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##### PO Box 1602 Hemel Hempstead Herts HP1 9ST E: **clerk@nashmillsparishcouncil.gov.uk**W:[**www.nashmillsparishcouncil.gov.uk**](http://www.nashmillsparishcouncil.gov.uk)

##### **Councillors Lisa Bayley, Alex Bailes, Michele Berkeley, Alan Briggs, Nicola Cobb, Grant Kennedy, Jamie Kitson.**

##### are hereby summoned to attend

###### **Nash Mills Parish Council Meeting**

######  **Monday 10th February 2025 7.30pm**

**Nash Mills Village Hall, Lower Road, Hemel Hempstead.**

**To transact the business on the following agenda**

###### All supporting information and any decisions made will be available on our website.

###### The meeting is open to members of the public and press

Please note that meetings may be recorded.

###### *Nikki Bugden*

###### Mrs N Bugden

###### Clerk to Nash Mills Parish Council – 3rd Feb 2025

###### To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting. Please see our website or contact the clerk for accompanying reports.­­­­­­­­­­­­­­­­­­­

###### **AGENDA**

### **24/157/FPC Apologies**

To receive apologies for absence

### **24/158/FPC Interests**

### To receive declarations of interest from councillors on items on the agenda

### To receive written requests for dispensations for declarable interests; and

### To grant any requests for dispensation as appropriate

### **24/159/FPC Minutes**

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

**13th January 2025**

**24/160/FPC Personnel Meeting Minutes 13th January 2025**

To receive the draft minutes from the personnel committee for information only (confirmed as accurate and to be signed as the next personnel meeting)

**24/161/FPC Co-Option**

1. To consider applicants received by closing date for co-option to current councillor vacancy
2. (if applicable) Successful applicant to complete and sign a declaration of interest and to confirm that they will abide by the NMPC code of conduct and adopted policies.

### **24/162/FPC Reports to Council (information only no actions arising unless separately detailed below)**

Clerk Report- circulated. **Appendix 1**

* To receive a verbal update on the East Herts engagement events
* To formally note that all working group leads and Chairmen must have their annual reports with the clerk by 1/4/2025

Borough and County Cllr Reports **Appendix 2 (if available)**

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

### **24/163/FPC Public Issues/Participation**

Members of the public can raise matters of concern or items for discussion pertinent to the agenda. Should you wish to speak during public participation regarding an item on this agenda **please pre-register with the clerk by 9am on the Thursday before the meeting** to reserve your 3-minute slot. Please note that there are 15 minutes maximum overall in this section and slots are allocated on a first come first serve basis. Comments relating to items not on the agenda may be circulated to council by alternate means upon request to the clerk.

## **PLANNING & CONSULTATIONS**

### **24/164/FPC Planning Applications**

1. To consider and approve any Parish Council responses to the following planning applications received up to 3rd February 2025

[**24/01424/MOA | Outline Planning Application for construction of 33 dwellings (Use Class C3) and (up to) a 70 bed care home (Use Class C2), with new access to Lower Road and pedestrian links to canal tow-path (landscaping reserved). | Land At Shafford Knoll Farm Lower Road Nash Mills Hemel Hempstead Hertfordshire HP3 8Rt**](https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage)

[**25/00105/FHA | Demolition of existing single storey rear extension. Proposed single storey front, rear and side infill extension. New pitched roof to existing garage | 29 Georgewood Road Hemel Hempstead Hertfordshire HP3 8AL**](https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage)

[**25/00180/FHA | Single storey front extension with the installation of bi-fold doors to rear. | 18 Kingfisher Drive Hemel Hempstead Hertfordshire HP3 9DD**](https://planning.dacorum.gov.uk/publicaccess/simpleSearchResults.do?action=firstPage)

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

4th February 2025- 10th February 2025 (Clerk to advise). Link to Dacorum Borough Council planning portal can be found here [Planning Search (dacorum.gov.uk)](https://planning.dacorum.gov.uk/publicaccess/) and will have detailed information on applications that may be on the agenda

### **24/165/FPC Consultations.**

**To consider any comments on the following consultations**

1. *Please note HCC have not been able to extend the consultation period but have requested that we share our comments*.

Hertfordshire County Council (HCC) has launched its budget 2025-26 survey and, as strategic partners, we would appreciate your input on how we should allocate over £1.1 billion to support our community in the coming year.

For information on the budget and filling out the survey, please click on this link: <https://www.hertfordshire.gov.uk/budgetsurveyo>

1. **To consider the response drafted for the consultation below (Appendix 2)**

[Consultation: Strengthening the standards and conduct framework for local authorities in England](https://www.gov.uk/government/consultations/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england?utm_medium=email&utm_campaign=govuk-notifications-topic&utm_source=8017cd9d-af7d-47de-83c8-a1ce28edf7c2&utm_content=daily)

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

### **24/166/FPC DBC Development Management Committee Meeting (DMC)**

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

### **24/167/FPC Planning Information/Updates from Clerk. (Clerk or Cllr Briggs to advise)**

## **FINANCE**

### **24/168/FPC Monthly Financial Matters Appendices 3a-h**

1. To note and ratify any payments made since the last meeting or those paid by NMPC debit card under delegated powers, to approve February payments to be made in accordance with the budget (included in monthly schedule circulated)
2. To confirm the bank signatories for the February payments
3. To receive and approve the statutory receipts and payments report up to 31st January 2025
4. To receive and approve the bank reconciliation up to 31st January 2025
5. To note that the pension returns for February 2025 have been submitted
6. To note that the precept demand has been submitted to DBC
7. To determine if NMPC wish the clerk to reinvest the £10000 on Lloyds 6-month deposit at expiry 10/4/2025
8. To determine which Cllr will be added as signatory to the Lloyds and NatWest bank accounts following the recent Cllr resignation.

## **STATUTORY MATTERS**

### **24/169/FPC To consider the following policies for adoption by council (council to determine any amendments prior to adoption)**

* ICO Publication Scheme & schedule (annual review)
* Complaints Policy (annual review)
* Warden Risk Assessment (annual review)
* Scheme of Delegation (update to personnel terms of reference)

## **AGENDA REQUESTS FROM COUNCILLORS/WORKING GROUPS/COMMITTEES**

### **24/170/FPC The Denes Session Appendix 4 (if available)**

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

**24/171/FPC s106 Funds update -following clerk s106 Audit (Cllr Briggs)**

* To determine whether NMPC wish to take formal action in relation to s106 projects and funding within Nash Mills
* To determine if NMPC wish to formally request action in relation to Teal Way

### **24/172/FPC Library Box & Bleed Kit Projects Appendix 5 (Cllr Briggs)**

* To receive an update on the current projects listed above
* To confirm that the World Book Day (WBD) event will be at 10am at The Denes Thursday 6th March 2025.
* To confirm the NMPC guest who will ‘cut the ribbon’.
* To determine any further actions (such as updates on the WBD event)
* To consider a donation of £100 to Nash Mills School as an incentive to improve literacy and to support local school children marking World Book Day (*outside of the NMPC grants and donation policy)*
* To approve additional expenditure as required.
* To adopt the risk assessment for the WBD event

**24/173/FPC VE DAY 80 Appendix 6 (Cllr Briggs)**

* To consider updates from Cllr Briggs and any additional actions or request for expenditure as required. [VE Day 80th Anniversary Guide to taking part](https://static1.squarespace.com/static/66472dec46f0956b213117b0/t/66ab694129e5d7122b9c8583/1722509643196/VE%2BDay%2B80%2BAnniversary%2BGuide%2Bv20.pdf)

**24/174/FPC Verges Project Appendix 7 (Cllr Berkeley)**

* 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.

**24/175/FPC Community Engagement (Cllr Briggs)**

* To determine if NMPC wish to approach CPRE to host another community talk
* To determine a period to check dates for this event
* To determine potential topics for discussion
* To determine if NMPC wish to participate in the Great British Spring Clean 21st March-6th April [Great British Spring Clean | Keep Britain Tidy](https://www.keepbritaintidy.org/get-involved/support-our-campaigns/great-british-spring-clean/)

**Please note these items will then be brought back to council to consider detail.**

* To determine if NMPC wish to invite the DBC SANG officer to attend a future NMPC meeting

**24/176/FPC To review magazine production and delivery Appendix 8 (Cllr Cobb)**

* To determine whether NMPC wish to continue to provide a parish magazine and to determine how (if NMPC wish to continue) editions will be delivered.

**24/177/FPC To review the membership of all working groups and committees Appendix 9 (Clerk)**

**24/178/FPC Map Board Working Group Appendix 10 (Cllr Kennedy)**

* 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?

**24/179/FPC Staffing Matters (Cllr Berkeley)**

***Due to the nature of items being discussed at this agenda point council may resolve to move to exclude the public and press under* *Public Bodies (Admission to Meetings) Act 1960***

* To appoint a Chairman Personnel
* To consider the updates from the personnel working group and to determine any recommendations (contract/hours/terms)
* To appoint a new clerk and responsible financial officer (subject to applications received and satisfactory interview outcomes)

### **24/180/FPC Action List Appendix 11** (for information only-no actions arising.)

***Next Meeting Monday 10thMarch 2025***

***Agenda Items no later than 9am* Monday 24th February 2025**

 **Late items will not be accepted**