



Parish Council Meeting Minutes
12th February 2024 7.30pm
held at Nash Mills Village Hall

Present

Councillor Lisa Bayley (Chairman)
Councillor Alan Briggs
Councillor Michele Berkeley
Councillor Nicola Cobb
Councillor Jamie Kitson
Councillor Steve Roberts

In Attendance

Meeting opened at 7.30 pm with 1 member of the public and the clerk present.

AGENDA

23/129/FPC Apologies

Councillor Grant Kennedy not present (no apologies received)

23/130/FPC Interests

- a. To receive declarations of interest from councillors on items on the agenda
Cllr Kitson noted an interest in agenda item 23/140/FPC relating to Nash Mills School
 - b. To receive written requests for dispensations for declarable interests; and
 - c. To grant any requests for dispensation as appropriate
- None declared.

23/131/FPC Minutes

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

8th January 2024

Resolved, proposed Cllr Bayley seconded Cllr Briggs that the minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

23/132/FPC Reports to Council (information only no actions arising unless separately detailed below)

Clerk Report- circulated. **Appendix 1**

Borough and County Cllr Reports **Appendix 2**

As there was no written C/Cllr report the clerk gave a verbal update.

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

23/133/FPC Public Issues/Participation

None

PLANNING & CONSULTATIONS

23/134/FPC Planning Applications

- To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 30th January 2024

[24/00189/FUL | Demolition of existing dwelling and constructions of a new dwelling | 13 Longdean Park Hemel Hempstead Hertfordshire HP3 8BZ \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs seconded Cllr Roberts that NMPC offer no objection. Unanimously agreed.

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

30th January 2024- 12th February 2024 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here [Planning Search \(dacorum.gov.uk\)](#) and will have detailed information on applications that may be on the agenda

None

23/135/FPC Consultations. (Clerk to advise) Appendix 3

Local Cycling & Walking Infrastructure Plan

- That council determine whether they wish to make a representation on this early consultation

Resolved, proposed Cllr Briggs seconded Cllr Kitson that NMPC offer comment on this consultation. Unanimously agreed.

- That council determines its comments/views to be submitted. Closing Date Monday 26 February.

Resolved, proposed Cllr Briggs seconded Cllr Kitson that NMPC submit comments relating to the following

- Potential for any links with the St Albans routes
- NMPC view that Bunkers Lane is not suitable as a secondary route (safety concerns /traffic speed/gradient/width)
- Adequate provision of street furniture on the routes including dog waste disposal/benches/refuse bins
- Consideration required for access to the new crematorium
- Accessibility concerns re the steps at Catts dell Bottom (Georgewood Road route/ Northend boundary.)
- Concerns that Red Lion Lane and Lower Road are not included as routes even though these are the means for many residents to reach the tow path routes.

Unanimously agreed.

23/136/FPC DBC Development Management Committee Meeting (DMC)

None

23/137/FPC Planning Information/Updates from Clerk. (Clerk to advise)

It was noted that the Milbor application for revision of conditions had been withdrawn. Details can be found on this link [Variation of condition 2 \(Approved plans\) attached to planning permission 4/02781/18/MFA](#)

FINANCE

23/138/FPC Monthly Financial Matters Appendices 4a-i

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

Clerk asked that it be noted that the schedule did not include the sum of £50 under the previously agreed donation to the yarn bombers and a revised schedule will be circulated and signed in the March meeting.

Resolved, proposed Cllr Bayley, seconded Cllr Berkeley that all payments as listed below be approved.

Unanimous decision.

Payee	Description	Amount	Vat	Amount
SALARIES/HMRC/PENSION	Feb Salaries, HMRC, Pension	£ 2,633.32	£ -	£ 2,633.32
Vodafone	Clerk's Mobile	£ 18.34	£ 3.66	£ 22.00
NMVHA	Hall Hire	£ 30.00	0	£ 30.00
DBC	Garage Rental	£ 54.60	£ 10.92	£ 65.52
Paybureau	Monthly Wages Fee	£ 18.80	£ 3.76	£ 22.56
Chess ICT	dd monthly fees for Cllr emails due (paid 28th monthly)	£ 36.00	£ 7.20	£ 43.20
Yarn Bombers	Donation	£ 50.00		£ 50.00
Play Inspection Co	quarterly inspection	£ 110.00	£ 22.00	£ 132.00
Glasdon	gateway sign	£ 1,085.45	£ 217.09	£ 1,302.54
Viking	stationery	£ 40.11	£ 8.02	£ 48.13
Ringway	Sign Installation	£ 485.00	£ 97.00	£ 582.00
SUBTOTAL		£ 4,561.62	£ 369.65	£ 4,931.27
Payment made using Debit Card/Online				£ -
Hedgehogs r us	Hedgehog Highways	£ 157.50		£ 157.50
Hemel Copy Print	printing for The Denes sessions	£ 62.00	£ 12.40	£ 74.40
Netnerd	domain renewal paid end Jan via card	£ 49.99	£ 10.00	£ 59.99
TOTAL		£4831.11	£392.05	£5,223.16

- b. To confirm the bank signatories for the February payments.

Resolved, proposed Cllr Bayley, seconded Cllr Bailes that Cllrs Berkeley & Bayley sign off the February payments via online banking. Unanimous decision

- c. To receive and approve the statutory receipts and payments report up to 31st January 2024
- d. To receive and approve the RFO quarterly report up to 31st December 2023
- e. To receive and approve the bank reconciliation up to 31st January 2024

Resolved, proposed Cllr Bayley, seconded Cllr Bailes that the items c, d, e above be received and approved. The bank balances confirmed at £103255.65. Unanimous decision

- f. To note that the pension returns for February 2024 have been submitted.
- g. To note that Cllr Cobb will undertake the quarterly internal control inspection.
- h. To note that the internal auditor visit is booked for Wednesday 17th April 2024
- i. To note that the Department for Levelling Up, Housing and Communities have notified that the appropriate sum for Local Government Act 1972 Section 137(4)(a) for Parish, Town, and Community Councils for 2024-25 is £10.81.

Resolved, proposed Cllr Bayley, seconded Cllr Bailes that the items f, g, h, i, be noted. Unanimous decision.

STATUTORY MATTERS

23/139/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

- ICO Publication Scheme (annual review)
- Complaint Policy (annual review)
- Vexatious Complaints Policy (annual review)

Resolved, proposed Cllr Bayley, seconded Cllr Bailes that the policies above be adopted with the changes suggested by the clerk and that an alias email address ‘Chairman@’ be created by the clerk and added to the complaints policy. Unanimous decision.

- Grant & Donation Policy (to consider any amends to the new policy prior to adoption)

Resolved, proposed Cllr Bayley, seconded Cllr Bailes that the revised policy be adopted with the limits set by the clerk. There will also be an amendment relating to ‘best value’ evidence. Unanimous decision.

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

23/140/FPC Grants and Donations Appendix 5

Nash Mills School PTA

To consider the additional information obtained relating to the January grant application from the PTA at Nash Mills School for a new play trail.

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that NMPC support the grant application. Due to concerns about future availability of grant funding in NMPC earmarked reserves it was approved that the amount awarded be reduced to a third of the sum requested (£3333.00). Unanimous decision.

23/141/FPC Business Planning Group Appendix 6

To determine the following actions arising from the group recommendations

- a. To consider the creation of a new ‘library box’ working group

Resolved, proposed Cllr Kitson, seconded Cllr Briggs that a working group be created. Unanimous decision.

- b. to appoint a lead Cllr and determine the membership and scope of the group

Resolved, proposed Cllr Kitson, seconded Cllr Bayley that Cllr Briggs be nominated as lead. Membership Cllr Briggs/Cllr Kitson/Cllr Bayley/Cllr Cobb. Scope -to investigate

location/size/permissions/costs/maintenance and all supporting actions to facilitate full council determining this project. Unanimous decision.

- a. New bin at The Denes
- b. Postbox
- c. Hedgehog project

Clerk gave a verbal update and no further actions to be determined by council at this time.

23/142/FPC Canal Walk Working Group (Cllrs Briggs)

To determine any further actions arising from the working group meetings

None

23/143/FPC D-Day 80-Beacon of light. Appendix 7

To consider the new information relating to the D-Day 80 commemorations and to determine any council actions or expenditure in relation to this.

8.56 pm Cllr Bailes left the meeting due to personal reasons.

Resolved, proposed Cllr Bayley, seconded Cllr Briggs that NMPC take no further action with this item.

Unanimous decision.

23/144/FPC The Denes Session. Cllr Berkeley

To consider the verbal report and any items for inclusion on future agendas.

A verbal update was given by Cllr Berkeley and the following items will be included on the next agenda.

Dog Waste

Verges

Potholes (Chambersbury Lane).

The clerk will investigate the soft plastic recycling, a pathway concern and a tree issue and respond directly to the residents and report back to council as appropriate.

23/145/FPC CPRE. Cllr Briggs

To consider whether NMPC wish to invite CPRE ([Home - CPRE](#)) to deliver a 'talk' following the email that was circulated to all councillors and to determine a suitable opportunity.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that whilst NMPC are interested in inviting CPRE in principle, stage 1 will be to investigate suitable venues whilst the clerk investigates potential timeslots and suggested donation amounts. Unanimous decision.

23/146/FPC Action List Appendix 8 (for information only-no actions arising.)

Next meeting Monday 11th March 2024

Agenda Items no later than 9am Thursday 29th February please-late items will not be accepted.