

Potten End Village Hall
The Green
Potten End
HP4 2QG

12th June 2023

To: Cllrs Daniel Burfot, John Berry, Eamonn Brennan, David Grimsdale, Simon Nelson, Hilary Smith, Erica Spanswick and Dina Westenholz-Smith

You are summoned to attend the following meeting:

Nettleden with Potten End Parish Annual Council Meeting

to be held at **7.30pm on Thursday, 15th June 2023**

in the **Church Room, Potten End, HP4 2QY**

Members of the public and press are invited to attend this meeting.

Andrew Farrow

Mr A Farrow
Clerk to Nettleden with Potten End Parish Council

| Agenda ref. | Agenda item |
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| 23/068 | Apologies for absence |
| 23/069 | Declaration of interests |
| 23/070 | <u>Minutes</u> Proposed that the minutes of the meeting of the Council at 7.30pm on the 18 th May 2023 as circulated to members be signed as a correct record. |
| 23/071 | Public Issues - In accordance with the Council's Standing Orders, members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda for not more than 20 minutes. |
| 23/072 | Correspondence received <ol style="list-style-type: none"><u>Traffic concerns at Nettleden and Frithsden</u>Allotments – new fence<ol style="list-style-type: none"><u>Freedom of Information request</u>General concerns<u>Levelling Up and Regeneration Bill</u> – to note a response from the Minister. |
| 23/073 | <u>General matters outstanding</u> |
| 23/074 | Parish Warden - to receive an update |
| 23/075 | Report of Traffic and Highways Working Party |

| Agenda ref. | Agenda item |
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| | <p>a. Outstanding issues</p> <p>b. Upcoming road works – to note as presented to members.</p> <p>c. Elderly person crossing sign – to note that this has been installed by Common Gardens.</p> |
| 23/076 | Report and Update from the Open Spaces and Leisure Working Party |
| | <p>a. Noticeboard – to follow</p> <p>b. Events</p> <ul style="list-style-type: none">i. Picnic on The Green – to note the final outturn.ii. Open-air Cinema – to note arrangements and budget. <p>c. Burial Ground</p> <ul style="list-style-type: none">i. Grass cutting – proposed to continue with manual grass cutting around the graves for the remainder of 2023.ii. Interments and burials – to note that permission has been given:<ul style="list-style-type: none">• for the interment of the ashes of Dorothy Chalmers because of her residency in the Parish.• for the burial of Genevieve Breeden because of her residency in the Parish. <p>d. Allotment – proposed to consider ways in which the gap under the fence on the northern boundary of the allotments may be filled but not to take any action about rabbits on site.</p> <p>e. Sports Field - to note that permission had been given for the Brownies to run an event on 16th June.</p> <p>f. Recreation Ground – to note that permission has been given for the pre-school to hold a fund-raising event on 1st July from 11am to 2pm.</p> |
| 23/077 | Report and update from the Planning Working Party |
| | <p>a. Decisions by Dacorum BC on planning applications – to note as presented to members.</p> <p>b. Planning Applications – to note responses given to planning applications under the Clerk’s delegated powers since the last Council Meeting.</p> <p>22/02384/FUL Gutteridge Farm, Potten End, HP4 2QF No objection Conversion of residential stables and storage buildings to form a single dwelling.</p> <p>23/01052/LDP Braeside, Water End Road, Potten End, HP4 2QW No objection Use of the land for siting a mobile home for ancillary use to the main dwelling.</p> <p>c. Planning applications – to agree responses to the following planning applications.</p> <p>22/02354/FUL 31 Hempstead Lane, Potten End, HP4 2RZ Construction of two storey 4 bedroom dwelling</p> <p>23/01160/FUL Lindens, 17 Hempstead Lane, Potten End Construction of 2no. new buildings.</p> <p>23/01263/LDP Raja Tuan, Nettleden Road, Frithsden, HP1 3DQ Kitchen extension with rooflight</p> |

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| | <p>23/01272/FHA Four Winds, The Hamlet, Potten End, HP4 2RD</p> <p>Carport and store. Single storey front extension and alterations.</p> |
| | <p>23/01211/FUL 23 Water End Road and Land To Rear Of 21 Water End Road, Potten End</p> <p>Demolition of frontage buildings and redevelopment of site for 8 dwelling houses</p> |
| | <p>23/01348/TCA Forge Farm, Nettleden Road, Nettleden, HP1 3DQ</p> <p>Fell two non-indigenous coniferous trees in poor condition, to make room for larger beech trees to thrive</p> |
| | <p>23/01330/FHA 7 Olivers Close, Potten End, HP4 2SL</p> <p>Retention of replacement decking & additional raised decking & installation of privacy screen</p> |
| | <p>23/01356/LBC Pipers Cottage, Nettleden Rd, Nettleden, HP1 3DQ</p> <p>Installation of aluminium framed secondary glazing to the front, rear and side elevations.</p> |
| | <p>d. Planning Applications – to agree responses to any planning applications received after the agenda was published.</p> |
| 23/078 | Report and Update from the Finance and Administration Working Party |
| | <p>a. Payment of invoices – to agree payment of invoices as presented to members.</p> <p>b. Payments received since the last meeting – to note as presented to members.</p> <p>c. Bank account reconciliation at 31st May 2023 – to note as presented to members.</p> <p>d. Annual return for 2022/23</p> <ul style="list-style-type: none">i. Internal Audit – to note the comments from the Internal Auditor and to agree the response as presented to members.ii. Annual Governance Statement – Proposed that the Annual Governance Statement as presented to members is correct and may be signed on behalf of the Council.iii. Accounting Statements - Proposed that the Accounting Statements as presented to members are correct and may be signed on behalf of the Council.iv. Exercise of Public Rights - Proposed that the Clerk may publish the approved sections of the Annual Governance Review, the completed statement of Public Rights and Publication of Unaudited Annual Governance & Accountability Return, and the notes which accompany the Notice on the Parish Council’s website from 19th June to 28th July 2023. <p>e. Policies – to review and confirm the following (all unchanged):</p> <ul style="list-style-type: none">i. Child Protection Policyii. Document Retention Policyiii. Grant Awarding Policyiv. Social Media Policy |

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| 23/079 | Date and time of next meetings |
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The next meetings will be held at the Church Room, Potten End at 7.30pm on Thursdays 20th July 2023 and 21st September 2023 (NB there will be no Council meeting in August)