

52 Cross Oak Rd
Berkhamsted
Herts,
HP4 3HZ

17th January 2020

Minutes of Nettleden with Potten End Parish Council Meeting

held on Thursday, 16th January 2020

at the Church Room, Potten End, at 7.30pm

Present: Cllr D Burfot (Chairman), Cllr E Brennan, Cllr D Grimsdale, Cllr S Nelson, Cllr H Smith, Cllr E Spanswick, Cllr D Westenholz-Smith and Cllr R Wright

In attendance: Mr T Douris (Ward Councillor), Mr A Farrow (Parish Clerk), Mr K Furness (Parish Warden) and 9 members of the public

20/001 Apologies

There were no absentees.

20/002 Interests

To receive declarations of interest from councillors on items on the agenda
Cllr Wright for item 20/010.b as a neighbour to the applicant.
Cllr Burfot for item 20/080.a as a contractor involved with the proposal.

To receive written requests for dispensations for declarable interests
None

To grant any requests for dispensation as appropriate
None

20/003 Minutes

To resolve that the minutes of the meeting of the Council on the 12th December 2019 circulated to members be signed as a correct record.

Resolved, that these minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

20/004 Public Issues

- a. With respect to item 20/008.a there was a request that something be erected to replace the shrub to prevent cars parking on The Green. **Action:** The Council will consider what action should be taken.



- b. It was reported that Berkhamsted Golf Course had created a new car park without planning permission and had been told that they needed to apply retrospectively. Although outside the parish its proximity to the parish boundary was such that the council should be consulted in due course. No action required.
- c. It was suggested that the parish might benefit from a newsletter similar to that produced in Great Gaddesden (where the Parish Council contributes both content and financial support but isn't responsible for pulling the newsletter together or distribution). **Action:** The council will consider how this might be achieved.
- d. Cllr Douris reported that he had agreed to fund the school £1,000 to establish a wildflower meadow.

20/005 Report from the Parish Warden

Vegetation on the Old Green had been cut back. A tree that had fallen on The Green had been cut up and removed.

20/006 National Trust Report

None

20/007 Report and Update from the Traffic and Highways Working Party

a. Update on reducing the speed limit on The Common

The representative from Herts Highways had been unable to attend but will attend the February meeting.

b. Hempstead Lane verge encroachment

This is now the subject of possible legal action by Hertfordshire Highways and cannot be discussed in the public meeting. Cllr Douris is keeping the council updated.

c. Update on the possibility of raising the kerb outside the village shop

Cllr Douris reported that a raised kerb will be installed but for budgetary reasons would have to be in the financial year 2020/21. Also that a white "H" would be painted in front of the drive next to the shop to deter parking.

d. Update on flooding in Hempstead Lane opposite Martins Pond

Resolved: that the Clerk should obtain a quote to clear the pond overflow pipe. Agreed unanimously.

e. Update on damage to the verge at the access to 5 Acres Farm

Resolved: that the Clerk should write to the landowner articulating the Council's concerns regarding the damage being caused by the unloading of vehicles at the access to Five Acres Farm. Agreed unanimously.

20/008 Report and Update from the Open Spaces and Leisure Working Party

a. General cut-back of trees and overgrowth around The Green and the removal of a shrub opposite Martins Pond Pub

Resolved: that Daniel Burfot be asked to clear the lower branches of trees around The Green to facilitate grass cutting and to remove the shrub growing on the corner of The Green Opposite Martins Pond Pub to improve visibility for traffic as part of his existing maintenance contract. Agreed unanimously.

b. Dog fouling on Vicarage Road and Church Lane

Resolved That packets of compostable bags be attached to street lights to encourage dog owners to remove faeces as a trial. Agreed unanimously.

20/009 Report and Update from the Finance and Administration Working Party

a. Social Media policy

Resolved: to adopt the policy as submitted. Agreed unanimously

b. Council Grant Policy

It was noted that applications would be assessed in April and October by the council. That there was a budget of £2,500 for grants but that no maximum had been stipulated so proposals could be considered on their merits. Also that the opportunity needed to be widely advertised to ensure as many people as possible were aware of it.

Resolved: to adopt the policy as submitted. Agreed unanimously

c. Annual Parish Meeting

Noted that any organisations based in the Parish which wish to make a presentation at the Annual Parish Meeting on Thursday, 19th March 2020 should contact the Parish Clerk.

d. Financing of new Speed Indicator Device

Resolved: that the Council resolves in accordance with its powers under section 137 of the Local Government Act 1972 that it should incur the following expenditure, which in the opinion of the council is in the interests of the area and its inhabitants, and will benefit them in a manner commensurate with the expenditure of £5,100 as a contribution toward the cost of installing and maintaining a Speed Indicator Device by Hertfordshire County Council. Agreed unanimously

e. Q3 statement of receipts and payments

Noted that the year-end projection at the end of Q3 is for a surplus of £5,600 against a budget shortfall of £3,400.

f. 2020-21 budget

Resolved: To agree the budget for 2020-21 as presented.

g. 2020-21 precept

Resolved: That Nettleden with Potten End Parish Council under section 41 of the Local Government Act 1992 hereby give notice that in respect of the financial year beginning on 1st April 2020, the sum of £20,835.05 is required to meet the expenses of the Council. We hereby require the levy of the said sum as an additional item of Council Tax for the Parish by Dacorum Borough Council, being the Billing Authority for the Borough and that Councillors Burfot, Grimsdale and Westenholz-Smith be authorized to sign the demand for the precept on behalf of the council

h. The following accounts were approved to be paid

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| HAPTC (Hertfordshire Association of Parish and Town Clerks) | Attendance by Cllr Westenholz-Smith at a Planning Essentials course on 11 th September 2019. | £50.00 |
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| Hertfordshire County Council | Grant to HCC to install a new Speed Indicator Device (SID) and to maintain or replace the SID for five years. | £5,100.00 |
| A Farrow | Clerk's expenses (phone rental and cost of refreshments at December council meeting) | £57.49 |
| Kevin Furness | Parish Warden duties – w/e 20/12 2019 – 10/01/20 | £448.00 |
| Affinity Water | Allotment water supply July 2019 – January 2020 | £100.14 |
| Community Action Dacorum | Clerk's salary for January | £727.11 |
| Community Action Dacorum | Payroll administration charge | £25.20 |

i. **Note of payments received**

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| Allotment rents | £10.00 |
| Interest | £6.98 |

20/010 Report and update from the Planning Working Party

a. **Proposed mobile base unit on Hempstead Lane**

It was noted that although the mast was just outside the Parish, that it was appropriate to respond to the pre-consultation. There were no objections from councillors or members of the public to the proposed base unit. **Resolved:** That the Clerk should respond to Harlequin advising that there were no objections to the proposal. Agreed unanimously.

b. **Planning application updates**

i. **Evergreens, Hempstead Lane (19/03054/FHA)**

It was noted that this application had been supported by the Council when it was first submitted in September but that an objection had been raised when a revised application was submitted in December. It was explained that the Conservation Officer's report had not been available in September and that when the revised plans were considered in December they did not appear to meet the Conservation Officer's requirement.

It was noted that Cllr Wright had declared an interest in December as a neighbour of the proposed development but not in September because the application had been received too late for the agenda and Cllr Wright did not attend the September meeting.

The Planning Working Party had been able to establish the precise nature of the Conservation Officer's interventions and accepted that the updated plans complied fully with the conservation concerns. The Working Party was also

satisfied on the matters of privacy infringement, subject to privacy glazing being installed on all windows on the East Elevation.

The Working Party recommended that the Council withdraw its objection to the application subject to the caveat noted above. The recommendation was supported unanimously.

ii. Proposed development of land adjoining Rambling Way (19/02925/MFA)

A meeting had been held between the Planning Working Party, two residents and the planning agent for the proposed development. No arguments had been advanced that justified changing the council's decision to object to the proposal.

c. To note the following responses to planning applications submitted to Dacorum BC since the last Council Meeting under the Clerk's delegated powers:

None

d. To consider the following planning applications:

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| 19/03211/FHA | 5 Hedgeside, Potten End, HP4 2RE |
| Demolition of garage and outbuilding; 2 storey side extension, & partial single storey front extension; new rear patio | |
| No objection | |

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| 19/03263/FUL | Land to rear of 19-21 Water End Road, Potten End, HP4 2SH |
| Conversion and Alteration of Commercial Buildings to Form single dwelling | |
| No objection | |

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| 19/03228/OUT | Land between Bremhill and South Winds, The Common, Potten End, HP4 2QF |
| Construction of a detached dwelling on infill plot. | |
| The consultation period will expire on 29 th January 2020. More time was needed to consider this proposal. | |

e. To consider planning applications received during the period 10th January 2020 and 16th January 2020

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| 20/00043/FUL | Land adjacent to Frithsden House, Frithsden Copse, Potten End HP4 2RG |
| Construction of a new 6 bed dwelling house with associated access. | |
| The Frithsden Copse planning committee is meeting on Monday 20 th January to consider this proposal. A decision will be deferred until the outcome of that meeting is known. | |

20/011 **Date and time of next meeting.**
7.30pm, Thursday 20th February 2020.

Meeting closed at 8.35pm

Chairman 

Date 20/2/20