



Clerk Report March 2022

Dates to note

Please note that the clerk will be preparing for the financial year end and audit over the next few weeks so the responses to emails may be delayed.

Verges Phase 2

Coming back to agenda in April.

Lease

Email has been sent to Solicitor acting on behalf of AHS with queries raised at last meeting. Response still outstanding.

Noticeboard

Waiting for installation quote from HCC then a site visit will be arranged pre ordering.

Jubilee

Separate agenda point.

Use of Noticeboard on High Barns

Permission given by Nash Residents Assoc for us to use their board should we need to.

Georgewood Steps

Not included on agenda this month as works have now commenced.

Licenses

Updates from last meeting queries

Jubilee

Events licence and performing licence not deemed necessary by Dacorum Borough Council (DBC) for Jubilee if music will only be 'background' music rather than a large event/performance.

Food safety regulations and constraints re biscuits etc forwarded to working group.

Clerk has attended the DBC Jubilee training and is working closely with the risk team who will require our risk assessment once all details of activities are finalised.

Magazine delivery/ages/contracts

Separate agenda item.

An HCC permit will be required if deliverer is under 16

[Child employment: Local council rules for child employment permits - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/organisations/local-councils/about-us/child-employment-local-council-rules-for-child-employment-permits)

[Young people and work | Hertfordshire County Council](https://www.hertfordshire.gov.uk/young-people-and-work)

NMPC will also need a safeguarding policy and appropriate risk assessment.
Response from insurer below.

There are no policy restrictions in relation to employing under 16s so as long as they are working on behalf of the Parish Council and the Parish Council agrees to accept responsibility for their duties, they will be insured automatically as a volunteer of the Parish Council under the following sections of the policy:

Employers' Liability

This cover will protect the Parish Council should they sustain an injury during the course of their duties and can successfully prove that the Parish Council has failed to provide an adequate duty of care towards them.

The Parish Council should ensure they are competent to carry out the tasks expected and that they have access to the correct tools as well as suitable clothing/protective equipment.

Public Liability

This section of the policy will operate should the Parish Council be found legally liable for any work undertaken by volunteers that leads to loss, injury or damage being sustained by a member of the public.

As they are under the age of 16, the Personal Accident cover, which applies to volunteers aged between 16 and 90, will not be in force.

There are no insurance requirements that state an adult must supervise the work but if they are under the age of 16, the Council will need to carry out appropriate checks in relation to Child Protection laws and guidance. To assist with this, it is recommended that your County/District Council Education department are consulted and either NALC or your local Association may be able to provide some guidance also.

We would expect the Council to carry out a risk assessment with any issues identified, rectified accordingly. We do not need to see a copy of this but ask that a copy of this is kept on file by the Council. The attached document should assist.

If any individual is using any equipment not belonging to the Council, our policy will not extend to cover this for any loss or damage.

The same will apply to any adults working on behalf of the Council but with the Personal Accident in force, as follows:

Personal Accident

If aged between 16 and 90, they will be automatically covered under this section. There is a sum payable of £100,000 in the event of an accident-causing death, loss of limbs or sight or permanent total disablement. A £500 weekly benefit is payable for a maximum period of 2 years should the accident prevent them from pursuing their usual occupation.

We would expect any self-employed individuals to have their own public liability insurance as presumably they carry out work for other parties so our policy will not and cannot extend to cover such individuals as we would not expect the Council to insure them for when they are working for other parties. A copy of their insurance should be sought and kept on file by the Council.

Allotments

UPDATE

Following on from query raised at last meeting, these are owned and managed by DBC but DBC unable to clarify why they manage them and receive the income rather than NMPC, apparently it is a historic arrangement.

Crime Reports

Query from last meeting-all domestic related incidents were linked so inflation was in figures being reported rather than a rise in criminal incidents committed separately.

Financial Software

Rialtas license updated

Warden Updates

Tree damage at Chambersbury Lane

Tree damaged in the storms but supported by a neighbouring tree. DBC advised and have visited site.

Tree stumps on verge at Chambersbury Lane

A large number of additional tree stumps have now been placed on the highway verge. This now means that DBC will be unable to tend any of these verges. DBC have been informed and would like to know if NMPC can identify who has done this as it is classed as illegal fly-tipping. Council to advise clerk if they wish clerk to contact the Residents Association asking for help in identifying the culprits or whether the clerk should just report to DBC and request removal as they are fly tipped and could be a safety liability. Photographs with Verges working group lead.

Fly-tipping at garages

Increasing amounts of rubbish being left at a number of garage locations within the parish. Rubbish had identifying details of the same culprit so these have been advised to Clean, Safe and Green team at DBC who will forward to the enforcement team.

Bunkers Play Park trees

Checked and made safe (where appropriate) by warden, post storms.

Parking at The Denes

Warden has received more complaints that cars are being left there all day, some of which are employees of the shops not using the rear car parks, some are contractors parking multiple cars at the Denes and then all going off in one work van. Warden reports that at 6.30am this week 17 cars were left at The Denes from overnight parking.

Training Attended/Attending

Practitioners Conference attended 15/16/17 Feb Agenda can be found [by clicking here](#) should anyone be interested in the content.

[The Greening Campaign - Home \(greening-campaign.org\)](http://greening-campaign.org) – interesting session re hedgerow planting being more ecologically beneficial and suitable for more locations than just planting planting trees.

LGPS Pension portal Training (4/3 7/3 8/3)

DBC Jubilee event training March 2022

Freedom of Information Request

Received but as this was relating to County Council matters it was directed to the appropriate webpage at HCC. Not an NMPC query.

Correspondence received (please note that this may not include all items)

- Belswains Lane parked vehicles on footpath- request for assistance by resident who due to his visual impairment is struggling to pass along Belswains Lane due to the number of vehicles blocking the footpath. Clerk spoke to resident. Information sent across to Verges group to include in their report. Resident will also be working with the clerk to investigate the accessibility of our website.
- Complaint re repairs and maintenance and contractor services at DBC, clerk spoke to resident's daughter, taken forward by Borough Cllr.
- Grant enquiry received from Willows Residents Association. Awaiting completed application and supporting documents which will then be brought to council for deliberation in line with our grant awarding policy.