



Parish Council Meeting Minutes

11TH March 2024 7.30pm

held at Nash Mills Village Hall

Present

Councillor Alan Briggs (Chairman)

Councillor Alex Bailes

Councillor Nicola Cobb

Councillor Grant Kennedy

Councillor Jamie Kitson

In Attendance

Meeting opened at 7.35 pm with the clerk present.

AGENDA

23/147/FPC Apologies

To receive apologies for absence

Councillor Lisa Bayley

Councillor Michele Berkeley

Councillor Steve Roberts

Apologies received.

23/148/FPC Interests

a. To receive declarations of interest from councillors on items on the agenda
Cllr Cobb asked that a personal interest be noted under planning item 24/00385/FHA

b. To receive written requests for dispensations for declarable interests; and
None

c. To grant any requests for dispensation as appropriate
None

23/149/FPC Minutes

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

12th February 2024

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

23/150/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**

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

23/151/FPC Public Issues/Participation

None

PLANNING & CONSULTATIONS

23/152/FPC Planning Applications

- To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 1st March 2024

[24/00385/FHA | Insertion of dormer windows to front roof slope and single storey rear extension. | 5 Georgewood Road Hemel Hempstead Hertfordshire HP3 8AN \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs seconded Cllr Bailes that NMPC offer no objection. Unanimously agreed. Cllr Cobb did not take part in the discussion or vote.

[24/00357/LDP | Garage conversion with new rendered finished to front elevation and amended door and window positions with front entrance ramp | 1 Chambersbury Lane Hemel Hempstead Hertfordshire HP3 8AY \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs seconded Cllr Bailes 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.

1st March 2024- 11th March 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.

23/153/FPC Consultations. (Clerk to advise) Appendix 3

[Taking Care of our Spaces, Places & Community Survey \(hemelgardencommunities.co.uk\)](#)
(closing date 15/3/2024)

Resolved, proposed Cllr Briggs seconded Cllr Bailes that the clerk submit the responses as agreed by Councillors at the meeting. Unanimously agreed.

23/154/FPC DBC Development Management Committee Meeting (DMC)

To consider any actions arising from DMC cases (as required, clerk to advise)

None

23/155/FPC Planning Information/Updates from Clerk. (Clerk to advise)

Information only, no actions required

None

FINANCE

23/156/FPC Monthly Financial Matters Appendices 4a-f

- 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 March payments to be made in accordance with the budget (included in monthly schedule attached)

Resolved, proposed Cllr Kennedy seconded Cllr Bailes that the payments be approved as listed below. The clerk was asked to confirm that the payment to the Information Commissioners Office (ICO) £35 is obligatory for NMPC prior to the April bank debit.

SALARIES/HMRC/PENSION	March Salaries, HMRC, Pension	£ 2,911.51	£ -	£ 2,911.51
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
Diverse Print	final mag edition for yr. 1600x24pp	£ 605.00	£ -	£ 605.00
SUBTOTAL		£ 3,674.25	£ 25.54	£ 3,699.79

b. To confirm the bank signatories for the March payments.

Resolved, proposed Cllr Kennedy seconded Cllr Bailes that Cllr Roberts and Cllr Kennedy sign off the banking payments. Unanimous decision.

c. To receive and ratify the approval of the amended February payment sheet

d. To receive and approve the statutory receipts and payments report up to 29th February 2024

e. To receive and approve the bank reconciliation up to 29th February 2024

f. To receive and approve the asset register at 1st March 2024

Resolved, proposed Cllr Kennedy seconded Cllr Bailes that items c-f above be received and approved in line with the circulated appendices. Bank reconciliation at 29th February 2024 £98694.05 (variance for unrepresented payments £99.00), Asset register 1st March 2024 £25872.50 Unanimous decision.

g. To note that the pension returns for March 2024 have been submitted.

Noted.

STATUTORY MATTERS

23/157/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

- Investment Strategy (annual review)

Resolved, proposed Cllr Briggs seconded Cllr Cobb that council defer this item as the clerk had not finalised the document following annual leave. Unanimously agreed

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

23/158/FPC Business Planning Group Appendix 6 (Group Lead Cllr Roberts)

To determine the following actions arising from the group recommendations

- a. To consider the content and submission of the post box relocation proforma

Resolved, proposed Cllr Briggs seconded Cllr Kitson that the clerk submit the proformas, requesting two options in case one is a more preferable action for Royal Mail.

Option a) a new post box installation at The Denes, Option b) the relocation of the post box on Belswains Lane, currently situated at the former post office forecourt, to The Denes. Clerk to ascertain that there will be no charge levied to NMPC. Unanimous decision.

Council noted at this point that a business planning working group meeting is scheduled for 27th March 2024.

b. Gardens & Environment

- To consider the creation of a gardens & environment working group, and if approved
- To determine its lead, membership, and scope.

Resolved, proposed Cllr Briggs seconded Cllr Kitson that NMPC defer this item back to the business planning working group to enable the suggested projects to be prioritised as the scope was deemed too large at present for a 'task and finish' working group. Unanimously agreed.

c. Good Neighbour Scheme

- To consider whether NMPC wish to create an NMPC good neighbour scheme working group and if approved,
- To determine its lead, membership, and scope.

Resolved, proposed Cllr Briggs seconded Cllr Kitson that NMPC defer this item back to the business planning working group for further investigation. This will enable council to have a full report of the planned actions and proposed outcome to make an informed determination about the working group, and appropriate lifespan and scope. Unanimously agreed.

d. Parish map

- To consider whether NMPC wish to commission a bespoke parish map (Cllr Cobb)
- To discuss use/content
- To request that the clerk obtains examples/updated costs to bring back to council

Council was supportive, in principle, of the concept of an NMPC map being commissioned.

Resolved, proposed Cllr Cobb seconded Cllr Briggs that the clerk should obtain further quotes and investigate examples and all of the necessary permissions and costings to bring this project back to council for deliberation. Unanimous decision.

To note the following updates from the clerk

- New bin at The Denes
- Community outreach

Clerk provided a verbal update which was noted.

23/159/FPC Play Park Repairs Appendix 7

To determine any further actions arising from the clerks' report (including expenditure approval if required)

Resolved, proposed Cllr Briggs seconded Cllr Kitson that NMPC defer this item until the site visit by councillors (as suggested at the last meeting) be undertaken. Unanimous decision. Cllr Briggs will coordinate the site visit.

23/160/FPC Canal Walk Working Group (Group Lead Cllrs Briggs)

To determine any further actions arising from the working group meetings

Verbal update given. Clerk to print sign in sheets. Cllr Cobb to bring the parish high vis vests.

23/161/FPC The Denes Session. Appendix 8

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

Cllr Cobb gave a verbal report. Residents had raised the absence of a light at a request stop bus shelter on Barnacres Road and a resident commented regarding traffic issues caused by parking on Bunkers Lane.

Clerk explained that both matters have been raised previously with the responsible authority (Herts County Council) and they will be raised again.

23/162/FPC CPRE. Cllr Briggs Appendix 9

To consider the details received from CPRE following the requests for further information at the February meeting.

Resolved, proposed Cllr Briggs seconded Cllr Kitson that council agree in principle to an event to bring residents together. The subject area 'Countryside Close to Home' was selected to tie in with the NMPC Biodiversity ethos and the suggested donation of £100 to CPRE for this talk was agreed. Unanimous decision.

Cllr Briggs to speak to the Three Tuns to investigate available dates in May and the clerk to liaise with the CPRE representative once a selection of dates for the venue has been earmarked. Item to be brought back to council for further determination in April. Clerk to approach Dacorum Borough Council (DBC) to see if there are any free resources such as seeds etc. Council to consider tying event in with the hedgehog highways project.

23/163/FPC Living Christmas Tree Cllr Bayley Appendix 10

- That council determine whether to investigate the purchase of a living Christmas tree on the land opposite The Denes, and if approved,
- That council determine expenditure (and an earmarked reserves sum)

Resolved, proposed Cllr Briggs seconded Cllr Kennedy that NMPC do not progress this project due to the costs involved. Unanimous decision.

23/164/FPC Dog Waste. Cllr Cobb Appendix 11

To consider what actions can be taken by the parish council to further support residents with issues being experienced due to dog waste.

Resolved, proposed Cllr Briggs seconded Cllr Cobb that NMPC continue their education and awareness campaign as the clerk is already working with all local responsible authorities to seek assistance with this issue. Unanimous decision.

Clerk to contact Keep Britain Tidy and also Nash Mills school to investigate any new campaign ideas.

23/165/FPC Action List Appendix 12 (for information only-no actions arising.)

Meeting Closed 21.18pm

Next meeting Monday 8th April 2024

Agenda Items no later than 9am Thursday 28th March please-late items will not be accepted.

Chairman Signature

8th April 2024