

Minutes of Nettleden with Potten End Parish Council Council Meeting

Held at **7.45pm** on **Thursday, 22nd April 2021**

at <https://us02web.zoom.us/j/88429006356?pwd=L0wyUVRDYIFMYUgrdi9IMG54ZURQUT09>

Present: Cllrs E Brennan, D Grimsdale, S Nelson, H Smith, E Spanswick, D Westenholz-Smith (chair) and R Wright.

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

Agenda reference	Agenda item
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21/049	Duke of Edinburgh
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Noted that the condolences of the Parish Council and the residents of the parish had been extended to Her Majesty The Queen and members of the Royal Family on the death of His Royal Highness, The Prince Philip, Duke of Edinburgh.

21/050	Apologies for absence
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Cllr Burfot's apologies were accepted.

21/051	Interests
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- a. There were no declarations of interest from councillors on items on the agenda.
- b. No written requests for dispensations for declarable interests had been received.
- c. No grants for dispensation had been requested.

21/052	Minutes
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Resolved that the minutes of the meeting of the Council on the 18th March 2021 as circulated to members be signed as a correct record. Agreed unanimously.

21/053	Public Issues
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- a. It was requested that the risk assessment (21/062.f) be amended to include a reference to the safety netting on the sports field being in place throughout the cricket season. See comments under that agenda item.
- b. Given the increased use of The Green by traffic should consideration be given to the installation of permanent street furniture?
- c. With reference to the planning application from Holy Trinity Church for the removal of a tree (21/058.b) it was noted that two reports had identified the tree as the source of cracking in the nave.
- d. With reference to the proposal to replace the back of the goal on Spencer Holland with netting (21/060.a) it was noted that this had been considered and rejected previously. See comments under that agenda item.

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- e. With reference to the proposal to provide a grant to the PCC of St Lawrence, Nettleden, it was suggested that this was the responsibility of the Parish Council and should be treated as operational expenditure. See comments under that agenda item.
- f. The question of signage to prevent horse riders coming from National Trust property from using The Old Green had been raised previously and had not yet been actioned. The Clerk to take forward.

21/054 Matters arising

None

21/055 Correspondence received and other issues

- a. Concern had been expressed at the offer for sale of the woodland at the end of Brown Springs. The Clerk was liaising with Cllr Douris about what might be possible to provide protection from tree felling.
- b. A request had been received to plant a tree on the sports ground in memory of a resident who died recently. The Clerk will obtain more information.
- c. It was suggested that the parish council website could be over-hauled. Suggestions of how it might be improved were invited.
- d. Cllr Westenholz-Smith was pursuing the possibility of digitising Viviane Bryant's book with a view to making it available on the council website.

21/056 Parish Warden Report

There had been two separate instances of fly-tipping on Bullbeggar Lane, both had been reported to Dacorum BC and one remained having been coned off but not removed by Dacorum. The possibility of removing the back panels from the Spencer Holland goal had been investigated. Litter picking continued. Grass cutting and sign cleaning had commenced. The damaged verge of the conservation area of The Green at the junction of Hempstead Lane with The Common had been repaired but lorries were already driving over the repair.

21/057 National Trust Report

None

21/058 Report and update from the Planning Working Party

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

21/01001/FHA	Raja Tuan, Nettleden Rd, Frithsden, HP1 3DQ	No objection (1 st April 2020)
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First floor single storey rear extension with dormer and roof lights

21/01062/FHA	7 Hempstead Lane, Potten End, HP4 2QJ	No objection (1 st April 2021)
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Construction of a three bay oak framed detached garage

- b. **To agree** responses to the following planning applications:

Agenda reference	Agenda item	
21/01033/FHA	Heather Cottage, the Common, Potten End, HP4 2QF Extension to existing annex	No objection
21/01213/FUL	IET House, Chestnut Close, Potten End, HP4 2RN Demolition of existing commercial premises and construction of 3 houses, together with associated accesses and landscaping. The developer attended the meeting and gave a brief presentation on the proposals which had been discussed with the neighbours and adapted as a result of feedback. There continued to be concern at the impact of increased sewage which will be taken up separately with Thames Water. The development was likely to take 4/5 months before work could commence and a further 12m to completion.	No objection
21/01234/LDP	Vitalia, The Common, Potten End, HP4 2QF	Presumed withdrawn as a result of 21/01621/FUL below
	New carport/canopy to side and rear of existing house, new garage/garden store to rear of house and single storey rear extension	
21/01317/TCA	Nettleden Grange, Nettleden Rd, HP1 3DQ Work to cherry and pine. Fell apple.	No objection
21/01385/FHA	26 Hempstead Lane, Potten End, HP4 2SD Redevelopment of the house to include rear, side (right) and front extensions and alterations to the fenestration following the demolition of the side (left) extension and garage.	No objection
21/01404/FHA	6 Chestnut Close, Potten End, HP4 2QL Single storey extension, formation of rear dormer and insertion of rooflight.	No objection
21/01477/FHA	The Grange, Frithsden Copse, Potten End, HP4 2RG Construction of outbuildings to rear of property.	No objection
21/01484/ROC	61 Hempstead Lane, Potten End, HP4 2RZ Variation of conditions attached to planning permission 20/01804/FHA to amend the front facing side hips to gables for ease of construction and storage of hot water cylinder.	No objection
21/01498/FHA	Tates House, 4 Water End Rd, Potten End, HP2 4SG Loft conversion with rear dormer	No objection
21/01548/TCA	Holy Trinity Church, Church Rd, Potten End, HP4 2QY Fell and grind Golden Cypress tree between Church Lane and the Nave.	No objection
c. To consider	any planning applications received after the agenda was published.	
21/01605/FHA	Beauport, Frithsden Copse, Potten End, HP4 2RQ	No objection

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Construction of car port and electric vehicle charging points.

21/01621/FHA Vitalia, The Common, Potten End, HP4 2QF Deferred

Proposed detached garden store / garage to rear of house and new carport to side and rear of house.

21/059 Report and Update from the Traffic and Highways Working Party

a. Highways signs

Noted that the animal warning signs purchased by the council (see 21/026.c.i) had been removed by Hertfordshire Highways along with a number of other signs in the parish including the 20mph signs outside the school. After extensive discussions all the 20mph signs had been replaced together with some of the animal warning signs with the others to follow. Concern was expressed at the lack of communication from either Highways or Ringway before action was taken.

Noted that there was a lack of consistency with signage with many that do not meet Highways own criteria.

Agreed that Cllr Nelson would provide Cllr Douris with further examples of inconsistent signs.

b. 20'sPlenty

Noted that the next part of the survey being undertaken as part of the Parish Plan would focus on Highways issues including 20'sPlenty (see21/061 below)

c. The Common

i. **Noted** that discussions on reducing the 50mph limit along The Common were ongoing.

ii. **Noted** that the resurfacing of some of The Common had been delayed because of the cold weather and when re-scheduled might now cover all of the road and include the repositioning of the central white line. Concern was expressed at the waste of tax-payers money in scheduling work when the forecast clearly indicated it would not be possible.

iii. **Noted** that the gutter had been cleared by Dacorum but not by Ringway when they were on site with the necessary equipment. **Agreed** that Cllr Douris would write to Highways expressing the Parish Council's concerns over the cost effectiveness of Ringway.

iv. **Noted** that the flashing wig-wag lights for the 20mph zone outside the school weren't working when approached from Water End. Cllr Douris reported the issue.

d. Plough Lane

Noted that the dead end sign had been replaced.

e. Nettleden Rd

Noted that the staggered junction sign before Church Rd and Frithsden Copse had been replaced.

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f. **Rambling Way**

Noted that the salt bin would be replaced in the autumn

21/060 **Report and Update from the Open Spaces and Leisure Working Party**

a. **Goal on Spencer Holland**

Noted there had been complaints from residents backing onto Spencer Holland about the noise of balls hitting the back of the goal. It appeared to be possible to remove the two back panels although it would leave metal flanges that would need to be protected to prevent them from becoming a hazard. It would be possible to re-instate the metal panels if the netting proved impractical.

Resolved – to replace the two metal back panels of the goal with netting at a cost of £100 subject to a solution being found to make the metal flanges safe. Agreed unanimously.

b. **Play equipment**

- i. **Noted** that the wet pour surrounds of some of the play equipment had shrunk, come unattached from the base and posed a trip hazard. The Clerk is investigating whether it is possible to undertake patch repairs.
- ii. **Noted** that the Open Spaces and Working Party was exploring the possibility of replacing the play equipment.

c. **Use of Sports Field**

Agreed that the sports field could be used to hold outdoor fitness classes subject to suitable insurance being held and that the classes didn't interfere with existing use of the sports field.

d. **Women's Institute**

Noted that the WI will be holding their June meeting on The Green

21/061 **Parish Plan**

Agreed the wording of a Highways survey as presented to members.

21/062 **Report and Update from the Finance and Administration Working Party**

a. **Grant to the PCC of St Lawrence, Nettleden**

Considered a request for a grant of £500 to cover the cost of grass cutting in the churchyard during 2020. This was classified as a grant because responsibility for the churchyard had not been transferred to the Parish Council.

Noted that this would be the first payment made under s. 137 of the Local Government Act 1972 in the current financial year where the council has a cap of £10,621.

Resolved that in accordance with the council's powers under section 137 of the Local Government Act 1972 that it should incur the expenditure of £500 being the cost of grass cutting from March to November 2020 for the Parochial Church Council of St Lawrence, Nettleden, which in the opinion of the council is in the interest of the area and its inhabitants, and will benefit them in a manner commensurate with the expenditure. Agreed unanimously.

Agenda reference	Agenda item
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b. Approved that following accounts should be paid:

K Furness	Parish Warden fee	£448.00
A Farrow	April expenses	£12.35
DCVS	April salary	£864.23
DCVS	Monthly fee for April payroll and annual membership fee	£102.00
HAPTC	Annual membership	£767.70
M W Agri	Aeration of sports ground	£180.00
Great Gaddesden Parish Council	50% of cost of clerk attending course on the new code of conduct.	£15.00
ICCM	Annual subscription to the Institute of Cemetery and Crematorium Management.	£95.00
PCC St Lawrence Nettleden	Grant toward maintenance of churchyard for March to November 2020.	£500.00

c. Noted receipt of the following payments:

Interest	March	£0.38
Dacorum BC	Warden's Grant (£3,243.54), Concurrent Services Grant (£13,722.03), Council Tax Support Grant (£96.69) and Precept (£21,624.74)	£38,687.00

d. Financial Report

- i. **Noted** the draft end of year accounts as at 31st March 2021 as presented to members.
- ii. **Noted** the financial report as at 15th April 2021 as presented to members.

e. Internal Audit

- i. **Agreed** that Cllr Burfot may sign the letter presented to members to the Internal Auditor confirming the dates that were applied in respect of the Exercise of Public Rights for 2019/20 in 2020-21.
- ii. **Noted** that the internal audit for 2020/21 has been scheduled for 7th May 2021.

f. Risk assessment

Accepted the risk assessment as circulated to members subject to the addition noted in 21/053.a above.

g. Councillor email accounts

Agreed that in view of the risk presented to the council from councillors using personal email accounts that the Clerk should investigate the possibility of councillors using council email addresses.

h. Future meetings

Agenda reference	Agenda item
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- i. **Agreed** that as a result of the Government’s decision not to extend the right of Parish Council’s to hold remote meetings from 7th May 2021 when taken in conjunction with the Government’s ongoing constraints on meeting indoors that the Council’s May and June meetings would be rescheduled to the 5th May and 24th June.
- ii. **Agreed** the response to the Government’s call for evidence on the future use of remote meetings as presented to members subject to an additional comment on the ability of remote meetings to widen the potential diversity of the council by making them more open to people with care responsibilities.

21/063 Resolved that under section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from items 21/064 of the agenda of this meeting as disclosure of the commercial interests of the council. Agreed unanimously

21/064 Resolved that the motions presented to the Council with regard to the grass cutting contract be adopted. Agreed unanimously.

21/065 Date and time of next meetings

The next two meetings will be held on **Wednesday, 5th May** and **Thursday 24th June**, both at 7.30pm, replacing the meetings originally scheduled for Thursday 20th May and Thursday 17th June for the reasons given in 21/062.h.i.

The meeting on 15th July will take place as scheduled.

The meeting closed at 21.36.

Signed 

Dated 6/5/21