



NASH MILLS

PARISH COUNCIL

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Councillors Lisa Bayley, Jan Maddern, Michele Berkeley, Alan Briggs, Nicola Cobb, Mandy Lester, Steve Roberts, Emily Tout

are hereby summoned to attend.

Nash Mills Parish Council Meeting Monday 14th February 2022 8.00pm

Nash Mills Village Hall, Lower Road, Hemel Hempstead.

To transact the business on the following agenda

PLEASE NOTE- SAFETY ADVICE AND IMPORTANT INFORMATION BELOW

Members of the public and press are allowed by legislation to attend a parish council meeting, however during the current Covid-19 pandemic NMPC would advise any members of the public that they do so at their own risk. Face coverings should be worn whilst within the village hall. Please contact the clerk to advise of attendance so that we can confirm room capacity. All supporting information and any decisions made will be available on our website.

Nikki Bugden

Mrs N Bugden

Clerk to Nash Mills Parish Council – 04/02/2022

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting. Please see our website or contact the clerk for accompanying reports.

AGENDA

22/020/FPC Apologies

To receive apologies

22/021/FPC Interests

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

22/022/FPC Minutes

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

10th January 2022

Please note clerks' amendment to the date noted under agenda point 22/012/FPC (correction to financial year)

22/023/FPC Reports to Council (information only no actions arising unless separately detailed below)

Crime Report (PCSO Keir Simpson) **Appendix 1**

Clerk Report- circulated. **Appendix 2**

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

22/024/FPC Public Issues/Participation

Members of the public can raise matters of concern or items for discussion pertinent to the agenda. Should you wish to speak during public participation regarding an item on this agenda **please pre-register with the clerk by 9am on the Thursday before**

the meeting to reserve your 3-minute slot. Please note that there are 15 minutes maximum overall in this section and slots are allocated on a first come first serve basis. Comments relating to items not on the agenda may be circulated to council by alternate means upon request to the clerk.

PLANNING & CONSULTATIONS- Cllr Briggs

22/025/FPC Planning Applications

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

[22/00126/LDP | Single Storey Rear Extension | 180 Belswains Lane Hemel Hempstead Hertfordshire HP3 9XA \(dacorum.gov.uk\)](#)

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

8th February 2022- 14th February 2022

Clerk to advise. The Dacorum monthly list showing the individual applications that may be included for consideration at this meeting can be verified by members of the public using the link [Monthly List \(dacorum.gov.uk\)](#)

22/026/FPC Consultations. (Clerk to advise)

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

22/027/FPC DBC Development Management Committee Meeting (to consider any actions required) Appendix 3

To receive the report relating to application 21/02671/FUL (18 Nash Green) and the Parish representation/DMC decision and to determine any actions arising (if deemed necessary).

22/028/FPC Planning Information/Updates from Clerk. (Clerk to advise)

To note the update received for the St Albans City & District Local Plan -link to document below.

[localplannewsletter \(stalbans.gov.uk\)](#)

FINANCE

22/029/FPC Monthly Financial Matters Appendices 4 a-f

- a. To authorise payments to be made. (Monthly schedule attached)
- b. To receive month end reconciliation
- c. To receive a summary of income received 1st April 2021-31st January 2022
- d. To receive Quarter 3 Clerk/RFO report, statutory receipts and payments details to date and to note the budget and reserves position as at end January 2022
- e. To agree any virements between earmarked reserve headings (if required) prior to financial year end
- f. To note transfer from NatWest Business Reserve Account to NatWest Current Account to meet virement across to Lloyds Bank (virement previously agreed by council). Sum to be transferred £20000.

STATUTORY MATTERS

22/030/FPC To receive and consider for adoption the reviewed policies and procedures as listed below, (clerks suggested amendments advised when circulated).

- a. Risk Management (& Financial) Scheme
- b. Audit Plan
- c. ICO Publication Scheme
- d. Complaints Policy
- e. Vexatious Complaints Policy.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

22/031/FPC Personnel Committee (Cllr Roberts) Appendices 5a-d

- a. To receive and note the Personnel Committee report
- b. To adopt the appraisal policy recommended by committee
- c. To ratify the clerks revised job description recommended by committee
- d. To ratify the pay increment and increase to working from home allowance, recommended by committee, and awarded in line with budgets approved by council.

22/032/FPC Jubilee Event Working Group (Cllr Briggs) Appendix 6

To receive the report

To consider which actions the council wish to progress as outlined below ready for the Platinum Jubilee

- a. To agree that an event should be held
- b. To agree which Councillors would host / attend the event
- c. To agree that the date of the event should be SATURDAY 4th June, or an alternative.
- d. To agree that The Denes canopy should be decorated with bunting (in the same space where Christmas lights are installed). (See Clerks appendix with quotes)
- e. To determine which supplier and contractor should be used if bunting agreed above
- f. To consider whether music should be provided, pre-recorded or local performers.
- g. To consider and agree options for catering the event. Clerk to investigate permissions and options (See clerks appendix)
- h. Drinks (hot) to be included?
- i. Canapé style food (cream teas for example) to be included?
- j. To agree to publicise the event on the official web site: <https://platinumjubilee.gov.uk/events/>
- k. To consider and agree the use of Earmarked Reserves to fund the event if grant funding does not cover all the cost.

Other Jubilee events

- a. To consider options for a treasure hunt type activity for residents and families to search for Jubilee related items around the Parish.
- b. To consider working in liaison with the Nash Mills Primary School to produce Jubilee related art, including a competition for the best art.
- c. To consider asking Councillors to approach shopkeepers to encourage them to decorate their windows and / or display a publicity poster.
- d. To consider options for a best decorated house competition.

Publicity

- a. To consider whether the timing of the parish magazine is appropriate to publicise the event.
- b. To consider whether an additional flyer should be produced
 - a. To consider the options for distribution (distributor vs. Councillors)
- c. To consider a poster for shop window(s)
- d. To consider how to involve Residents Associations in the proposed events.

22/033/FPC Open Spaces Working Group (Cllr Berkeley) Appendix 7

- a. To consider the appropriate responses to the statements included in the working group report (as circulated) to facilitate negotiations for the new draft lease between NMPC and Abbots Hill School. NB report deemed commercially sensitive therefore not appended to the public documents.
- b. To instruct the clerk to engage a solicitor on behalf of NMPC.

22/034/FPC The Denes -Jubilee (Cllr Cobb) Appendix 8

To receive the report

To consider determining the following matters arising from the working group report:

- Dividing the project into two separate areas
- Bench style (Jubilee or Dacorum) agree costs and installation by DBC approved contractor
- Plaque type

22/035/FPC Noticeboard (Cllr Cobb) Appendix 9

To determine which quote and supplier as outlined in the report (circulated in advance) NMPC wish to instruct.

22/036/FPC Magazine Delivery (Cllr Cobb) Appendix 10

To consider actions to be taken to arrange future magazine deliveries

22/037/FPC Remote Meetings – Lobbying of MP Appendix 11

To consider whether NMPC wish to use the letter circulated to lobby in support of renewed remote meeting permissions and to note any suggested amendments or inclusions.

22/038/FPC Action list Appendix 12 (for information only)

Our next meeting will be held Monday 14th March 2022, 8.00pm, agenda items to clerk no later than Thursday 3rd March please. Late items will not be accepted.