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NASH MILLS

PARISH COUNCIL



Clerk Report February 2025

Playpark

Final inspection has now taken place. Urgent remedial actions taken by warden as playpark had been significantly vandalised.

Asset register to be updated after 31/3/25. Note in clerk's diary.

SPEED Indicator Devices

See January report. Update post county elections May 2025

War memorial and Gardens

No update to report.

Poplar Trees Kingfisher Drive (adjacent to Milbor site)

It was brought to my attention that a contractor was seen (and they confirmed) that they were engaged to provide a quote for felling these trees. These trees are protected so the person who raised it with me liaised with the district councillor and DBC to ensure that there is no misunderstanding with the landowner/developer regarding these trees at this site and the protection that these trees have.

Dacorum Climate Action Network (DCAN)

Annual Event will take place on Monday, 10th March 2025. DBC advised this clashes with our meeting.

Parish Magazine

All debtors have now paid

Breakfast at Abbots Hill

Booked 11/2/25

Bleed Kit/Library Box

Both now installed. Added to warden checks and bleed kit will be added to the Defib risk assessment.

Warden Updates

Continued issues with fly tipping. Clerk has requested assistance from district Cllr re unadopted land on Red Lion Lane. Clerk has also requested potential use of DBC mobile CCTV units. DBC are investigating options for us as this is a fly tipping 'hot spot' for us.

DBC response received re above -they do not view this area as a 'hot spot' with their data held. Warden instructed to not clear any items from this area and to report all items on the DBC portal.

Govt Devolution White Paper

Correspondence received today (10/2/25) NMPC should keep abreast of any notifications from HAPTC.

[Letter: Hertfordshire - GOV.UK](#)

New Clerk

Interviews 10/2/25. 4 candidates for interview. Provisional space booked for HAPTC 'new clerk training'.

Clerk currently working on handover 'file' to assist incoming clerk.

Clerk/ Cllr training/CPD/attendance

Clerk attended the East Herts briefings evening sessions

Cllrs Berkeley & Briggs attended the daytime sessions

Clerk & District Cllr meeting with the DBC 'filming officer' 10/2/25.

Cllr Briggs attended planning update session.

Further Action List Updates (carried forward from last clerks report)

- See separate business planning excel sheet [business planning WG.xlsx](#)
- I have chased all Cllrs to ask them to look at any outstanding items to determine direction of travel for NMPC in 2025/26 and 2026/27. Individual Cllrs or working group leads to take ownership of bringing items back to council as an agenda item for decision making
In relation to the above Cllr Kitson has suggested postponing website WG until new clerk in position.
- I have emailed Cllr Maddern about the history board outstanding for Nash House
- Magazine advertising -diary note created for July 2025 to review pricing ready for 2026/27

Correspondence received (please note that this will not include all items dealt with by the clerk)

Nikki Bugden 10/2/2025



Ministry of Housing,
Communities &
Local Government

Open consultation

Strengthening the standards and conduct framework for local authorities in England

Published 18 December 2024

Applies to England

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Annex A: Personal data



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1. Scope of this consultation

Topic of this consultation

This consultation seeks views on introducing a mandatory minimum code of conduct for local authorities in England, and measures to strengthen the standards and conduct regime in England to ensure consistency of approach amongst councils investigating serious breaches of their member codes of conduct, including the introduction of the power of suspension.

Scope of this consultation

The Ministry of Housing, Communities and Local Government (MHCLG) is consulting on introducing strengthened sanctions for local authority code of conduct breaches in England.

This includes all 'relevant authorities' as defined by Section 27(6) of the Localism Act 2011, which includes:

- a county council
- a unitary authority
- London borough councils
- a district council
- the Greater London Authority
- the London Fire and Emergency Planning Authority
- the Common Council of the City of London in its capacity as a local authority or police authority
- the Council of the Isles of Scilly
- parish councils
- a fire and rescue authority in England constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies,
- a joint authority established by Part 4 of the Local Government Act 1985, an economic prosperity board established under section 88 of the Local Democracy, Economic Development and Construction Act 2009
- a combined authority established under section 103 of that Act,
- a combined county authority established under section 9(1) of the Levelling Up and Regeneration Act 2023
- the Broads Authority

- a National Park authority in England established under section 63 of the Environment Act 1995

It does not cover:

- police and crime commissioners
- internal drainage boards
- any other local authority not otherwise defined as a 'relevant authority' above

All references to 'members' refer to elected members, mayors, co-opted and appointed members of each of the 'relevant authorities' defined above.

Geographical scope

The questions in this consultation paper apply to all relevant local authorities in England as defined above.

They generally do not apply to authorities in Wales, Scotland or Northern Ireland, except in relation to Police and Crime Panels in Wales.

Impact assessment

We will produce a full Public Sector Equality Duty (PSED) assessment, and all necessary impact assessments, as the policy proposals develop further following this consultation.

Basic information

This is an open consultation. We particularly seek the views of individual members of the public; prospective and current elected members/representatives; all relevant local authorities defined above; and those bodies that represent the interests of local authority members/representatives at all levels.

Body responsible for the consultation

The Local Government Capacity and Improvement Division of the Ministry of Housing, Communities and Local Government is responsible for

conducting this consultation.

Duration

This consultation will last for 10 weeks from 18 December 2024. This consultation closes at 11:59pm on 26 February 2025.

Enquiries

For any enquiries about the consultation please contact:

LGstandardsreform@communities.gov.uk

How to respond

You can only respond to this call for evidence through our online consultation platform, [Citizen Space \(https://consult.communities.gov.uk/local-government-standards-and-conduct/strengthening-the-standards-and-conduct-framework\)](https://consult.communities.gov.uk/local-government-standards-and-conduct/strengthening-the-standards-and-conduct-framework).

2. Ministerial foreword

The government is determined to fix the foundations of local government so councils can sustainably provide decent public services and shape local places, and so elected representatives can be fully accountable to the public they serve. Doing so is critical to national renewal, our missions, and our plans to push power out of Westminster and into the hands of local people with skin in the game.

At the core of this agenda is a plan to make local government across England fit, legal, and decent – so that councils have the backing from central government to deliver the high standards and strong financial management that they strive for, without needless micromanagement of day-to-day local decision-making. This plan includes:

- fixing our broken audit system
- improving oversight and accountability
- giving councils genuine freedoms to work for, and deliver in the best interests of, their communities
- improving the standards and conduct regime

This consultation is focused on the proposed reforms to the standards and conduct regime that will contribute to making sure England is covered by effective local and strategic authorities that are well-governed, with high standards met and maintained.

It is an honour and a privilege to be elected as a member and with it comes an individual and collective responsibility to consistently demonstrate and promote the highest standards of conduct and public service.

Members take decisions affecting critical local services such as social care, education, housing, planning, licensing, and waste collection. With greater devolution, local authorities will increasingly be taking decisions to shape local transport, skills, employment support, and growth. Decisions that are the responsibility of members impact virtually every citizen's life at some level, and the electorate has a right to expect that it can trust its local elected members to uphold the highest ethical standards and act in the best interests of the communities they serve.

I strongly believe that the vast majority of local elected members maintain high standards of conduct and that they are driven by duty and service. I believe that people stand for elected office in their local communities with the best intentions to act in the interests of those communities, bringing an energy and commitment to working collaboratively, creatively, and respectfully.

Members, officers, reporters and members of public are entitled to support and participate in the local democratic process in the confidence that high standards are maintained. This government wants to celebrate the positive power of public service and, in doing so, we want to give individual authorities appropriate and proportionate means to deal with misconduct effectively and decisively when it does occur. We also want to ensure that anyone can rightly feel confident about raising an issue under the code of conduct whether it impacts them personally and/or is a code conduct breach that brings the reputation of the council into disrepute.

With approximately 120,000 councillors in England across all types and tiers of local government, we know there are rare instances of misconduct.

Robust political debate is part of our democratic system, but we know from local councils that there are examples of bullying, harassment or other misconduct, when from even a very small minority of members can have a seriously destabilising effect, potentially bringing a council into disrepute and distracting from the critical business of delivering for residents.

This government is committed to working with local and regional government to establish partnerships built on mutual respect, genuine collaboration and meaningful engagement. Our ambition is to create a rigorous standards and conduct framework that will actively contribute to ensuring that local government throughout the country is fit, legal, and decent. With this in mind, this consultation seeks your views on a range of proposals to give local leaders the tools they need to establish and maintain a strong and ethical public service and democratic culture, and the people they serve the confidence that local democracy works for them.

3. Background: Standards and Conduct framework and sanctions arrangements

The [Localism Act 2011](#) (<http://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7/enacted>)^[footnote 1] established the current standards and conduct framework for local authorities.

The current regime requires every local authority to adopt a code of conduct, the contents of which must as a minimum be consistent with the 7 [‘Nolan’ principles of standards in public life](#) (<https://www.gov.uk/government/publications/the-7-principles-of-public-life>) (selflessness, integrity, objectivity, accountability, openness, honesty and leadership), and set out rules on requiring members to register and disclose pecuniary and non-pecuniary interests. Beyond these requirements, it is for individual councils to set their own local code. The Local Government Association (LGA) published an [updated model code of conduct and guidance](#) (<https://www.local.gov.uk/publications/local-government-association-model-councillor-code-conduct-2020>) in 2021, which councils can choose whether to adopt or not.

Every authority must also have in place arrangements under which it can investigate allegations of breaches of its code of conduct and must consult at least one independent person before coming to decisions. These decisions are normally taken in one of two ways depending on an authority’s specific arrangements. The decision can be made by full council following advice from their standards committee (or equivalent). Alternatively, the decision can be made by the standards committee if they have been given the power to do so. Although a standards committee may contain unelected independent members and co-opted members, only principal councils’ elected members may vote in a decision-making standards committee.

There is no provision in current legislation for a sanction to suspend a councillor found to have breached the code of conduct. Sanctions for member code of conduct breaches are currently limited to less robust measures than suspension, such as barring members from Cabinet, Committee, or representative roles, a requirement to issue an apology or undergo code of conduct training, or public criticism. Local authorities are also unable to withhold allowances from members who commit serious breaches of their code of conduct, and there is no explicit provision in

legislation for councils to impose premises bans or facilities withdrawals where they consider that it might be beneficial to do so.

The government considers that the current local authority standards and conduct regime is in certain key aspects ineffectual, inconsistently applied, and lacking in adequate powers to effectively sanction members found in serious breach of their codes of conduct.

4. Who we would like to hear from

Responses are invited from local authority elected members and officers from all types and tiers of authorities, and local authority sector representative organisations. We are also particularly keen to hear from those members of the public who have point of view based on their interest in accessing local democracy in their area or standing as a candidate for local government at any tier to represent their local community at some future point.

Please be assured that all responses to this consultation are anonymous, and no information will be disclosed in any future published response to the consultation, or reporting of the consultation results, that will compromise that anonymity.

Question 1

Please tick all that apply - are you responding to this consultation as:

a) an elected member – if so please indicate which local authority type(s) you serve on

- Town or Parish Council
- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

b) a council officer – if so please indicate which local authority type

- Town or Parish Council
- District or Borough Council

- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

c) a council body – if so please indicate which local authority type

- Town or Parish Council
- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

d) a member of the public

e) a local government sector body – please state

5. Strengthening the Standards and Conduct framework

a) Mandatory minimum prescribed code of conduct

The government proposes to legislate for the introduction of a mandatory minimum code of conduct which would seek to ensure a higher minimum standard of consistency in setting out the behaviours expected of elected members. The government will likely set out the mandatory code in regulations to allow flexibility to review and amend in future, this will also provide the opportunity for further consultation on the detail.

Codes of conduct play an important role in prescribing and maintaining high standards of public service, integrity, transparency, and accountability. At their best, they establish clear guidelines for behaviour and expectations that members always act ethically in the public's best interest. Currently,

there is significant variation between adopted codes, ranging from those who choose to adopt the LGA's full model code to those who simply conform with the minimum requirement of restating the Nolan principles.

A prescribed model code which covers important issues such as discrimination, bullying, and harassment, social media use, public conduct when claiming to represent the council, and use of authority resources could help to uphold consistently high standards of public service in councils across the country and convey the privileged position of public office. It could also provide clarity for the public on the consistent baseline of ethical behaviour they have a right to expect.

We would be interested in understanding whether councils consider there should be flexibility to add to the prescribed code to reflect individual authorities' circumstances. They would not be able to amend the mandatory provisions.

Question 2

Do you think the government should prescribe a mandatory minimum code of conduct for local authorities in England?

- Yes
- No
- If no, why not? [Free text box]

Question 3

If yes, do you agree there should be scope for local authorities to add to a mandatory minimum code of conduct to reflect specific local challenges?

- Yes – it is important that local authorities have flexibility to add to a prescribed code
- No – a prescribed code should be uniform across the country
- Unsure

Question 4

Do you think the government should set out a code of conduct requirement for members to cooperate with investigations into code breaches?

- Yes
- No
- Unsure

b) Standards Committees

Currently, there is no requirement for local authorities to constitute a formal standards committee. The only legal requirement is for local authorities to have in place 'arrangements' to investigate and make decisions on allegations of misconduct.

The government believes that all principal authorities should be required to convene a standards committee. Formal standards committees would support consistency in the handling of misconduct allegations, applying the same standards and procedures to all cases and providing a formal route to swiftly identify and address vexatious complainants. Furthermore, having a formal standards committee in place could support the development of expertise in handling allegations of misconduct, leading to more informed decision-making. Removing the scope for less formal and more ad hoc arrangements would also enhance transparency and demonstrate to the public that standards and conduct issues will always be dealt with in a structured and consistent way.

This section of the consultation seeks views on two specific proposals to enhance the fairness and objectivity of the standards committee process. Firstly, it considers whether standards committee membership would be required to include at least one Independent Person, as well as (where applicable [footnote 2](#)) at least one co-opted member from a parish or town council. Secondly, it seeks views on whether standards committees should be chaired by the Independent Person.

Question 5

Does your local authority currently maintain a standards committee?

- Yes
- No
- Any further comments [free text box]

Question 6

Should all principal authorities be required to form a standards committee?

- Yes
- No
- Any further comments [free text box]

Question 7

In most principal authorities, code of conduct complaints are typically submitted in the first instance to the local authority Monitoring Officer to

triage, before referring a case for full investigation. Should all alleged code of conduct breaches which are referred for investigation be heard by the relevant principal authority's standards committee?

- Yes, decisions should only be heard by standards committees
- No, local authorities should have discretion to allow decisions to be taken by full council
- Unsure

Question 8

Do you agree that the Independent Person and co-opted members should be given voting rights?

- Yes – this is important for ensuring objectivity
- No – only elected members of the council in question should have voting rights
- Unsure

Question 9

Should standards committees be chaired by the Independent Person?

- Yes
- No
- Unsure

Question 10

If you have further views on ensuring fairness and objectivity and reducing incidences of vexatious complaints, please use the free text box below.

[Free text box]

c) Publishing investigation outcomes

To enhance transparency, local authorities should, subject to data protection obligations, be required to publish a summary of code of conduct allegations, and any investigations and decisions. This will be accompanied with strong mechanisms to protect victims' identity to ensure complainants are not dissuaded from coming forward for fear of being identified,

There may be a range of views on this, as publishing the outcome of an investigation that proves there is no case to answer could still be considered damaging to the reputation of the individuals concerned, or it could be considered as helpful in exposing instances of petty and vexatious complaints.

Question 11

Should local authorities be required to publish annually a list of allegations of code of conduct breaches, and any investigation outcomes?

- Yes - the public should have full access to all allegations and investigation outcomes
- No - only cases in which a member is found guilty of wrongdoing should be published
- Other views – text box

d) Requiring the completion of investigations if a member stands down

In circumstances where a member stands down during a live code of conduct investigation, councils should be required to conclude that investigation and publish the findings. The government is proposing this measure to ensure that, whilst the member in question will no longer be in office and therefore subject to any council sanction, for the purposes of accountability and transparency there will still be full record of any code of conduct breaches during their term of office.

Question 12

Should investigations into the conduct of members who stand down before a decision continue to their conclusion, and the findings be published?

- Yes
- No
- Unsure

e) Empowering individuals affected by councillor misconduct to come forward

The government appreciates that it can often be difficult for those who experience misconduct on the part of elected members, such as bullying and harassment, to feel that it is safe and worthwhile to come forward and raise their concerns. If individuals believe there is a likelihood that their complaint will not be addressed or handled appropriately, the risk is that victims will not feel empowered to come forward, meaning misconduct continues without action. We recognise that standing up to instances of misconduct takes an emotional toll, particularly in unacceptable situations where the complaints processes are protracted and do not result in meaningful action. We are committed to ensuring that those affected by misconduct are supported in the right way and feel empowered to come forward. This section seeks feedback from local authorities with experience of overseeing council complaints procedures, or sector bodies and individuals with views on how this might be carried out most effectively. We are also keen to hear from those who work, or have worked, in local government, and who have either witnessed, or been the victim of, member misconduct.

Question 13

If responding as a local authority, what is the average number of complaints against elected members that you receive over a 12-month period?

[Number box]

Question 13a

For the above, where possible, please provide a breakdown for complaints made by officers, other elected members, the public, or any other source:

- Complaints made by officers [Number box]
- Complaints made by other elected members [Number box]
- Complaints made by the public [Number box]
- Complaints made by any other source [Number box]

Question 14

If you currently work, or have worked, within a local authority, have you ever been the victim of (or witnessed) an instance of misconduct by an elected member and felt that you could not come forward? Please give reasons if you feel comfortable doing so.

- Yes

- No
- [Free text box]

Question 15

If you are an elected member, have you ever been subject to a code of conduct complaint? If so, did you feel you received appropriate support to engage with the investigation?

- Yes
- No
- [Free text box]

Question 16

If you did come forward as a victim or witness, what support did you receive, and from whom? Is there additional support you would have liked to receive?

[Free text box]

Question 17

In your view, what measures would help to ensure that people who are victims of, or witness, serious councillor misconduct feel comfortable coming forward and raising a complaint?

[Free text box]

6. Introducing the power of suspension with related safeguards

The government believes that local authorities should have the power to suspend councillors for serious code of conduct breaches for a maximum of 6 months, with the option to withhold allowances and institute premises and facilities bans where deemed appropriate. This section of the consultation explores these proposed provisions in greater detail.

While the law disqualifies certain people from being, or standing for election as, a councillor (e.g. on the grounds of bankruptcy, or receipt of a custodial sentence of 3 months or more, or it subject to the notification requirements of the Sexual Offences Act 2003 - meaning on the sex offenders register) councillors cannot currently be suspended or disqualified for breaching their code of conduct.

Feedback from the local government sector in the years since the removal of the power to suspend councillors has indicated that the current lack of meaningful sanctions means local authorities have no effective way of dealing with more serious examples of member misconduct.

The most severe sanctions currently used, such as formally censuring members, removing them from committees or representative roles, and requiring them to undergo training, may prove ineffective in the cases of more serious and disruptive misconduct. This may particularly be the case when it comes to tackling repeat offenders.

The government recognises that it is only a small minority of members who behave badly, but the misconduct of this small minority can have a disproportionately negative impact on the smooth running of councils. We also appreciate the frustration members of the public and councillors can feel both in the inability to deal decisively with cases of misconduct, and the fact that offending members can continue to draw allowances.

Question 18

Do you think local authorities should be given the power to suspend elected members for serious code of conduct breaches?

- Yes – authorities should be given the power to suspend members
- No – authorities should not be given the power to suspend members
- Unsure

Question 19

Do you think that it is appropriate for a standards committee to have the power to suspend members, or should this be the role of an independent body?

- Yes - the decision to suspend for serious code of conduct breaches should be for the standards committee
- No - a decision to suspend should be referred to an independent body
- Unsure
- [Free text box]

Question 20

Where it is deemed that suspension is an appropriate response to a code of conduct breach, should local authorities be required to nominate an alternative point of contact for constituents during their absence?

- Yes – councils should be required to ensure that constituents have an alternative point of contact during a councillor's suspension

- No – it should be for individual councils to determine their own arrangements for managing constituents’ representation during a period of councillor suspension
- Unsure

a) The length of suspension

The Committee on Standards in Public Life recommended in their 2019 Local Government Ethical Standards^[footnote 3] (CSPL) report that the maximum length of suspension, without allowances, should be 6 months and the government agrees with this approach. The intent of this proposal would be that non-attendance at council meetings during a period of suspension would be disregarded for the purposes of section 85 of the Local Government Act 1972, which states that a councillor ceases to be a member of the local authority if they fail to attend council meetings for 6 consecutive months.

The government believes that suspension for the full 6 months should be reserved for only the most serious breaches of the code of conduct, and considers that there should be no minimum length of suspension to facilitate the proportionate application of this strengthened sanction.

Question 21

If the government reintroduced the power of suspension do you think there should be a maximum length of suspension?

- Yes – the government should set a maximum length of suspension of 6 months
- Yes – however the government should set a different maximum length (in months) [Number box]
- No – I do not think the government should set a maximum length of suspension
- Unsure

Question 22

If yes, how frequently do you consider councils would be likely to make use of the maximum length of suspension?

- Infrequently – likely to be applied only to the most egregious code of conduct breaches
- Frequently – likely to be applied in most cases, with some exceptions for less serious breaches

- Almost always – likely to be the default length of suspension for code of conduct breaches
- Unsure

b) Withholding allowances and premises and facilities bans

Giving councils the discretion to withhold allowances from members who have been suspended for serious code of conduct breaches in cases where they feel it is appropriate to do so could act as a further deterrent against unethical behaviour. Holding councillors financially accountable during suspensions also reflects a commitment to ethical governance, the highest standards of public service, and value for money for local residents.

Granting local authorities the power in legislation to ban suspended councillors from local authority premises and from using council equipment and facilities could be beneficial in cases of behavioural or financial misconduct, ensuring that suspended councillors do not misuse resources or continue egregious behaviour. Additionally, it would demonstrate that allegations of serious misconduct are handled appropriately, preserving trust in public service and responsible stewardship of public assets.

These measures may not always be appropriate and should not be tied to the sanction of suspension by default. The government also recognises that there may be instances in which one or both of these sanctions is appropriate but suspension is not. It is therefore proposed that both the power to withhold allowances and premises and facilities bans represent standalone sanctions in their own right.

Question 23

Should local authorities have the power to withhold allowances from suspended councillors in cases where they deem it appropriate?

- Yes – councils should have the option to withhold allowances from suspended councillors
- No – suspended councillors should continue to receive allowances
- Unsure

Question 24

Do you think it should be put beyond doubt that local authorities have the power to ban suspended councillors from council premises and to

withdraw the use of council facilities in cases where they deem it appropriate?

- Yes – premises and facilities bans are an important tool in tackling serious conduct issues
- No – suspended councillors should still be able to use council premises and facilities
- Unsure

Question 25

Do you agree that the power to withhold members' allowances and to implement premises and facilities bans should also be standalone sanctions in their own right?

- Yes
- No
- Unsure

c) Interim suspension

Some investigations into serious code of conduct breaches may be complex and take time to conclude, and there may be circumstances when the misconduct that has led to the allegation is subsequently referred to the police to investigate. In such cases, the government proposes that there should be an additional power to impose interim suspensions whilst and until a serious or complex case under investigation is resolved.

A member subject to an interim suspension would not be permitted to participate in any council business or meetings, with an option to include a premises and facilities ban.

We consider that members should continue to receive allowances whilst on interim suspension and until an investigation proves beyond doubt that a serious code of conduct breach has occurred or a criminal investigation concludes. The decision to impose an interim suspension would not represent a pre-judgement of the validity of an allegation.

We suggest that:

- Interim suspensions should initially be for up to a maximum of 3 months. After the expiry of an initial interim suspension period, the relevant council's standards committee should review the case to decide whether it is in the public interest to extend.

- As appropriate, the period of time spent on interim suspension may be deducted from the period of suspension a standards committee imposes.

Question 26

Do you think the power to suspend councillors on an interim basis pending the outcome of an investigation would be an appropriate measure?

- Yes, powers to suspend on an interim basis would be necessary
- No, interim suspension would not be necessary
- Any further comments [free text box]

Question 27

Do you agree that local authorities should have the power to impose premises and facilities bans on councillors who are suspended on an interim basis?

- Yes - the option to institute premises and facilities bans whilst serious misconduct cases are investigated is important
- No - members whose investigations are ongoing should retain access to council premises and facilities
- Unsure

Question 28

Do you think councils should be able to impose an interim suspension for any period of time they deem fit?

- Yes
- No
- Any further comments [free text box]

Question 29

Do you agree that an interim suspension should initially be for up to a maximum of 3 months, and then subject to review?

- Yes
- No
- Any further comments [free text box]

Question 30

If following a 3-month review of an interim suspension, a standards committee decided to extend, do you think there should be safeguards

to ensure a period of interim extension is not allowed to run on unchecked?

- Yes – there should be safeguards
- No – councils will know the details of individual cases and should be trusted to act responsibly

Question 30a

If you answered yes to above question, what safeguards do you think might be needed to ensure that unlimited suspension is not misused?

[Free text box]

d) Disqualification for multiple breaches and gross misconduct

When councillors repeatedly breach codes of conduct, it undermines the integrity of the council and erodes public confidence. To curb the risk of repeat offending and continued misconduct once councillors return from a suspension, the government considers that it may be beneficial to introduce disqualification for a period of 5 years for those members for whom the sanction of suspension is invoked on more than one occasion within a 5-year period.

This measure underlines the government's view that the sanction of suspension should only be used in the most serious code of conduct breaches, because in effect a decision to suspend more than once in a 5-year period would be a decision to disqualify an elected member. However, we consider this measure would enable councils to signal in the strongest terms that repeated instances of misconduct will not be tolerated and would act as a strong deterrent against the worst kind of behaviours becoming embedded.

Currently a person is disqualified if they have been convicted of any offence and have received a sentence of imprisonment (suspended or not) for a period of 3 months or more (without the option of a fine) in the 5-year period before the relevant election. Disqualification also covers sexual offences, even if they do not result in a custodial or suspended sentence.

Question 31

Do you think councillors should be disqualified if subject to suspension more than once?

- Yes – twice within a 5-year period should result in disqualification for 5 years
- Yes – but for a different length of time and/or within a different timeframe (in years) [Number boxes]
- No - the power to suspend members whenever they breach codes of conduct is sufficient
- Any other comments [free text box]

Question 32

Is there a case for immediate disqualification for gross misconduct, for example in instances of theft or physical violence impacting the safety of other members and/or officers, provided there has been an investigation of the incident and the member has had a chance to respond before a decision is made?

- Yes
- No
- Unsure
- [Free text box]

e) Appeals

The government proposes that:

- A right of appeal be introduced for any member subject to a decision to suspend them.
- Members should only be able to appeal any given decision to suspend them once.
- An appeal should be invoked within 5 working days of the notification of suspension; and
- Following receipt of a request for appeal, arrangements should be made to conduct the appeal hearing within 28 working days.

The government believes that were the sanction of suspension to be introduced (and potentially disqualification if a decision to suspend occurs a second time within a 5-year period) it would be essential for such a punitive measure to be underpinned by a fair appeals process.

A right of appeal would allow members to challenge decisions that they believe are unjust or disproportionate and provides a safeguard to ensure that the sanction of suspension is applied fairly and consistently.

We consider that it would be appropriate to either create a national body, or to vest the appeals function in an existing appropriate national body, and views on the merits of that are sought at questions 38 and 39 below. Firstly, the following questions test opinion on the principle of providing a mechanism for appeal.

Question 33

Should members have the right to appeal a decision to suspend them?

- Yes - it is right that any member issued with a sanction of suspension can appeal the decision
- No – a council’s decision following consideration of an investigation should be final
- Unsure

Question 34

Should suspended members have to make their appeal within a set timeframe?

- Yes – within 5 days of the decision is appropriate to ensure an efficient process
- Yes – but within a different length of time (in days) [Number box]
- No – there should be no time limit for appealing a decision

The government is also keen to explore if a right of appeal should be provided, either in relation to whether a complaint proceeds to full investigation and consideration by the standards committee, or where a claimant is dissatisfied with the determination of the standards committee.

Question 35

Do you consider that a complainant should have a right of appeal when a decision is taken not to investigate their complaint?

- Yes
- No
- Unsure

Question 36

Do you consider that a complainant should have a right of appeal when an allegation of misconduct is not upheld?

- Yes
- No

- Unsure

Question 37

If you answered yes to either of the previous two questions, please use the free text box below to share views on what you think is the most suitable route of appeal for either or both situations.

[Free text box]

f) Potential for a national appeals body

There is a need to consider whether appeals panels should be in-house within local authorities, or whether it is right that this responsibility sits with an independent national body. Whereas an in-house appeals process would potentially enable quicker resolutions by virtue of a smaller caseload, empowering a national body to oversee appeals from suspended members and complainants could reinforce transparency and impartiality and help to ensure consistency of decision-making throughout England, setting precedents for the types of cases that are heard.

Question 38

Do you think there is a need for an external national body to hear appeals?

- Yes – an external appeals body would help to uphold impartiality
- No – appeals cases should be heard by an internal panel
- Any further comments [free text box]

Question 39

If you think there is a need for an external national appeals body, do you think it should:

- Be limited to hearing elected member appeals
- Be limited to hearing claimant appeals
- Both of the above should be in scope
- Please explain your answer [free text box]

7. Public Sector Equality Duty

Question 40

In your view, would the proposed reforms to the local government standards and conduct framework particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please tick an option below:

- it would benefit individuals with protected characteristics
- it would disadvantage individuals with protected characteristics
- neither

Please use the text box below to make any further comment on this question.

[Free text box]

Annex A: Personal data

The following is to explain your rights and give you the information you are entitled to under the Data Protection Act 2018. Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally) not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk.

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

The Data Protection Act 2018 states that, as a government department, MHCLG may process personal data as necessary for the effective performance of a task carried out in the public interest. i.e. a consultation.

4. With whom we will be sharing your personal data

We use a third-party platform, Citizen Space, to collect consultation responses. In the first instance, your personal data will be stored on their secure UK-based servers.

5. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for 2 years from the closure of the consultation.

6. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a) to see what data we have about you
- b) to ask us to stop using your data, but keep it on record
- c) to ask to have all or some of your data deleted or corrected
- d) to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with

the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

7. Your personal data will not be sent overseas

8. Your personal data will not be used for any automated decision making

9. Your personal data will be stored on a secure government IT system

Your data will be transferred to our secure government IT system as soon as possible after the consultation has closed, and it will be stored there for the standard 2 years of retention before it is deleted.

-
1. [Localism Act 2011 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7)
(<https://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7>)
 2. Only around 36% of the population of England is covered by a parish or town council.
 3. [Local government ethical standards: report - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/local-government-ethical-standards-report)
(<https://www.gov.uk/government/publications/local-government-ethical-standards-report>)

Question 1

Please tick all that apply - are you responding to this consultation as:

you serve on

Town or Parish Council

District or Borough Council

Unitary Authority

County Council

Authority

Police and Crime Panel

Other local authority type - please state

b) a council officer – if so please indicate which local authority type

Town or Parish Council

District or Borough Council

Unitary Authority

County Council

Authority

Police and Crime Panel

Other local authority type - please state

c) a council body – if so please indicate which local authority type

Town or Parish Council

District or Borough Council

Unitary Authority

County Council

Authority

Police and Crime Panel

Other local authority type - please state

d) a member of the public

e) a local government sector body – please state

Question 2

Do you think the government should prescribe a mandatory minimum code of conduct for local authorities in England?

Yes

No

If no, why not? [Free text box]

Question 3

If yes, do you agree there should be scope for local authorities to add to a mandatory minimum code of conduct to reflect specific local challenges?

prescribed code

No – a prescribed code should be uniform across the country

Unsure

Question 4

Do you think the government should set out a code of conduct requirement for members to cooperate with investigations into code breaches?

Yes

No

Unsure

Question 5

Does your local authority currently maintain a standards committee?

Yes

Any further comments-DBC administer any code of conduct complaints.

Question 6

Should all principal authorities be required to form a standards committee?

Yes

No

Any further comments [free text box]

Question 7

... most principal authorities, code of conduct complaints are typically submitted in the first instance to the local authority Monitoring Officer to triage, before referring a case for full investigation. Should all alleged code of conduct breaches which are referred for investigation be heard by the relevant principal authority's standards committee?

Yes, decisions should only be heard by standards committees by full council

Question 8

be given voting rights?

Yes – this is important for ensuring objectivity

rights

Unsure

Question 9

Should standards committees be chaired by the Independent Person?

Yes

No

Unsure

Question 10

If you have further views on ensuring fairness and objectivity and reducing incidences of vexatious complaints, please use the free text box below.

to standards committee to manage vexatious complaints (see q7).
Monitoring Office would be expected to report on the management of vexatious complaints to the committee to ensure transparency.

Question 11

Should local authorities be required to publish annually a list of allegations of code of conduct breaches, and any investigation outcomes?

outcomes

published

SUMMARISED / REDACTED access to allegations and investigation outcomes. Only cases in which a member is found guilty of wrongdoing should be published IN DETAIL.

Question 12

Should investigations into the conduct of members who stand down before a decision continue to their conclusion, and the findings be published?

Yes

No

Unsure : YES - SUBJECT TO THE PROVISIONS OF Q11

Question 13

If responding as a local authority, what is the average number of complaints against elected members that you receive over a 12-month period?

[Number box] N/A

Question 13a

For the above, where possible, please provide a breakdown for complaints made by officers, other elected members, the public, or any other source:

Complaints made by officers [Number box] N/A

Complaints made by other elected members [Number box] Complaints made by the public [Number box]

Complaints made by any other source [Number box]

Question 14

been the victim of (or witnessed) an instance of misconduct by an elected member and felt that you could not come forward? Please give reasons if you feel comfortable doing so.

Yes

No

[Free text box] N/A

Question 15

conduct complaint? If so, did you feel you received appropriate support to engage with the investigation?

Yes

No

[Free text box] N/A

Question 16

receive, and from whom? Is there additional support you would have liked to receive?

[Free text box] N/A

Question 17

victims of, or witness, serious councillor misconduct feel comfortable coming forward and raising a complaint?

[Free text box] N/A

Question 18

Do you think local authorities should be given the power to suspend elected members for serious code of conduct breaches?

Yes – authorities should be given the power to suspend members

No – authorities should not be given the power to suspend members

Unsure

Question 19

power to suspend members, or should this be the role of an independent body?

Yes - the decision to suspend for serious code of conduct breaches should be for the standards committee

No - a decision to suspend should be referred to an independent body

Unsure

[Free text box]

Question 20

Where it is deemed that suspension is an appropriate response to a code of conduct breach, should local authorities be required to nominate an alternative point of contact for constituents during their absence?

Yes – councils should be required to ensure that constituents have an alternative point of contact during a councillor's suspension

arrangements for managing constituents' representation during a period of councillor suspension

Unsure

Question 21

If the government reintroduced the power of suspension do you think there should be a maximum length of suspension?

months

months) [Number box]

suspension

Unsure

Question 22

If yes, how frequently do you consider councils would be likely to make use of the maximum length of suspension?

conduct breaches

less serious breaches

conduct breaches

Unsure

Question 23

Should local authorities have the power to withhold allowances from suspended councillors in cases where they deem it appropriate?

suspended councillors

No – suspended councillors should continue to receive allowances Unsure

Question 24

Do you think it should be put beyond doubt that local authorities have the power to ban suspended councillors from council premises and to withdraw the use of council facilities in cases where they deem it appropriate?

conduct issues

facilities

Unsure

Question 25

implement premises and facilities bans should also be standalone sanctions in their own right?

Yes

No

Unsure

Question 26

Do you think the power to suspend councillors on an interim basis pending the outcome of an investigation would be an appropriate measure?

Yes, powers to suspend on an interim basis would be necessary No, interim suspension would not be necessary

Any further comments [free text box]

Question 27

premises and facilities bans on councillors who are suspended on an interim basis?

Yes - the option to institute premises and facilities bans whilst serious misconduct cases are investigated is important

No - members whose investigations are ongoing should retain access to council premises and facilities

Unsure

Question 28

Do you think councils should be able to impose an interim suspension for any period of time they deem fit?

Yes

No

Any further comments [free text box]

Question 29

Do you agree that an interim suspension should initially be for up to a maximum of 3 months, and then subject to review?

Yes

No

Any further comments [free text box]

Question 30

If following a 3-month review of an interim suspension, a standards committee decided to extend, do you think there should be safeguards to ensure a period of interim extension is not allowed to run on unchecked?

Yes – there should be safeguards

to act responsibly

Question 30a

If you answered yes to above question, what safeguards do you think might be needed to ensure that unlimited suspension is not misused?

regular review standards committee -reporting/transparency

Question 31

more than once?

years

years) [Number boxes]

conduct is sufficient

BEING UPHELD

Question 32

Is there a case for immediate disqualification for gross misconduct, for example in instances of theft or physical violence impacting the safety of other members and/or officers, provided there has been an investigation of the incident and the member has had a chance to respond before a decision is made?

Yes

No

Unsure

[Free text box] IMMEDIATE SUSPENSION YES. FOR DISQUALIFICATION, STANDARDS COMMITTEE SHOULD DECIDE

Question 33

Should members have the right to appeal a decision to suspend them?

appeal the decision

be final

Unsure

Question 34

timeframe?

process

WORKING DAYS]

No – there should be no time limit for appealing a decision

provided, either in relation to whether a complaint proceeds to full investigation and consideration by the standards committee, or where a claimant is dissatisfied with the determination of the standards committee.

Question 35

Do you consider that a complainant should have a right of appeal when a decision is taken not to investigate their complaint?

Yes

No

Unsure

Question 36

Do you consider that a complainant should have a right of appeal when an allegation of misconduct is not upheld?

Yes

No

Unsure

Question 37

free text box below to share views on what you think is the most suitable route of appeal for either or both situations.

council and safeguards should be in place to protect against vexatious actions

Question 38

Do you think there is a need for an external national body to hear appeals?

Yes – an external appeals body would help to uphold impartiality

No – appeals cases should be heard by an internal panel

Any further comments [free text box]

Question 39

think it should:

Be limited to hearing elected member appeals

Be limited to hearing claimant appeals

Both of the above should be in scope

Please explain your answer [free text box]

Question 40

standards and conduct framework particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please tick an option below:

it would benefit individuals with protected characteristics

it would disadvantage individuals with protected characteristics

neither

question.

[Free text box]

leave as unclear see q10

Nash Mills Parish Council

Feb-25

FINANCIAL SCHEDULE

Minutes ref

Payee	Method	Description	code	Amount	Vat	Amount	Inv No
SALARIES/HMRC/PENSION	SO	Salaries, HMRC,Pension	Various	£ 3,163.73	£	3,163.73	
Vodaphone	DD	Clerk's Mobile	4060	£ 18.42	£ 3.68	£ 22.10	31129
NMVHA	SO	Hall Hire	4165	£ 30.00	0	£ 30.00	
DBC	DD	Garage Rental	4175	£ 58.39	£ 11.68	£ 70.07	
Paybureau	SO	Monthly Wages Fee	4050	£ 18.80	£ 3.76	£ 22.56	6780
Chess ICT	DD	onthly fees for Cllr emails due (paid 28th mo	4120	£ 36.00	£ 7.20	£ 43.20	
MJ's Pave	online	libray box & bleed kit install		£ 315.00	£ 63.00	£ 378.00	24105fpc/24110fpc
Viking	online	stationery	4075	£ 64.39	£ 12.88	£ 77.27	delegated
PI company	online	final play inspection	4160	£ 163.50	£ 32.70	£ 196.20	75329
clerk expenses	online	hall booking for interviews	4165	£ 62.50	£	£ 62.50	delegated
SUBTOTAL				£ 3,930.73	£ 134.90	£ 4,065.63	
Payment made using Debit Online						£	-
Impact supplies	bookmarks for world book day		4162emr329	£ 117.00	£	£ 117.00	24150fpc
The defib pad	paediatric defib pads		4163	£ 94.95	£ 18.99	£ 113.94	consumables
Payment above using delegated powers or pre approved by council				£ 4,142.68	£ 153.89	£ 4,296.57	inv 252097-1 1361276

please also note total income banked up to 31/01/2025 as shown in the receipts and payments report (grants/precept/vat repay/advertising income and interest)

£59,902.00

PAY HMRC	Date	Chairman	_____
PAY PENSION			_____
VAT RECEIPT GARAGE			_____
Change Dave DD			_____
Change NW DD			_____

Nash Mills Parish Council

Summary Receipts and Payments for Year Ended 31ST JANUARY 2025

Last Year Ended 31st March 2024		Current Year Ended 31ST JANUARY
	Operating Income	
51,340.27	Income	58,171.48
593.06	Parish Magazine	646.00
1,333.19	VAT Data	1,084.06
<u>53,266.52</u>	Total Receipts	<u>59,901.54</u>
	Running Costs	
46,857.89	Administration	40,741.18
3,025.00	Parish Magazine	785.00
2,627.60	Projects	2,586.56
1,475.31	VAT Data	1,095.86
<u>53,985.80</u>	Total Payments	<u>45,208.60</u>
	Receipts and Payments Summary	
<u>95,831.56</u>	Opening Balance	<u>95,112.28</u>
53,266.52	Add Total Receipts(As Above)	59,901.54
149,098.08		155,013.82
53,985.80	Less Total Payments(As Above)	45,208.60
<u>95,112.28</u>	Closing Balance	<u>109,805.22</u>
	These cumulative funds are represented by:	
786.44	Lloyds Current A/C	12,753.00
0.00	Lloyds Holding TF Account	0.00
61,937.57	NatWest BR	21,258.45
9,642.28	NatWest Current A/C	1,672.14
0.00	NatWest 35 Day Ac (456)	20,333.01
0.00	NatWest 95 Day Ac (464)	30,605.71
22,745.99	Lloyds 32 Day	13,007.43
0.00	Lloyds 6m Deposit	10,175.48
0.00	DNU - Lloyds 32 Day	0.00
<u>95,112.28</u>		<u>109,805.22</u>
	Reserve Balances are represented by:	
-719.28	Current Year Fund	14,692.94
29,823.79	General Reserves	28,162.03
10,000.00	EMR - Business Expenses	4,285.87
4,981.64	EMR - Playpark	0.00
3,000.00	EMR - Election Costs 2027	3,000.00
3,000.00	EMR - Election Costs 2030	3,000.00
4,842.50	EMR - Community Support	4,541.14
10,000.00	EMR - Verges	10,000.00

Nash Mills Parish Council

Summary Receipts and Payments for Year Ended 31ST JANUARY 2025

Last Year Ended 31st March 2024		Current Year Ended 31ST JANUARY
404.11	EMR - Community Events	1,174.11
6,906.09	EMR - Projects, Denes Defib Jub	1,200.00
11,501.34	EMR - CIL (Conditional spend)	16,420.95
11,372.09	EMR 4-Yr Plan reserves	6,372.09
0.00	EMR-Parish map and board fund	5,750.00
0.00	EMR - warden grant contingency	11,206.09
<hr/> 95,112.28 <hr/>		<hr/> 109,805.22 <hr/>

Signed : _____ (Chairman) _____ (RFO)

Nash Mills Parish Council

Bank - Cash and Investment Reconciliation as at 31 January 2025

Confirmed Bank & Investment Balances

Bank Statement Balances

31/01/2025	Lloyds Current A/C	12,753.00
31/12/2024	Natwest BR	21,258.45
01/11/2024	NatWest Current A/C	1,672.14
31/12/2024	Lloyds 32 Day	13,007.43
31/10/2024	LLoyds 6m deposit	10,175.48
29/11/2024	natwest 35 day	20,333.01
29/11/2024		30,605.71

109,805.22

Receipts not on Bank Statement

0.00

Closing Balance

109,805.22

All Cash & Bank Accounts

1	LLoyds Current A/C	12,753.00
2	NatWest BR	21,258.45
3	NatWest Current A/C	1,672.14
4	Lloyds 32 Day	13,007.43
5	Lloyds Holding TF Account	0.00
6	Lloyds 6m Deposit	10,175.48
7	NatWest 35 Day Ac (456)	20,333.01
8	NatWest 95 Day Ac (464)	30,605.71
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	109,805.22

REPORT TO COUNCIL FOR FEBRUARY 2025 MEETING
2025 - VERGES

On the 8th of January 2025 Councillors Michele Berkeley, Alan Briggs and Nicola Cobb walked the Parish of Nash Mills to review the current state of the Verges and to determine which areas should be included within our new **2025 Verges** Report to bring back to full council for discussion.

Included within this report are photographs with a description of the issue and possible solutions for discussion.

BARNACRES ROAD (514-518) – Verge has been destroyed, and a resident had previously emailed in 2021 to complain. Jan Maddern and DBC were making investigations into this matter. To date nothing has been done to resolve the problem.

Suggestion is to ask the Clerk to raise this concern again with DBC and Jan and to find out if this is on the council list of 'Parking Solutions' and if not, then could it be included.



CHAMBERSBURY LANE (87-89 and 120) – Verges are being used once again for parking.

Suggestion is to ask the Clerk to ask DBC if additional trees could be planted in this area, as have been planted along Georgewood, as this would look good and deter parking.



CHAMBERSBURY LANE (Junction Market Oak near entrance to Park) – Verges are being used once again for parking.

Suggestion is to ask the Clerk to ask DBC if additional trees could be planted in this area as have been planted along Georgewood as this would look good and deter parking.



EAST GREEN – Verges are constantly being used for parking and are destroyed. Highways carried out repairs to 'Hole' at this area and now residents are parking again.

Suggestion is to ask Clerk to ask DBC if this area is on the designated 'Parking Solutions' list and if not, then could it be included for hardening.

Suggestion if it cannot be done by DBC then the alternative will be to obtain a cost and approval for works to be done and paid for by the Parish Council.



39 MEADOW ROAD – *Small area that was not completed with grasscrete programme.*

Suggestion is to ask the Clerk to once again ask DBC if this small area could be completed as part of their programme.



CHAMBERSBURY LANE (opposite No. 10 Highbarns) – *Verge is being used for parking.*

DBC had previously advised in December 2020 that Tarmac Apron would be extended to create 2 parking spaces with a dropped kerb.

Suggestion is to ask the Clerk to ask DBC for further advice on this area to see if it is on the designated 'Parking Solutions' list and if these works have been approved.

CHAFFINCHES GREEN – Continual problems with parking on verges which have been highlighted by a resident on numerous occasions. Jan and DBC were looking at options to resolve parking issues and a Highways Report was due to be carried out. Nothing has been seen to date to resolve the parking issue.

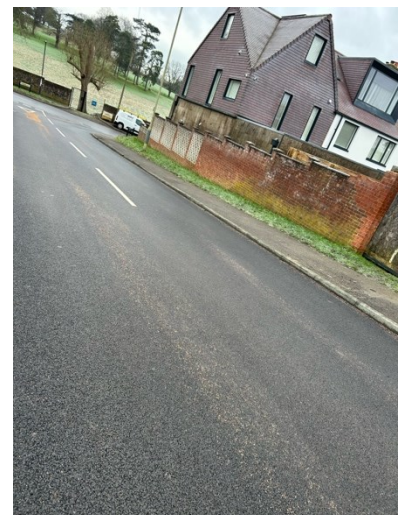
Suggestion is to ask the Clerk to ask DBC if this area is on the designated 'Parking Solutions' list and what are their solutions for this problematic area as it has been discussed and visited many times.

PARKING AT JUNCTION CHAMBERSBURY LANE & BUNKERS LANE - This is an ongoing issue and Jan and DBC are monitoring this problem with possible solutions.

Suggestion to ask Clerk to keep these roads on the list so that they can be continually reviewed.

We understand that a new Project Manager is being recruited to deliver the new Parking Solutions Policy at DBC and we are waiting to hear who the successful candidate will be that we can work with.

Once the full list has been provided, we as a Council will be able to evaluate and make further progress.





AGENDA REQUEST FORM
(FOR ITEMS OUTSIDE OF WORKING GROUP MATTERS)

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED IN ADVANCE OF THE MEETING IN LINE WITH THE TIMESCALES SCHEDULE THAT HAS BEEN CIRCULATED

Please note the clerk will endeavour to include your request, however the clerk will decide its suitability in line with statutory guidelines and other agenda items may take precedence.

NAME:	<u>VERGES</u>	DATE:	23.01.2025
--------------	----------------------	--------------	------------

AGENDA ITEMS - INSERT WORDING TO APPEAR ON THE AGENDA. REMEMBER TO MAKE IT CLEAR WHAT YOU ARE ASKING COUNCILLORS TO DECIDE. PLEASE ALSO NOTE IF YOU ARE LOOKING FOR A SPECIFIC RESOLUTION.

“To consider...” “To note...” “To review...” “To agree....”

To note the current **Verges 2025 Report** submitted for February 2025 Agenda.

To note that DBC have earmarked funds for ‘Parking Solutions’ within their budgets.

To agree to instruct NMPC Clerk to follow up with DBC for the list of projects to see if any funds have been allocated for Nash Mills Verges.

To agree to bring back to Council for discussion upon confirmation from DBC.

BACKGROUND INFORMATION - INSERT AS MUCH INFORMATION AS POSSIBLE SO THAT COUNCILLORS HAVE THE DETAIL THAT THEY NEED IN ORDER TO MAKE AN INFORMED DECISION.

Verges 2025 Report supplied for February 2025 Agenda.

BACKGROUND DOCUMENTS LIST NAMES OF ANY DOCUMENTS OR SUPPORTING INFORMATION TO BE ATTACHED. ALL DOCUMENTS MUST BE SUBMITTED WITH THE REQUEST.

COSTS - INSERT DETAIL OF COSTS ASSOCIATED WITH THE DECISION THAT YOU ARE ASKING THE COUNCIL TO MAKE (IF KNOWN).

Working Groups & Committees Updated July 2024

Clerks Notes.

Working groups are only 'task & finish'.

Non councillors may be co-opted but do not count towards the quorum.

The Chairman and Vice-Chairman can be 'ex-officio' members of a committee

The quorum for working groups is 3

Working Groups

No delegated decision making or financial responsibilities. All decisions to be made by Full Council.

Group	Responsibilities/Scope / investigations	Members	Lead	Notes
Grass verges	<ul style="list-style-type: none"> Establish ownership, options for verge protection and parking issues. Work with County Councillor to prioritise options 	Michele, Alan, Grant, Lisa, Nicola	Michele	
Business Planning	<ul style="list-style-type: none"> To outline key short/medium/long term projects for the new 4 yr term and associated budget considerations. 	All initially plus clerk	Steve	
Events working group	<ul style="list-style-type: none"> To investigate events listed under the business planning group and to then bring suggestions back to council for consideration (this may require separate working groups to be set up for each event as and when required.) 	Lisa, Michele, Alan	Grant	
Heritage/History	<ul style="list-style-type: none"> To take forward all heritage or history related recommendations on the business planning activity planner. 	Nicola, Steve, Michele	Alan	
Website	<ul style="list-style-type: none"> To consider the design of the parish website and to bring recommendations back to council. 	Steve, Nicola, Alex, Clerk	Jamie	
Library Box	<ul style="list-style-type: none"> To investigate location/size/permissions/costs/maintenance and all supporting actions to facilitate full council determining this project 	Jamie, Lisa, Nicola, Alan	Alan	
NM Map	<ul style="list-style-type: none"> To research design (inc use of logo/text) , shortlist locations, shortlist 'Wishlist', usage, 	Grant Nicola Jamie Steve	Grant	
Nash Chills Event	<ul style="list-style-type: none"> Scope: to investigate dates, options and ideas to bring back to council for deliberation 	Grant Alex Steve Michele (Lisa If req for risk ass)	Grant	
Personnel	<ul style="list-style-type: none"> To create documents for new clerk recruitment 	Michele Alan Lisa (and clerk)	Michele	

Established tasks and responsible parties

Task	Responsibilities	Involvement	Co-Ordinator
Denes Saturdays	<ul style="list-style-type: none"> ▪ Attendance rota, purchase promotional material, ideas for discussion / input ▪ Looking at 'remote' options during pandemic restrictions (updated Aug 2021) 	All, subject to availability	Michele
Parish Magazine	<ul style="list-style-type: none"> ▪ Collect ideas for content, request volunteers for content for each edition, create magazine, arrange printing and distributions 	Nicola, Steve, Nikki (All to contribute)	Nicola Clerk to sign off
Social media	<ul style="list-style-type: none"> ▪ Collect ideas, schedule posts, respond to messenger messages, investigate Instagram and twitter options 	Lisa, Grant, Nicola, Nikki (admins)	Nicola Clerk Admin
Defibrillator	<ul style="list-style-type: none"> ▪ budgetary matters and inspections. 	Alan, Nicola/Warden Guest (resident)	Clerk

Committees

Name	Responsibilities	Chairman	Vice-Chairman	Members
Personnel	All staffing matters, appraisals, salary reviews, staffing policies	Steve	Michele	Steve, Michele, Lisa, Alan



NASH MILLS
PARISH COUNCIL

Nash Mills Illustrated Map Working Group Report

Request for February 2024 Agenda

The working group requests that the following items are added to the agenda to be noted or a decision taken by council:

- To note the contents of the report, and share any questions or additional requests for future working group meetings
- To determine the approx target date for completion of this project
- To determine the preferred size of the map to allow the artist to start work on the map
- To determine the preferred style and design of the display board in order to obtain final quotes
- To determine whether council wishes to request any changes to the compositions supplied by the artist
- To decide whether council has any preferences on which items should have primary focus in the map
- To decide level of detail for the following:
 - Are street names required on the 'zoomed in' section of the map?
 - Does council wish to have a short sentence under each 'postcard' image to describe the item?

Summary of progress so far

Design layout of map

In our October 2024 meeting, council agreed with the artist’s recommended option which enables her to create the maps and ‘postcard’ images as individual items allowing them to be used in a different layout / format for other uses (e.g. if she wished to create a calendar, or tea-towel, etc.). Therefore, the zoomed in section which may be useful on a lectern, can be omitted for other formats if required.



The map will be made in ink and watercolour on paper, then scanned. The images would also be created as separate illustrations and space can be provided for an introduction.

Preliminary paintings

Katharine has now created a number of preliminary paintings to help council to determine the final items for inclusion and any preference on particular focus. The link below provides an update from Katharine and shows which items are still in progress. https://drive.google.com/file/d/17XjFNWSSsFTYAT34qMEWqH2_GsIBHW-J/view?usp=drive_web There may be some items we want to include as labelled ‘icons’ rather than full blown images. These can be discussed with the artist once the final decision has been made on the prominent illustrations.

Action list updates

The following list has been taken from the Next Steps in our October 2024 report.

Item	Status / Action required
Council to determine preferred layout of the map	Action completed in October 2024
Working group to review lectern options and bring shortlist to council	Decision on size required in February meeting. Design to be shortlisted for further investigation and final quotes.
Working group to find out about flora and fauna / special trees / specific insects in the area	Local expert contacted and information shared about insects. WG will share with artist in case of interest in the final design.
Working group to see if we can find out what the dip is surrounded by a wall at the end of Long Deans	From research shared on social media, it seems that this might have been an ornamental pond: https://www.facebook.com/share/p/1DGBqvmZ1o/?mibextid=wwXlfr
There is a particular bird of prey that visits Bunkers Park (possibly a kestrel) – do we want to confirm and include?	Not yet confirmed – WG to contact Friends of Bunkers Park.
Artist will work on preliminary sketches to share with council in order to work with council on the final decision on items for inclusion.	In progress and shared by artist: https://drive.google.com/file/d/17XjFNWSSsFTYAT34qMEWqH2_GsIBHW-J/view?usp=drive_web
Council to decide level of detail (e.g. are street names required if zoomed in map is selected?)	Decision required in February meeting

Council to decide whether each individual image will include a sentence about the place (similar to an old fashioned postcard).	Decision required in February meeting
Following additional examples from artist, council to determine sizes of locations in relation to prominence / hierarchy.	Decision required in February meeting
Consider whether a QR code to a digital version of the map would be useful and the practicalities of ensuring it can be used long-term.	Defer until later
Future use of maps	Working group to discuss further for future decisions by council

A summary of additional information can be found in the October 2024 working group report:

<https://www.nashmillsparishcouncil.gov.uk/wp-content/uploads/2024/10/Appendix-12MAP-WG-September-report.pdf>

Display lecterns

Permission has been provided by Dacorum's Parks & Open Spaces Officer for a lectern to be installed at The Denes.

The artist recommends landscape for the purposes of this map and, for the final piece, will need to know the dimensions of the selected lectern. She will build the image as individual pictures so it can be adjusted to fit other purposes.

Example options for lecterns

Example Metal options	
<p>A1 – Fibreglass / steel (choice of colours)</p> <p>https://www.greenbarnes.co.uk/shop/signage/lecterns/a1-powder-coated-steel-interpretation-panel-ref-aipa1/</p> <p>Estimate: £2070 plus VAT</p> 	<p>A1 - Glass reinforced plastic / aluminium (choice of colours)</p> <p>https://www.shelleysigns.co.uk/products/interpretation-panels/</p> <p>Estimate: £1270 plus VAT</p> 

Example Oak options previously obtained	
<p>£2296 plus vat</p> 	<p>£1500 plus VAT</p> 

Full Council Action List

Jan 2025 (post meeting)

Please note these actions are reviewed by the clerk monthly (as a minimum) and updated accordingly

	Notes	Updates
Cllr Actions from Most Recent Meetings		
Awaiting Further Updates <small>items in red have been outstanding for more than 3 months</small>		
Cllr Cobb to liaise with Cllr Kennedy re FB	In progress	
Cllr Cobb to bring potential canal excursions back to council		
Cllr Briggs to work with clerk on response to standards & conduct framework consultation		
All Cllrs to notify MB re attendance at Saturday sessions at The Denes		
All Cllrs to note planning monthly meeting dates		
All Cllrs to note invitation to Crown Estate consultation events for East Hemel proposals		
All Cllrs to note World Book Day Thursday 6 th March (invite Ian)		
Clerk Actions (Most Recent Meetings for Information Only) In addition to standard duties		
Load all interest forms to website (1 Cllr o/s Cllr notified of statutory responsibility)	1 o/s	1 os rest uploaded 27/1/25
Bank rec end Jan		
Clerk submit precept demand and publish to web	completed	
Clerk to publish budget to web	Completed	
Move EMR as agreed by council /publish		
Submit planning comments x4	COMPLETED	
Add minutes and draft minutes to website	Actioned	
Submit consultation comments x 5	Completed	
Re book community safety officer/PCSO liaison	Email sent 27/1	
Claim printer cashback	27/1/25	
Update policies and spreadsheet		
Review GK ChatGPT comments re H&S		
Library Box register online	Place on map once insitu	
Library Box create webpage	Holding page	
Add Library Box to asset register		
World book day (Cllr Briggs Lead)		
<ul style="list-style-type: none"> • Formally invite school • Risk Asses • Order collateral 		

<ul style="list-style-type: none"> • Photo authorisation form • Purchase ribbon/scissors/books? 		
VE DAY 80 (Cllr Briggs Lead) <ul style="list-style-type: none"> • Risk Asses • Register event • Order collateral IF REQUIRED • Photo authorisation form 		
Add meeting dates to website and noticeboard		
Update standing orders re meeting dates cut off		
Update personnel scheme of delegation		
Clerk to circulate remaining leave dates.		
Bring committees and WG back to Feb agenda following Cllr resignation.		
Write to MP and invite to meeting	Email sent	Chase as no response
Bleed Kit- install	Booked January	
Bleed Kit-register	Once in situ	
Bleed Kit-inspections	Actioned	Request to warden
Bleed Kit-disclaimer	actioned	
Bleed Kit-renewal items in next budget/diary note re shelf life of consumables	actioned	
Add kit to asset register		
Clerk to update asset register	Diary note for April 2025	
Clerk to liaise with Nash Mills school re democracy project	Actioned waiting for response	5/3/25
Create clerk job advert	actioned	
Advertise clerk role (HAPTC/FORUM/FB/WEBSITE/NETWORK)	actioned	
Create clerk contract	actioned	
Undertake job evaluation and circulate to personnel	Actioned	
Check job description is still valid	actioned	
Notify pension provider and payroll of leaving date		
Update bank signatories (add to Feb agenda to remove SR and add 1 other)		
Clerk ongoing actions (longer term)		
Community Outreach -make initial contact	Emailed 20/5, 11/8 waiting for alternative contacts details from LB 27/1 emailed original contact	Oct 2024 contact from original contact/clerk liaising

Find details of landowner re mailbox	Outstanding-emailed previous shop owner awaiting response Chased, no response, try alternative route Unable to locate landowner	Complete 2 x proformas for mailbox 26/9/24 proformas sent to royal mail 27/1/25 chased with royal mail Response from RM-waiting for timescales No response received from property owner, therefore approve for the existing box to be sealed and a new
Long Term Actions No Immediate Resolution (Reminders)		
Write to all agencies and developer re memorial garden	Actioned. DBC and developer still in dispute	16/9/24 all parties have responded to DBC, DBC contesting responsibilities. Clerk advice leave on AL until resolved.
Work through items on business planning spreadsheet		ONGOING -MEETING HELD WITH WG LEAD
Breakfast at AH school (collate dates)	Email sent to AH 17/9 to request dates.	Emailed 27/1 if no response remove after Feb meeting.
o/s bin relocation (Georgewood)	Chased	DBC have confirmed that this is not deemed a priority action so will be done but no timeframe will be given. Clerk suggestion leave on action list until completed.
Set up 2-factor authentication	AB actioned	Cllrs to book appt with clerk to action. Feb meeting
Items for reminders with county/district Cllr		
S106 funds for crossing		
Teal Way		
Nash House history board		

Assets WG Actions

All items to be chased again as DBC should be looking at the priorities for the new year.

SUMMARY OF PROJECTS

Cost *estimates* shown.

Project Code	Description	Material	Installation	Other	Permissions/Responses
202405-AW-01	Chambersbury Lane - SIGN			DBC	
202405-AW-02	Highbarns – PRUNE OVERHANGING TREES			DBC	Email to trees and woodlands 20/6/24 HCC responsibility. JM emailed 31/7/2024 to support Update HCC response- action not required
202405-AW-03	Highbarns temporary METAL FENCING			-	Email to JM 20/6/24-DBC have confirmed they will remove
202405-AW-04	East Green – PRUNE OVERHANGING TREES			DBC	Email to trees and woodlands 20/6/24 HCC responsibility. JM emailed 31/7/2024 to support Update HCC response- action not required
202405-AW-05	East Green – ROADSIDE VERGE			VERGE PROJECT	
202405-AW-06	Georgewood Road – WATER MAIN SIGN			-	Email to JM 20/6/24, Affinity responsibility - email to affinity 11/8/2024
202405-AW-07	Georgewood Road – NEW TREES	£ -	?		Email to trees and woodlands 20/6/24 HCC responsibility. JM emailed 31/7/2024 to support. HCC agreed tree now planted
202405-AW-08	Nash Green / East Green – SEATING BENCH	£ 600	£ 340		Email to RC 20/06/2024 chased 1/10/24 Chased 23/7/2024 DBC team at capacity atm with new playground installations/refurbishments so delay in works/responses. Installation costs have increased since previous works. Will chase end Aug 2024 (diarise)
202405-AW-09	The Park – 119/201 Chambersbury Lane – PICNIC BENCH	£ 1,000	£ 340		Email to RC 20/06/2024 See above

202405-AW-10	Chambersbury Lane – SEATING BENCH				Email to RC 20/06/2024 See above
	OR	£ 600	£ 340		
202405-AW-11	Market Oak Lane and Chaffinches Green Junction – SEATING BENCH				Email to RC 20/06/2024 See above
202405-AW-12	Market Oak Lane and Chaffinches Green Junction – ROADSIDE VERGE			VERGE PROJECT	
202405-AW-13	Barnacres Road Play Park – LITTER BIN			Not in Parish	Chased DBC, waiting for response.

It should also be noted that Council has previously identified the Bunkers Lane play park as a potential location for bench(es) and a bin. Funds will need to be earmarked for these projects in the event that the lease issues are resolved.

24/01424/MOA

Land At Shafford Knoll Farm Lower Road Nash Mills Hemel Hempstead HP3 8RT
NASH MILLS PARISH COUNCIL –UPDATE – February 2025

Changes since our last consideration:

- Homes reduced from 33 to 30.
- Car home relocated.
 - The Canal & River Trust have commented that: “proposals would influence the character of the canal in the immediate area by reducing the sense of openness and filling what is currently a green gap.”
 - Detailed arguments regarding the care home parking provision
- “Play pockets” and a “Communal Hub” have been added, but these are not defined. This is particularly important given the closure of the NMPC playpark.
- Network House site in Apsley / Kings Langley now approved – this including 65 retirement living units and 69 apartments.
- Issue identified with the CV value (volumetric runoff coefficient) which has not been altered from 0.75 to 1.0. A CV value of 0.75 correlates to 75% of the catchment entering the network, while a CV value of 1.0 means 100% of the water is being modelled. **This means the design work could be potentially under sizing the drainage network.**
- The consultation response of the East Of England Ambulance Service.
- CPRE consultation response defending the Green Belt.