 31 <sup>st</sup> March 2024	£ 95112.28 (£66007.77 earmarked for projects)
Precept requested for 2024/25	£38897.38
Total expenditure budget 2024/25	£ 52475.05
Budgeted use of reserves 2024/25 to support budget shortfall and to ensure that precept increase is minimal.	£1050.00
	Increase to precept for a band D property £ 1.41 per annum

Please note that our full financial summaries will be available once the internal and external audits have been conducted. These will be available on the annual governance return.

The figures above may change post audit. Please contact the clerk for further information.

Nikki Bugden



**NASH MILLS**  
PARISH COUNCIL

## Parish Warden Annual Report – 2024

I have had another busy but enjoyable year as Nash Mills Parish Warden.

Throughout the year I have tried to keep the area neat, tidy and litter free. This is becoming more difficult as black bin bags full of rubbish, used dog bags and even more litter seems to be appearing across the area regularly.

I have continued to report issues to DBC and HCC. This year I reported 22 fly tipping problems to DBC and 56 problems with signs and potholes to HCC. These are usually dealt with quite quickly.

In the short spells of dry weather, I painted the older signs and seats. Fortunately, the new ones do not require painting which is useful.

Just before Christmas I celebrated my 70<sup>th</sup> birthday and NMPC organised a lovely breakfast for my wife and myself which we thoroughly enjoyed. Thank you.

It has been another good year, and I am still enjoying walking around talking to local people (which I consider an important part of my job) while I am working.



# NASH MILLS

PARISH COUNCIL

## Clerk Annual Report March 2024

2023/24 was a year of change for NMPC as it was local elections in May 2023. 3 members of our team resigned from NMPC due to time and family commitments. We lost long serving Councillor Jan Maddern as Parish Councillor (but she has remained busy as our Borough and County Councillor), along with Councillor Emily Tout and Councillor Mandy Lester and welcomed 3 new local residents as Councillors. Cllr Grant Kennedy, Cllr Alex Bailes and Cllr Jamie Kitson joined the NMPC team, elected unopposed.

In April 2023 we obtained our award from the Local Council Award Scheme. I was extremely pleased that NMPC was awarded a 'Quality' award, higher than the 'Foundation' award that is the first stage in the scheme and a testament to the hard work of the whole team in engaging and communicating with our residents whilst ensuring that we provide the highest standards of statutory compliance. All of the hard work and many hours spent in preparing the submission enabled our outgoing council to finish their term with a significant, sector approved award, even more poignant for those who were retiring at the elections after many years' service.

It was a busy start for our new council. In May 2023 we celebrated our half centenary, 50 years of NMPC meetings and minutes! We produced a special, commemorative edition of our parish magazine. I also visited the county archives in Hertford to safely deposit all of the historic NMPC paperwork as they are legal documents that are held in perpetuity.

We also celebrated the coronation of King Charles III.

Post elections the NMPC team have been busy with new councillor training and implementing a business planning working group, looking at new objectives and community focussed projects for the next 4-year term. There has been a plethora of interesting ideas, and the group is now streamlining these into individual projects so that we can swiftly move to the next stage of investigation and implementation. As I have mentioned in previous annual reports it can take time for projects to reach fruition due to the complexities of obtaining the appropriate permissions and our need for cross agency working but council are determined to try to implement improvements and projects quickly to benefit our community.

Whilst the Councillor team have been working behind the scenes on new plans, normal council business has also continued.

We held our usual monthly meetings and over 164 separate agenda items were considered, reviewed or actioned.

The budget was set for 2024/25. With the turbulent financial climate council worked hard to ensure that the budget was as accurate as possible and that any increases were kept to a minimum. Council still hold monies on reserves to fund future projects and therefore we were able to submit a precept request to cover overheads whilst ensuring that the increase per 'band D' property was only £1.41 per annum.

As a clerk, part of my role is to implement the decisions of council, but I can only do this with the hard work and support of the whole team. I am fortunate that my councillors share the workload, and I am grateful to them for all of their efforts over the past year . They give up considerable time to undertake their unpaid roles in public office.

My thanks are also extended to my colleague Dave. Dave is the parish warden and is known to many of you. His knowledge, hard work and sense of humour is the most fabulous support to me in my role, I could not do my job without him by my side. My audit of the parish assets with Dave on a lovely sunny summers day was the highlight of my clerking year, followed closely by another sunny parish walk on our recent councillor and resident canal walk to celebrate the resurfaced towpath (to which NMPC contributed £5000 of Community Infrastructure Levy (CIL) money.

In a job that is most often spent at a computer screen the opportunity to walk around our beautiful parish is an absolute joy, particularly when the weather is kind too!

We do have some residents who regularly attend our parish council meetings, but we would welcome more of you to help council to shape the future of Nash Mills. If attending the meetings is difficult, please remember that you can always email me or contact one of your elected councillors. Our agendas, reports and minutes are regularly uploaded to our website.

*Nikki*

Nikki Bugden PSLCC

Clerk to the Council

31<sup>st</sup> March 2024

## Achievements 2023/24

***The months following elections is a period of researching aims and objectives for the new council for their 4-year term and beyond. The working groups have been busy behind the scenes identifying their priorities and investigating the necessary permissions, cross agency collaboration and contractors. In the meantime, the items below continue to be provided, funded, and maintained by the NMPC team.***

### **About us:**

We are a cohesive group of likeminded professional local people with a common goal. We are all independent of party politics and work closely with our two members of staff, our clerk and warden

### **Inclusion and Communication**

*We believe that the parish is about its residents, so we use a varied communication stream to ensure that everyone has the opportunity to be involved in decisions.*

- Website, regularly updated and informative.
- Meeting dates and agenda on noticeboard and website
- Welcomed residents to our monthly meetings.
- Provided a colorful and informative parish magazine.
- Run an active Facebook page.
- Monthly engagement sessions at The Denes
- Maintain a noticeboard and refurbished a second noticeboard

### **Community**

*We all love where we live and want residents to feel proud to live in Nash Mills. We will strive to further improve our corner of Hemel Hempstead.*

- Lit up The Denes for Christmas
- Created a more welcoming environment at The Denes
- Promoted and managed the play park on Bunkers Lane
- Run competitions for residents to get involved in
- Planted wildflower bulbs and allocated areas for rewilding.
- Arranged services for Remembrance.
- Celebrated the coronation of King Charles with a new plaque.
- Replaced the damaged gateway sign that marks our boundary at the top of Bunkers Lane
- Arranged a residents walk along the canal
- Our parish warden works hard to keep the parish clean and tidy and reporting potholes/fly tipping etc

### **Feeling safe**

*We believe that residents should feel safe and secure in their homes and within the parish.*

- Investigated further repairs to the steps opposite The Denes
- Maintained a public access defibrillator at The Denes
- Encouraged residents to join Neighbourhood Watch (via magazine / Facebook) and sharing OWL updates or appropriate articles
- Working relationship with PC

### **Heritage and History**

*We respect our fantastic history and will share and protect our heritage.*

- Negotiated with those responsible for the appropriate stewardship of the Nash Mills War memorial.
- Shared historical facts and articles in our magazine.
- Provided an annual service of Remembrance.
- Reviewed planning applications with a view to protect our heritage
- Shared the coronation celebrations and provided a new historic plaque
- Provided a special historic edition of our parish magazine to celebrate our half centenary.

### **Service to Nash Mills**

*Parish councillors are here to serve the community, and we plan to do this to the very best of our ability.*

- High councillor attendance at monthly meetings
- Taken the time to understand policies, procedures, rules, etc. (including planning regulations)
- Been a voice for residents at the Development Management Committee
- Considered grants for local organisations

	<ul style="list-style-type: none"> <li>■ Initiated a variety of working groups.</li> <li>■ Given our time and dedication to progress ideas and projects.</li> <li>■ Attended training</li> <li>■ Supported the clerk in her attaining the Quality Council Award.</li> </ul>
<b>Residents Associations</b> <i>We want to encourage and build the number of residents' associations so that every road has an opportunity to be included.</i>	<ul style="list-style-type: none"> <li>■ Provided the opportunity for Residents' Associations to share their news</li> <li>■ Considered grants from Residents' Associations on request.</li> <li>■ Shared the benefits of being in a Residents' Association</li> <li>■ Provided details of where to find more information</li> </ul>

## Additional information re collaboration and funding...

### Towpath Resurfacing

NMPC donated £5000 from their Community Infrastructure Levy account to part fund the repairs to the towpath from Red Lion Lane to Kings Langley.

### Verges

Following collaboration with Nash Mills Parish Council, repairs to the verges (and measures to protect them) have been carried out by Dacorum Borough Council and Hertfordshire County Council, who also funded the work.

**This is a project that following a 'hold' from DBC we will be restarting in 2024.**

### Denes

We worked with the Parks & Open Spaces Officer at Dacorum Borough Council to create a joint vision for The Denes. Improvements at The Denes have been funded from a variety of sources, including multiple grants from Dacorum, funds from the Dacorum Parks & Open Spaces team, and our own parish reserves.

**NMPC are currently investigating further improvements, including a new waste bin and the possible provision of a 'library box' which is currently being investigated.**

### Rewilding

Nash Mills Parish Council received a £3,000 grant to fund the rewilding and wildflower planting. Planting by councillors, clerk, and Nash Mills school children.

**This is a project that will continue from 2024 with new areas for rewilding being suggested by the working groups.**

*Updated Nikki Bugden 31/3/2024*

As you have seen from the reports NMPC have been busy throughout the year planning new projects and initiatives. The working groups that have been active this year have submitted separate reports which are included within this document however the other working groups listed below remain active, working hard behind the scenes.

## Working Groups & Committees Updated April 2024

### Clerks Notes.

**Working groups are only 'task & finish'.**

**Non councillors may be co-opted but do not count towards the quorum.**

**The Chairman and Vice-Chairman can be 'ex-officio' members of a committee**

**The quorum for working groups is 3**

### Working Groups

No delegated decision making or financial responsibilities. All decisions to be made by Full Council.

Group	Responsibilities/Scope / investigations	Members	Lead	Notes
Grass verges	<ul style="list-style-type: none"> <li>Establish ownership, options for verge protection and parking issues.</li> <li>Work with County Councillor to prioritise options</li> </ul>	Michele, Alan, Grant, Lisa, Nicola	Michele	
Business Planning	<ul style="list-style-type: none"> <li>To outline key short/medium/long term projects for the new 4 yr term and associated budget considerations.</li> </ul>	All initially plus clerk	Steve	
Events working group	<ul style="list-style-type: none"> <li>To investigate events listed under the business planning group and to then bring suggestions back to council for consideration (this may require separate working groups to be set up for each event as and when required.)</li> </ul>	Lisa, Michele, Alan	Grant	
Heritage/History	<ul style="list-style-type: none"> <li>To take forward all heritage or history related recommendations on the business planning activity planner.</li> </ul>	Nicola, Steve, Michele	Alan	
Website	<ul style="list-style-type: none"> <li>To consider the design of the parish website and to bring recommendations back to council.</li> </ul>	Steve, Nicola, Alex, Clerk	Jamie	
Library Box	<ul style="list-style-type: none"> <li>To investigate location/size/permissions/costs/maintenance and all supporting actions to facilitate full council determining this project</li> </ul>	Jamie, Lisa, Nicola, Alan	Alan	

## Established tasks and responsible parties

Task	Responsibilities	Involvement	Co-Ordinator
Denes Saturdays	<ul style="list-style-type: none"> <li>Attendance rota, purchase promotional material, ideas for discussion / input</li> <li>Looking at 'remote' options during pandemic restrictions (updated Aug 2021)</li> </ul>	All, subject to availability	Michele
Parish Magazine	<ul style="list-style-type: none"> <li>Collect ideas for content, request volunteers for content for each edition, create magazine, arrange printing and distributions</li> </ul>	Nicola, Steve, Nikki (All to contribute)	Nicola Clerk to sign off
Social media	<ul style="list-style-type: none"> <li>Collect ideas, schedule posts, respond to messenger messages, investigate Instagram and twitter options</li> </ul>	Lisa, Grant, Nicola, Nikki (admins)	Nicola Clerk Admin
Defibrillator	<ul style="list-style-type: none"> <li>budgetary matters and inspections.</li> </ul>	Alan, Nicola/Warden Guest (resident)	Clerk

## Committees

Name	Responsibilities	Chairman	Vice-Chairman	Members
Personnel	All staffing matters, appraisals, salary reviews, staffing policies	Steve	Michele	Steve, Michele, Lisa, Alan



## Business Planning Working Group Nash Mills Parish Council Annual Meeting 2024

Membership of this working group:

All Councillors

Councillor Steve Roberts (Lead Councillor)

The working group was established in May 2023 with the purpose of gathering ideas from councillors of activities that they think we could undertake during the term of the new council and put proposals to councils of how and when these could come to fruition. It was determined that in the first instance, all councillors should be invited to participate.

The benefits of planning in this way would be that:

- All councillors have an input
- We plan our workload and resources more effectively
- We can set budgets accordingly
- We can show our parishioners what we are discussing/planning

At our first meeting, over 60 ideas were put forward which were then assessed against the time to plan and deliver, the cost, and the complexity. Following further discussion, some ideas were merged together whilst others were removed from the list. A monitoring and tracking spreadsheet was created that all councillors have access to.

A number of reports were put to full council and the process and approach was accepted.

At the council meeting of 23<sup>rd</sup> November, council accepted the proposed next steps as recorded on the tracking spreadsheet, including a proposal to create new working groups. Some of those proposals have been implemented whilst others have been pushed back to the working group for further work, as recorded in the relevant meeting minutes.

At the time of writing this report the next meeting of the working group is planned for 27 March.

Councillor Steve Roberts

Working Group Lead



## NMPC Annual Reports 2023-24

### Celebrations

Council organised the commemoration within the Parish of the Coronation of King Charles III in May which included the dedication of a new bench, a fun photo board and professionally installed bunting.

### Grand Union Walk

Council organised a walk in March 2024 along the Grand Union canal to Kings Langley to celebrate the towpath upgrade and to promote NMPC's financial contribution.

### Planning

Despite the relatively small size of the Parish, there are frequent planning applications for Council consideration as a statutory consultee. The Council reviews all applications in the context of planning guidelines, such as the National Planning Policy Framework, Dacorum's local plan and supporting documents such as parking standards, and endeavour to ensure that all proposed developments are compliant and in the interest of the Parish and its residents. Any Council comments or objections are recorded within the relevant application on the Dacorum Borough Council portal, as well as of course within our minutes.

Council gives particular scrutiny to parking provision for new applications, and their compliance with Dacorum's parking standards.

In the last twelve months, there were no applications which need escalation to the Dacorum Development Management Committee (DMC).

Councillor Briggs, the planning lead for the Parish attends regular (virtual) meetings which give the opportunity to raise queries, give feedback and receive updates on planning matters within the Borough.

The Council was pleased to note the Planning Inspectorate's rejection of a further appeal lodged in relation to proposed amendments to the development at Nash House within Nash Mills Wharf.

We successfully lobbied the applicant to reconsider plans for the proposed Installation of a Telecommunications Base Station in the recently created garden on Barnacres Road opposite The Denes.

The Council responded to several notable Public Consultations during the year.

- HCC Place & Movement Planning and Design Guidance
- St Albans DC Draft Local Plan 2041 Regulation 18 Consultation
- New consultation on the Dacorum Local Plan (2024-2040) – revised strategy for growth
- Three Rivers Local Plan Regulation 18 Part 4: Three Rivers' Preferred Local Plan Housing Growth Option – Protecting More Green Belt Land

Councillor Alan Briggs

Lead Cllr Planning and Lead Cllr for the events listed above.



## Your Parish Council

[www.nashmillsparishcouncil.gov.uk](http://www.nashmillsparishcouncil.gov.uk)



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Chairman

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**Cllr Steve Roberts**  
Chairman Personnel

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**Cllr Jamie Kitson**  
Nash Mills Village Hall  
representative

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### **Nikki Bugden**

Parish clerk / Responsible financial officer  
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For **David Drew**, parish warden, please contact the clerk

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*Some memories of 2023/24*

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