



Parish Council Meeting Minutes

8th July 2024 7.30pm

held at Nash Mills Village Hall

Present

Councillor Lisa Bayley (Chairman)

Councillor Alex Bailes

Councillor Michele Berkeley

Councillor Alan Briggs

Councillor Nicola Cobb

Councillor Grant Kennedy

Councillor Steve Roberts

In Attendance

Meeting opened at 7.30 pm with the clerk present.

24/046/FPC Apologies

Apologies received from Cllr Jamie Kitson.

24/047/FPC Interests

- a. To receive declarations of interest from councillors on items on the agenda
- b. To receive written requests for dispensations for declarable interests; and
- c. To grant any requests for dispensation as appropriate

No interests were declared.

24/048/FPC Minutes

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

10th June 2024

Resolved, proposed Cllr Bayley seconded Cllr Bailes that the minutes be approved as an accurate reflection of the business transacted and they were duly signed by the chairman. Unanimous decision.

24/049/FPC Reports to Council (information only no actions arising unless separately detailed below)

Clerk Report- circulated. **Appendix 1**

Clerk was asked to investigate what happens to the proposed crossing and allocated s106 monies should NMPC determine not to renew the playpark lease.

Borough and County Cllr Reports **Appendix 2**

No report received

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

24/050/FPC Public Issues/Participation.

No public present

PLANNING & CONSULTATIONS

24/051/FPC Planning Applications

- To consider and approve any Parish Council responses to the following planning applications received since last meeting up to 20th June 2024

No applications received during this period.

- To consider and approve any Parish Council responses to any planning applications received during the period after which the agenda was published.
20th June 2024- 8th July 2024 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here [Planning Search \(dacorum.gov.uk\)](https://www.dacorum.gov.uk/planning-search) and will have detailed information on applications that may be on the agenda

[24/01410/FHA | Amendments to approved planning application 23/01319/FHA to front elevation portico and side garden store. | 31 Longdean Park Hemel Hempstead Hertfordshire HP3 8BZ \(dacorum.gov.uk\)](#)

Resolved, proposed Cllr Briggs, seconded Cllr Berkeley that NMPC submit no objection to this amendment of the previously approved application. Unanimous decision.

24/052/FPC Consultations. (Clerk to advise)

Electoral Review

To determine if NMPC wish to submit any comments on the proposed boundary changes for the wards in Dacorum. [Dacorum | LGBCE](#)

[Guidance for Parish and Town Councils \(flippingbook.com\)](https://www.flippingbook.com)

Resolved, proposed Cllr Bayley seconded Cllr Bailes that the clerk write to confirm that this relates to the ward boundaries and that there is no change to any parish boundaries. Unanimous decision.

24/053/FPC DBC Development Management Committee Meeting (DMC)

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

None

24/054/FPC Planning Information/Updates from Clerk. (Clerk to advise)

Councillors were reminded of the DBC planning drop-in sessions, open to all councillors, held the first Friday of every month via Teams.

FINANCE

24/055/FPC Monthly Financial Matters Appendices 3a-f

- To note and ratify any payments made since the last meeting or those paid by NMPC debit card under delegated powers, and to approve July payments to be made in accordance with the budget (included in monthly schedule circulated)
- To agree for the clerk to make all contractual payments due in August under delegated authority (all to be reported at the September meeting).

Resolved, proposed Cllr Kennedy, seconded Cllr Bailes that the payments as listed be noted and approved for payment and that the clerk be authorised to make all August payments as necessary. Unanimous decision.

Payee	Description	Amount	Vat	Amount
SALARIES/HMRC/PENSION	Salaries, HMRC, Pension	£ 3,117.56	£ -	£ 3,117.56
Vodafone	Clerk's Mobile	£ 18.42	£ 3.68	£ 22.10
NMVHA	Hall Hire	£ 30.00	0	£ 30.00
DBC	Garage Rental	£ 58.39	£ 11.68	£ 70.07
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
Willows RA	Grant awarded June 2024	£ 200.00	0	£ 200.00
SUBTOTAL		£ 3,479.17	£ 26.32	£ 3,505.49
Clear Insurance	Local Council Insurance (claimed by debit on ac June)	£ 722.43	0	£ 722.43
		£4201.60	£ 26.32	£4227.92

c. To confirm the bank signatories for the July and August payments

Resolved, proposed Cllr Kennedy, seconded Cllr Bailes that Cllr Berkeley and Cllr Kennedy be approved as signatures to sign of these payments. Unanimous decision.

d. To receive and approve the statutory receipts and payments report up to 30th June 2024

e. To receive the June 2024 (quarter 1) finance report

f. To receive and approve the bank reconciliation up to 30th June 2024

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

Resolved, proposed Cllr Kennedy, seconded Cllr Bayley that items d-g be noted, received and approved as circulated with the bank accounts reconciling at £132689.38. Unanimous decision.

STATUTORY MATTERS

24/056/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)

None listed for July

AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES

24/057/FPC Bleed Kit Appendix 4

- To consider if NMPC wish the Clerk to investigate the installation of a 'bleed kit' next to the defibrillator.
- To agree that the Clerk should write to the **THE DANIEL BAIRD FOUNDATION** and the **East of England Ambulance Service** to ask for clarification regarding public / Council liabilities and EEAS support for the kits.
- If the feedback is positive, then Clerk to seek installation permissions from DBC & HCC.
- To agree that there will be a future agenda item to confirm whether the expenditure is to be approved (subject to positive feedback from all the enquiries).

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the clerk investigate the options, suitability and use of the proposed bleed kit as listed above and also checks with the NMPC insurers. Matter to be brought back to council for further deliberation regarding expenditure. Unanimous decision.

24/058/FPC Electric Vehicle Charging Points Appendix 5 (Cllr Briggs)

To consider whether NMPC wishes to pursue the potential installation of electric vehicle charging points in the Parish.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the clerk approaches DBC and HCC to ascertain whether there are plans to add charging points to the parish. Cllr Briggs to also ask at the Friday planning sessions if/how publicly accessible points are factored into larger scale developments within Dacorum. Unanimous decision.

24/059/FPC Bunkers Lane Playpark Survey Review and Lease Appendix 6

To determine any actions arising from the circulated survey results and associated actions with regards to the lease renegotiations with Abbots Hill School (AHS) for Bunkers Lane Playpark.

A discussion was held reflecting on the outcome of the survey. There is an appetite from the respondents for a playpark but with improvements.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the clerk commence preliminary negotiations with AHS to determine opportunity for grass cutting, a longer-term lease (suggested 10 years) and partnership working, to enable NMPC to consider ways to improve upon the equipment and opportunities available. Unanimous decision.

Any potential cost implications were discussed and will be brought back to full council once the clerk has liaised with AHS and obtained more clarity. The majority of councillors were supportive of a small increase to the precept (potentially circa 16p per band D property per week) if the lease term was sufficient and the playpark was able to be improved to meet the resident's needs.

24/060/FPC 2-factor Authentication Appendix 7 (Group Lead Cllrs Briggs)

To consider if NMPC wish to implement 2 factor authentication

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that NMPC implement 2-factor authentication. Unanimous decision.

24/061/FPC Nash Chills Appendix 8 (Cllr Kennedy)

To consider the creation of a working group to begin planning a NASH CHILLS Community event to celebrate all that is great about Nash Mills. This will also coincide with the 75-year anniversary of Nash Mills Village Hall.

Resolved, proposed Cllr Kennedy, seconded Cllr Bailes that a working group be created to investigate options for a Parish led event.

Scope: to investigate dates, options and ideas to bring back to council for deliberation.

Membership: Cllr Kennedy (lead), Cllr Bailes, Cllr Roberts, Cllr Berkeley. Unanimous decision. Cllr Bayley offered support with regards event planning and risk assessments once the project was at that stage of planning. Unanimous decision.

24/062/FPC The Denes Session

To receive verbal update and to take any items for investigation by the clerk or for inclusion on a future agenda.

Ongoing poor turnout from some Cllrs was raised. A trio of Cllrs always attend but attendance from others has been poor. Next session 9/9/24, Cllr Roberts, Cllr Kennedy and Cllr Berkeley have said that they can attend.

24/063/FPC Library Box Appendix 9 (Cllr Briggs)

To receive the working group report (circulated in advance) and to determine any actions or expenditure arising to progress the project.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that this item be deferred to the September meeting as the final quotations had not yet been received. Unanimous decision.

24/064/FPC Christmas lights timings

To determine the timings and dates for the Christmas lights at The Denes for Christmas 2024.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the dates and times be confirmed as listed below.

Unanimous decision. **23rd November 2024-6th January 2025 6am-8am, 3pm-11pm**

24/065/FPC Chambersbury Lane Residents Meeting Appendix 10 (Cllr Cobb)

To determine if NMPC wish to make any representations in relation to the circulated report.

A discussion was held. It was felt that whilst the parish council had no direct powers in this highways matter there could be an impact on the parish if certain measures were approved for Chambersbury Lane, particularly with the scale of the proposed Hemel Garden Communities project and its associated significant increase to traffic and the proximity to Bunkers Lane.

On the basis that council were keen to ensure that there was no negative impact pushed to other areas within the parish.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that the clerk write to the Residents Association and county councillor to formally request that NMPC be kept informed of any actions or updates, particularly due to concerns regarding the impact of any traffic calming on other areas within the parish. Unanimous decision.

24/066/FPC Project Updates Appendices 11a, 11b

To consider the updates from the clerk and to consider any actions relating to the following projects under investigation by the clerk (please see the reports from the meeting June 2024, Appendix 7 & 8 or the action list below for background information)

- Assets Review
- Playpark Review

Clerk’s updates were received. It was noted that there were no urgent safety matters highlighted in the Playpark review, however council were keen to update and replace equipment once there was clarity with regards to the lease renewal. It is widely recommended in the sector that a council have a minimum of an 8-year lease prior to any large capital expenditure being committed to ensure sufficient value for public funds is obtained.

Resolved, proposed Cllr Briggs, seconded Cllr Bayley that a Redi D test be undertaken upon the renewal of the lease and that the suggested improvements are brought back to council at this point. In the meantime, warden weekly checks and contracted quarterly inspections will continue to monitor all equipment.

At this juncture (9.30pm) discussion was suspended and it was Resolved, proposed Cllr Bayley, seconded Cllr Briggs that we suspend the Standing order 3 (x) to allow for the continuation of our meeting beyond the 2hr/10pm cut-off to cover urgent matters left on the agenda. Unanimous decision

24/067/FPC Action List Appendix 12 (for information only-no actions arising.)

Next Meeting Monday 9th September 2024 Agenda items no later than Thursday 29th August 2024

Meeting closed 9.32pm

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Chairman 9/9/2024