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Nash Mills Crime Figures 2020

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD.
BURGLARY (DWELLING)		3	1		1				1	1			
BURGLARY (Other)													
THEFT FROM MOTOR VEHICLE	2	1	2		1	4	2		1				
THEFT OF MOTOR VEHICLE		2		1				1		1			
DAMAGE OR DESTROY <£5,000	1	3			1				1	2	2		
THEFT FROM SHOP							2		1	1	2		
THEFT, OTHER	1	2	1		2	1							
DRUG RELATED			1			2			2	3	1		
OTHER CRIMES		1	1	2	1	1		1					
A.S.B (Youths)													
TOTALS	4	12	6	3	6	8	4	2	6	8	5		

Nash Mills Crime Figures 2020

DWELLING BURGLARY	
BURGLARY OTHER	
THEFT FROM MOTOR VEHICLE	
THEFT OF MOTOR VEHICLE	
DAMAGE OR DESTROY	Mill Close, car keyed (x2)
THEFT FROM SHOP	Tesco's, The Denes (x2) 1 charged, other known & will be charged
THEFT OTHER	
DRUG RELATED	Cannabis – Bunkers Park car park
OTHER CRIMES	



Clerk Report December 2020

(information only, if any resolutions are required, they will be noted on the agenda)

HCC Updates/ County Councillor

See separate agenda point

Wharf Estate/Vistry Group (Bovis/Linden Homes)

Complaints received re foliage being cut back and removal of trees on the canal – residents signposted to Vistry website.

Warden

Winter PPE delivered.

Our warden continues to battle the increased litter and fly-tipping issue within Nash Mills, fortunately with his hard work and his excellent relationship with the teams from DBC he is managing to keep on top of it.

Playpark Works

Finished. Clerk to arrange schedule of inspections for 2021.

Gate-closer- council advice needed. There has been an ongoing issue with the gate and I have had no luck in getting the previous contractor to engage yet (despite numerous calls and emails) to provide a quote to repair it. The self-closer has now broken but the warden has reported that the gate is now fitting much better without the self-closer and the original issue is subsequently resolved. It would appear that the original self-closer was too small for the size of the gate and a bigger one is not manufactured. This will now mean that the gate will not self-close and parents will be responsible for ensuring that they close the gate behind them. I will be asking council to consider that we leave the gate as is, especially as we have the yellow gates interrupting direct access to the road. We could then wait to see the outcome of our Spring inspection.

Accessibility Plan

Ongoing.

Assets of Community Value

DBC confirmed receipt and required copies of land registry documents provided by clerk.

Tommies

Back in storage as per council's request.

Clerk Phone

Contract expires December 2020 and will report to council in January.

Training

VAT Wed 2nd December 2020 (HAPTC)

Planning Presentation (DBC) attended.

Parish Online Software presentation 26th November 2020 (HAPTC) report to follow in January explaining costs and possible trial to measure against benefits to NMPC. The software enables us to plot planning/assets/issues and access multi-layer maps similar to the DBC system.

Bins riverside flats and cygnet house

Ongoing issues with the abuse of the bin cupboards and fly tipping, a lot of it is apparently created by residents' using the bin stores for large bulky items upon tenancy changes/building works rather than visiting the tip. DBC will not collect as it is private land.

I have finally located the managing agent. Lengthy discussion held. I have requested that solutions are investigated otherwise I will have no option but to report to enforcement as it is causing a health hazard. The managing agent is unhappy at the amounts being paid for private removal and I have asked that investigations are undertaken to look at ways of protecting their bins/limiting access.

Fly-Tipping Red Lion Lane (path down to the canal)

After lengthy enquiries I have managed to ascertain that the land does not belong to anyone-it is unregistered. I have asked B/Cllr Maddern to liaise with DBC to see what we can do about this section of unregistered land. I am not sure that it is in the parish councils' best interests (or indeed possible) to 'adopt' this parcel of land as we would then be financially liable for the ongoing maintenance and waste removal etc. We would also be liable for the removal of anyone living in their vehicles as has occurred previously. It would be preferable if we could ask DBC to take ownership and investigate options to make it a footpath perhaps reducing the access that enables the fly tipping by vans etc.

Correspondence Received

A resident has complained about the litter around the bins at Gade Tower and people throwing rubbish from their windows. There also appears to be too many bins for the bin storage cupboard. B/Cllr Maddern has taken this forward with DBC for us.

Nikki Bugden

Clerk to the Council December 2020

Nash Mills Parish Council

FINANCIAL SCHEDULE

Dec-20

Payee	Method	Description	Amount	Vat	Amount	Minutes ref	Inv No
NET STAFF SALARIES/HMRC	SO	Dec Net Salaries and HMRC	£ 1,884.25	£ -	£ 1,884.25		
Vodafone	DD	Clerk's Mobile Nov	£ 23.16	£ 3.44	£ 26.60		b2408921663
NMVHA	SO	Hall Hire Dec		0	0		
DBC	DD	Garage Rental	£ 52.60	£ 10.52	£ 63.12		
Paybureau	SO	Monthly wages Fee	£ 18.00	£ 3.60	£ 21.60		nm1220
Clerk Pension	Online		£ 360.60	£ -	£360.60		
clerk expenses	Online	Zoom December	£ 11.99	£ -	£ 11.99		
clerk expenses	Online	Po Box Renewal	£ 293.75	£ 58.75	£ 352.50		1802295499
clerk expenses	Online	Searches ACV	£ 6.00	£ -	£ 6.00		
clerk expenses	Online	Mileage Jun-Nov	£ 29.70	£ -	£ 29.70		
SLCC	Online	Subscription	£ 185.00	£ -	£ 185.00	20174fpc	mem233242
Etaerio	Online	Internal Audit Fee	£ 360.00	£ -	£ 360.00		29
DBC	Online	Election Fees 2019	£ 2,544.17	£ -	£ 2,544.17		1527979
Sovereign	Online	Playpark repairs	£ 1,337.46	£ 267.49	£ 1,604.95	2020140fpc	114737
Sovereign	Online	stepping pad repair	£ 119.90	£ 23.98	£ 143.88	2020141fpc	114734
Lamps & Tubes	Online	Install & removal Lights	£ 385.00	£ 77.00	£ 462.00	20104fpc	69911
Total			£ 7,611.58	£ 444.78	£ 8,056.36		
Diverse Print	Online	Magazine print	£ 817.00	£ -	£ 817.00		19046
NIKKI NOTES			£ 8,428.58	£ 444.78	£ 8,873.36		

Nash Mills Parish Council

Bank - Cash and Investment Reconciliation as at 1 December 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

30/11/2020	Lloyds Current A/C	43,968.25
30/10/2020	Natwest BR	80,837.50
07/10/2020	NatWest Current A/C	1,305.00
30/11/2020	Lloyds 32 Day	42,238.69

168,349.44

Other Cash & Bank Balances

0.00

168,349.44

Receipts not on Bank Statement

0.00

Closing Balance

168,349.44

All Cash & Bank Accounts

1	Lloyds Current A/C	43,968.25
2	NatWest BR	80,837.50
3	NatWest Current A/C	1,305.00
4	Lloyds 32 Day	42,238.69
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	168,349.44



NASH MILLS

PARISH COUNCIL

Clerk Report- Budget Version V4

Recommendation from Clerk

NMPC defer the final decision making to January until DBC have confirmed their levels.

Background

NMPC usually finalise their budget in the December meeting in line with our financial regulations.

We are waiting for the final grant and tax base figures from Dacorum Borough Council. Whilst we can budget for our anticipated expenditure without this, we cannot budget our income levels accurately.

NMPC wish to retain the precept at the existing levels therefore will be relying on the use of reserves to cover any shortfall. It may be that if this shortfall is too large then the expenditure for next year would have to be reconsidered and some budget items reduced further.

Budget Document V4 circulated

Nikki Bugden (RFO & Clerk) December 2020

Forward Budget Detail - By Combined Account Code

Note :- (-) Net Expenditure means INCOME is greater than EXPENDITURE

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
Budget Expenditure							
4000	Staff Costs (Inc HMRC)	17,393	29,900	30,498	31,108	31,730	32,365
4005	Pension	4,000	0	0	0	0	0
4010	Warden Salary	8,400	0	0	0	0	0
4015	OT/Backpay	436	0	0	0	0	0
4050	Payroll Charges	227	228	233	238	243	248
4055	P.O.Box	300	300	306	312	318	324
4060	Communications/Mobile	360	360	367	374	381	389
4065	Parish Magazine	1,545	1,950	1,989	2,029	2,070	2,111
4070	Delivery of Magazine	360	360	367	374	381	389
4075	Office Supplies	250	300	306	312	318	324
4080	Subscriptions	1,100	1,100	1,122	1,144	1,167	1,190
4085	Insurance	854	854	871	888	906	924
4090	Election Costs	500	0	0	0	0	0
4100	Press Advertising	45	0	0	0	0	0
4105	Audit Fees	618	618	630	643	656	669
4110	Website Maintenance	100	150	153	156	159	162
4115	Domain Hosting	80	80	82	84	86	88
4120	ICT/Licenses/IT Support	800	595	607	619	631	644
4125	Bank Charges	46	0	0	0	0	0
4130	Residents' Assoc Initiative	1,000	1,000	1,020	1,040	1,061	1,082
4140	Conferences/Training	1,325	975	995	1,015	1,035	1,056
4145	Dog Bags	400	0	0	0	0	0
4150	Competition Prizes	30	0	0	0	0	0
4160	Misc (park and misc)	562	800	816	832	849	866
4165	Hire Costs (Hall or Zoom)	404	404	412	420	428	437
4170	Tools/Covid Exp	0	200	204	208	212	216
4175	Garage Rent	663	663	676	690	704	718
4305	Repairs/signs/Park	600	635	510	520	530	541
	Total Overhead Expenditure	42,398	41,472	42,164	43,006	43,865	44,743
Budget Income							
1076	Precept	28,584	28,584	29,156	29,739	30,334	30,941
1090	Bank Interest	0	100	102	104	106	108
	Total Income	28,584	28,684	29,258	29,843	30,440	31,049
	Total Budget Expenditure :	42,398	41,472	42,164	43,006	43,865	44,743
	Income :	28,584	28,684	29,258	29,843	30,440	31,049
	Net Expenditure	13,814	12,788	12,906	13,163	13,425	13,694



logo

**AGENDA REQUEST FORM
(FOR ITEMS OUTSIDE OF WORKING GROUP MATTERS)**

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED IN ADVANCE OF THE MEETING IN LINE WITH THE TIMESCALES SCHEDULE THAT HAS BEEN CIRCULATED

Please note the clerk will endeavour to include your request, however the clerk will decide its suitability in line with statutory guidelines and other agenda items may take precedence.

NAME:	<u>VERGES</u>	DATE:	01.12.2020
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AGENDA ITEMS - INSERT WORDING TO APPEAR ON THE AGENDA. REMEMBER TO MAKE IT CLEAR WHAT YOU ARE ASKING COUNCILLORS TO DECIDE. PLEASE ALSO NOTE IF YOU ARE LOOKING FOR A SPECIFIC RESOLUTION.

“To consider...” “To note...” “To review...” “To agree....”

To formerly **withdraw** my previous proposal that was deferred in November meeting.

This is a replacement:

To **agree** to bring back to Council early next year further options for Verges numbered (1) and (2) for NMPC consideration:

- (1) Georgewood Road / Junction of Barnacres
- (2) Georgewood Road / Junction of Highbarns

To **agree** for works to be carried out at:

- (3) The Denes (Paid for by County Council Highways Budget £3,029)

To **agree** for works to be carried out at:

- (4) Bunkers Lane / (Highwoodhall Nature Reserve Gate) (Paid for by County Council Highways Budget £1,579.00)

To **agree** for works to be carried out at:

- (5) Mill Close (Paid for by County Council Highways Budget £3,247.00)

To **agree** for works to be carried out at:

- (6) Meadow Road 33-35 and 37-39 – Cost £10,776.00 (NMPC to fund project)

BACKGROUND INFORMATION - INSERT AS MUCH INFORMATION AS POSSIBLE SO THAT COUNCILLORS HAVE THE DETAIL THAT THEY NEED IN ORDER TO MAKE AN INFORMED DECISION.

Documents previously provided in the November meeting confirmed the breakdown of the costings for each Verge.

BACKGROUND DOCUMENTS LIST NAMES OF ANY DOCUMENTS OR SUPPORTING INFORMATION TO BE ATTACHED. ALL DOCUMENTS MUST BE SUBMITTED WITH THE REQUEST.

Following the October meeting the Clerk wrote to Peter Wright (Highways) on 10.11.2020 raising the question of installing Double Yellow Lines at Georgewood Road. (copy of email attached)

The response from Peter Wright (Highways) was received on 17.11.20 with costs and process for installing Double Yellow Lines for Georgewood Road / Junction of Barnacres and Georgewood Road /Junction of Highbarns. (copy of email attached)

Other options for these areas are to be investigated further by Working Group and brought back to Council for consideration next year.

COSTS - INSERT DETAIL OF COSTS ASSOCIATED WITH THE DECISION THAT YOU ARE ASKING THE COUNCIL TO MAKE (IF KNOWN).

Funding from NMPC to be approved for works to Verges at Meadow Road 33-35 and 37-39 – Repairs and Grasscrete = £10,776.00

All other works to Verges at The Denes, Bunkers Lane and Mill Close are to be funded by County Council Highways Budget

17th Nov 2020 County Highways Officer response to email from clerk 10th Nov 2020

Yes double yellows can be considered by Tina for HLB delivery.

At junctions, the restrictions are known as junction protection and are related to the highway code, rule 243, you should not park within 10m of a junction.

There is a legal process to follow which includes consultation with statutory consultees: fire, police, parish etc. as well as nearby residents, businesses etc.

Costs for rule 243 double yellows, includes for all legal work, advertising, consultation and road markings: 1 junction or site £4350, 2. £5225, 3. £6100, 4. £6975, 5. £7850.

Time taken from start to finish can vary but tends to be between 9 and 18 months. Note; though using rule 243 is generally seen as a sound reason to implement restrictions, implementation, because of the legal process, cannot be guaranteed.

10th Nov 2020 Clerk email to County Highways Officer and County Cllr

Just a quick update. Council have deferred the verges decision to the December meeting as they were not able to reach consensus this evening but a further question was raised and I wonder if you could please assist so that I can report back?

Georgewood Road and the parking on both sides of the road as it joins Barnacres have been raised this evening (and possibly the two corners where Georgewood meets Highbarns)

It appears that as the launderette has reopened it is pushing parking on to this road and it is making it terribly dangerous to pull out on to. This could be exacerbated should any development take place on the old Methodist church site.

Council asked whether double yellow lines might be considered as a safety precaution on Georgewood Road at these junctions and I would be interested in both of your views re this and the associated actions required/potential costs so





AGENDA REQUEST FORM
(FOR ITEMS OUTSIDE OF WORKING GROUP MATTERS)

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED A MINIMUM OF FIVE WORKING DAYS BEFORE THE DATE OF THE MEETING.

Please note the clerk will endeavour to include your request, however the clerk will decide its suitability in line with statutory guidelines and other agenda items may take precedence.

NAME:	<u>Alan Briggs</u>	DATE:	<u>01/12/2020</u>
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AGENDA ITEMS - INSERT WORDING TO APPEAR ON THE AGENDA. REMEMBER TO MAKE IT CLEAR WHAT YOU ARE ASKING COUNCILLORS TO DECIDE. PLEASE ALSO NOTE IF YOU ARE LOOKING FOR A SPECIFIC RESOLUTION.

“To consider...” “To note...” “To review...” “To agree....”

To receive the report of the Defibrillator Working Group (DWG) meeting held 24/11/20 and to agree the following:

- 20/194/FPC Defibrillator Working Group (Cllr Briggs) Appendix 7
- To receive the report and recommendations.
- To consider and if approved agree whether or not a Community Heartbeat Trust presentation is required
- To consider and if approved agree that the DWG should further investigate the retention of the current defibrillator and purchase of a new lockable cabinet. (Expenditure approvals to be sought form full council at a later date)
- To consider and if approved agree the preferred installation location. Clerk to investigate permissions.
-

BACKGROUND INFORMATION - INSERT AS MUCH INFORMATION AS POSSIBLE SO THAT COUNCILLORS HAVE THE DETAIL THAT THEY NEED IN ORDER TO MAKE AN INFORMED DECISION.

Council purchased a defibrillator some years ago. An action plan is needed to get it out of storage and into use.

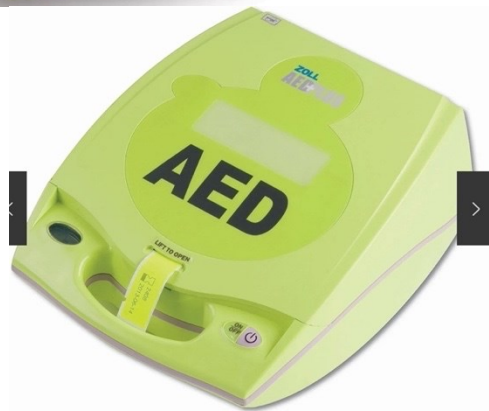
In October NMPC formed the DWG to investigate related matters.

BACKGROUND DOCUMENTS LIST NAMES OF ANY DOCUMENTS OR SUPPORTING INFORMATION TO BE ATTACHED. ALL DOCUMENTS MUST BE SUBMITTED WITH THE REQUEST.

COSTS - INSERT DETAIL OF COSTS ASSOCIATED WITH THE DECISION THAT YOU ARE ASKING THE COUNCIL TO MAKE (IF KNOWN).

NASH MILLS PARISH COUNCIL – REPORT of the DEFIBRILLATOR WORKING GROUP (DWG)
MEETING 24/11/2020

- Richard Copeland has kindly agreed to join the DWG. A Nash Mills resident, he is a lead First Responder of a team of 6 who respond to category 1 (life threatening) incidents in the East of England region.
- Optional implementation partners
 - Community Heartbeat Trust (CHT)
 - No other identified
- Equipment specs
Defibrillator was recommended to NMPC by St Johns Ambulance before purchase:
Zoll AED Plus Semi-Automatic Defibrillator – SJA Product Code: H40017
Richard believes that it should be possible to re-commission the unit with new pads and batteries – estimated cost £200



Case – non lockable was purchased

Avia 200 Defibrillator Cabinet with Audible Alarm & Heating – SJA Product Code: H31011



A lockable cabinet would be required for outside installation and East of England Ambulance Service norms. Example: **Secure External Defibrillator Cabinet DS2 Locked £535.99 ex VAT**



- Advice from Community Heartbeat Trust was considered – SEE APPENDIX 1
 - The DWG recommends that the services proposed in their Managed solution are more than NMPC needs and thus the recurring expenditure is not needed.

NASH MILLS PARISH COUNCIL – REPORT of the DEFIBRILLATOR WORKING GROUP (DWG)
MEETING 24/11/2020

- The DWG agreed a list of matters for **initial** consideration by full council.
 - Implementation partners
 - - CHT have offered to present to full council. DWG recommends that this would be most beneficial only if full council selected the CHT Managed solution.
 - Implement or replace current equipment
 - - Purchase vs Managed – DWG recommends that neither option is needed
 - - DWG recommends retaining the defibrillator, replace pads and batteries
 - - DWG recommends purchasing a new lockable cabinet
 - - DWG recommends gifting the cabinet to the Village Hall (if they can apply for a British Heart Foundation or other grant for their own indoor defibrillator)
 - Location assessments (see potential locations assessment – APPENDIX 2)
 - - Select preferred location
 - - Agreement to approach preferred property owner(s)
 - - Authorise approaches to DBC / HCC to evaluate permissions required etc
 - Insurance
 - - Clerk to check with current insurers regarding existing theft and liability cover
- The DWG agreed a list of matters for consideration by the DWG and then full council at a later date.
 - Finalised Costs – implementation / ongoing maintenance / consumables / energy
 - Detailed training not required. First Responders could provide optional training.
 - Awareness programme
 - Guardian(s)
 - Maintenance programme
 - Budgeting for replacement defibrillator every 5 to 10 years
 - Scheme registration with East of England Ambulance service
 - Signage
 - Governance
 - Good Samaritan law - In English common law there is no criminal liability for failing to act in the event of another person being in danger; however, there are exceptions to this rule. In instances where there has been an assumption of responsibility by the bystander, a dangerous situation was created by them, or there is a contractual or statutory duty to act, criminal liability would be imposed on the bystander for their failure to take action. The courts are reluctant to penalize people attempting rescue. The [Social Action, Responsibility and Heroism Act 2015](#) helps protect 'good Samaritans' when considering a claim of negligence or a breach of duty

APPENDIX 1: COMMUNITY HEARTBEAT TRUST ADVICE

CLERK SUMMARY

Discussion with Community Heartbeat Trust 29/9/2020 (Martin Fagan)

Summary

- Solar defibs aren't proven as suitably effective in extensive trails
- We are on the border of two ambulance services, London Ambulance service will not register any locked cabinets on their system so anyone searching for one would not be directed to it.
- Incidences of theft/criminal damage are minimal
- Our Ins policy automatically provides loss and damage cover up to £5,000 (as well as the Public Liability cover of £10m) for defibrillators and cabinets whether locked or unlocked
- Ours is expensive to maintain, will need approx. £200 of upgrade to be viable, 20-year-old

design

- Our existing is an 'office type' not recommended for public use
- Cabinet we have is not IP rated ie insect/water ingress a problem
- Newer models are more 'user friendly' with regards monitoring etc
- Newer option for areas without electrics, battery operated in insulated bag rather than

heated cabinet

- Potential for a 'trade-in'
- Having 2 models the same in the parish will assist with training and maintenance
- 'manual' models would require someone to check it weekly.
- Newer models have integrated electronic checking systems.

SEE ALSO:

<https://www.communityheartbeat.org.uk/starting-project>

NASH MILLS PARISH COUNCIL – REPORT of the DEFIBRILLATOR WORKING GROUP (DWG)
MEETING 24/11/2020

APPENDIX 2: LOCATION ASSESSMENT

CONSIDERATION	Denes - green space / notice board	Denes - DBC building	NM CE Primary School	Three Tuns	Village Hall	Anderson Woodman outer wall
Accessibility - Pedestrian	5	5	Rejected as they already have a defibrillator	4	2	5
Accessibility - Vehicle	5	5		5	2	5
Electricity supply	1	5		3	5	3
Lighting	4	5		4	2	5
Security	4	5		3	1	3
Longevity of the site	5	5		2	5	4
TOTAL SCORE	24	30		21	17	25
Rating for each potential location for each consideration from 1 (lowest) to 5 (highest)						
CHT GUIDANCE NOTES						
Usually, it is best to identify areas with a high footfall and that allows relatively easy access to equipment should it be required in an emergency.						
"Regardless of the type of location a key thing to note, however, is that all Ambulance Services have an activation radius for community defibrillators ranging from 200 - 1600 metres depending on the area. In effect, this means that if a 999 call is made outside of this area, the unit may not show up on their systems, and thus the defib will not be activated in a rescue"						

POTENTIAL LOCATIONS

The Denes - green space / notice board



The Denes - DBC building



The Three Tuns



The Village Hall



Anderson Woodman outer wall



Report to Nash Mills Parish Council

All reports to be circulated in advance of NMPC Meeting.

Working Group Name	The Denes
Meeting Held (Date)	Wednesday 28 th October, 17.30
Present at Meeting	Alan Briggs, Steve Roberts, Nicola Cobb
Apologies	Lisa, Jan, Michele, Mandy
Agenda Items for Resolution/Decisions Needed <i>Please list each point requiring a decision separately for inclusion on the agenda.</i> <i>Please note items not included on the agenda cannot be approved.</i>	No agenda items. Report for information only
Spending Level Requiring Authorisation	n/a
Quotes Circulated (if required)	n/a
Relevant Powers to Spend (if spending approval needed) <i>Please liaise with Clerk if guidance required.</i>	n/a
Policies Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	n/a
Risk Assessment Needed? Existing or New? <i>Please liaise with Clerk if guidance required.</i>	n/a
Notes / Other Items Supporting Above	n/a

Actions items

Actions from November meeting	Status
All attendees to review the area at The Denes, when visiting, with regard to shape, slope, etc. and consider options individually for discussion at the next working group meeting	
Actions from October meeting	Status
Nicola to ask Nikki to add agenda item to progress bicycle stands at the Denes.	Completed
Nicola to send out ideas / plans previously discussed in preparation for next meeting.	Completed
Nicola to schedule next WG meeting mid-November (preferred day Wednesday)	Completed
Nikki is already enquiring with DBC whether they have someone who can help with potential CAD drawings	In progress
WG to investigate local architects / illustrators who could provide an 'artist's impression' of our ideas for the Denes (once approval received by Highways). Discuss with Nikki whether there are any contacts via the local clerk network.	In progress

Summary of Meeting

There are no agenda requests from this meetings. We spent time on various discussion points to eventually put into options to present to Cllr Howard and Peter Wright. E.g.

- Which is the best layout of benches – around a square vs.in a line?
- Purpose of space – separate seating or more social area. Pros/Cons of each.
- How does the slope on the grass area impact any proposed options?
- Where should the noticeboard be placed? Within an area together with benches? Near to, but separate to the seating area?
- Which way should the noticeboard face? Towards the shops or towards the road (Barnacres Road)?
- Additional footpaths to separate seating area from the road.
- How to create a barrier between the car park and the seating if needed.

Next steps for the working group

- Nicola, Steve, Alan to come back with different options after visiting the The Denes to check on layout, slope of land, etc.
- Attendees of next meeting to work on draft plan to be presented at full council and, if agreed, to share with Peter for initial approval.



Clerk Report- Speed Indicator Devices (November 2020)

Supporting references

<https://www.hertfordshire.gov.uk/media-library/documents/about-the-council/consultations/highways/speed-management-strategy-v6.01-june-20.pdf#page48>

This document (section 10) gives full details of Herts County Council (HCC) requirements with regards to potential locations, efficacy reports and all supporting information for speed indicator devices (SIDs)

Introduction

Timeline

- June 2020 road safety on Georgewood Rd raised under public participation by Cllr Cobb following road traffic incidents and subsequent residents' approaches. A resident and resident's association had also contacted the clerk expressing concerns about safety on this road.
- July 2020 Agenda Item 20/107/FPC Georgewood Road, traffic safety.
- Aug/Sept 2020 Clerk investigated options with Herts County Council and was told that HCC will not conduct a speed and volume survey to investigate the installation of a speed indicator device (SID) on Georgewood Road due to lack of reported incidents.
- Oct 2020 - During Parish walkaround with Herts County Councillor and Herts Highways, they offered the option of a parish funded SID, without the need to contact a S&V survey and explained the options for moving to different locations.

The Herts County Council Speed Management Strategy July 2020 states that third party funding negates the requirement for a speed and volume survey

10.2.5 SIDs and sockets fully funded by third parties (no HLB or PCC) are not required to satisfy the speed criteria

Regardless of funding the SID remains a HCC asset and can only be moved, altered, or maintained by HCC but with associated costs falling to the funder.

HCC have indicated that they will, when timings permit, conduct a speed & volume survey at Bunkers Lane to consider the provision of a SID at the crossing point near to the playground but they are unable to commit to timescales and subsequent funding, although likely remains unconfirmed until after that survey has been conducted.

Considerations for Council

HCC have a cut of date of 31st December for any SID request for installation Feb/March 2021. Next programme of works is likely to be order April for delivery and installation late Spring/early Summer

1. Do council wish to fund a SID on Georgewood Road?
2. Do council wish to determine a second or third location?
3. Can council reach consensus on a second location immediately or does it require further investigation and a further agenda point? (need to advise HCC by January of first site)
4. Do council require a working group to investigate options or can it be covered by an existing working group?

Outline Costs from HCC (November 2020)

Description of Service	Price	Notes
Solar powered SID *	£5100.00	
Cost of moving SID from one socket to another	£675.00	Only 2 programmes of work per year
Cost of swivelling SID 180 degrees on existing post	£200.00	Would happen at next programme of works
New/another socket	£590.00	If we don't name site at outset it would happen at next programme of works
New socket and relocation	£1040	Would happen at next programme of works
All sites/works need C/Cllr approval.		

*Solar powered speed indicator device price includes

- + installation on a new retention socket
- + removal if damaged or stops working beyond 12-month warranty
- + all required Traffic Management / Restricted Working if applicable
- + advance scheme boards and letter drop
- + commuted sum for replacement and maintenance within 5 years of installation

Useful Information

- SIDS record speed and volume in both directions.

Whilst NMPC now has the General Power of Competence there would also be the relevant power to spend under the Highways Act 1980 section 274a

A parish council or community council may contribute towards any expenses incurred or to be incurred by a highway authority in constructing, removing or maintaining—

(a) traffic calming works, or

(b) other works (including signs or lighting) required in connection with traffic calming works, if, in the opinion of the council, the expenditure is or will be of benefit to their area

Future Considerations to Note for Forthcoming Years.

- £1000 maintenance for years 6-10 (Nov 2020 prices)
- £275 one off data download (included free when SID moved or swivelled)

Nikki Bugden (Clerk) December 2020

Full Council Action List

Nov 2020 (post Meeting)

Actions from Most Recent Meeting (To Be Discussed)	Comment
Georgewood Road update (yellow lines enquiry)	Clerk to email and update Council
Budgets with reworked magazine figures	Cllr Cobb to advise clerk
Awaiting Further Updates (ONGOING to Be Discussed)	
Photo Authorisation form required (to accompany RA)	LB
Borough Councillor Actions	
Fly Tipping (Red Lion Lane car park) Lindens/Cress Nikki to search land registry	JM (Borough) to contact (Mar)
CCTV Upgrade costings @ The Denes	JM (Borough) ongoing with DBC
The Denes Signage (CCTV /Fly Tipping etc)	JM (Borough) ongoing
JM to contact Steve Barnes re: ticket meter. (ongoing)	JM (Borough) ongoing
Gulleys @ The Denes	JM (Borough) ongoing
Steps (Georgewood)	JM (Borough) ongoing
Litter Bunkers Lane	JM to report to clean safe and green
County Councillor Actions	
Georgewood Road yellow lines enquiry	Clerk to email
Verges awaiting council consensus	Clerk to update HCC officer and C/Cllr
Clerk Actions (Most Recent Meeting Information Only)	In addition to standard duties
Minutes to website for Oct	
Draft Nov Minutes	
Draft and submit planning comments for Nov x3	
Budgets/quarterly figures update magazine costs	
Update action list	
Send meeting queries to Highways Officer and C/Cllr Howard	
Arrange for monthly payments to be made	
Key pension return	
Arrange for Cllr Berkeley and Cllr Bayley/Cllr Maddern to sign fin docs	
Arrange for Cllr Bayley to sign off all remote documents	
Investigate PAYE query	
Investigate Investment options	Clerk to open account once online banking resolved.
Investigate warden phone	
Check clerk phone contract	
Chase Joe Guiton re verge hardening	
Query-Rob Cassidy Re playpark history	Referred to another officer
Check papers in garage for archives	
LB contacted Luke Johnson, re: tree survey in Highbarns.	Clerk taking over, chaser email sent Aug 2020
Gate (Bunkers Park)	Chased quote 22/10

Add addendum to clerk contract with payroll dates	
Clerk ongoing actions (longer term)	
NatWest online banking	In progress
Investigate Accessibility report/EU reference	Ongoing working through plan
Investigate audit comments and historic comments too	Ongoing
Update RA to consider latest Coronavirus recommendations	Clerk to create separate Covid-19 RA and to update existing RA
Long Term Actions No Immediate Resolution (Reminders)	
Costed plan from Sunnyside to be obtained once permissions re land recd.	SR, on hold
All councillors to continue to report unauthorised banners within NM to JM.	ALL
Willow Trees	JM in progress but leave on until planted
Garage Clear out/archiving	Clerk
Projector screen	JM
War Memorial (status review before handover)	