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Potten End Village Hall
The Green
Potten End
HP4 2QG

Minutes of the Council Meeting of Nettleden with Potten End Parish Council

held at **8.20pm on Thursday, 15th February 2024**

at the **Church Room, Church Rd, Potten End, HP4 2QY**

Present: D Burfot (chair), J Berry, E Brennan, D Grimsdale, S Nelson, H Smith and E Spanswick.

In attendance: A Farrow (Parish Clerk), Cllr T Douris (County and Borough Councillor), K Furness (Parish Warden) and twenty members of the public.

The meeting was preceded by a presentation from Mr Paul Miller, General Manager, National Trust Ashridge Estate attended by thirty-seven members of the public.

Agenda ref.	Agenda item
24/015	Apologies for absence were received and accepted from Cllr Westenholz-Smith
24/016	Declaration of interests Cllr Burfot declared an interest in item 24/024.e.
24/017	Minutes Resolved that the minutes of the meeting of the Council at 7.30pm on the 18 th January 2024 as circulated to members be signed as a correct record. Agreed unanimously.
24/018	Public Issues <ol style="list-style-type: none">It was requested that consideration be given to arranging for a fish and chip van to visit Potten End in the evening during the week.An update on the request to re-surface Vicarage Rd was requested.In view of the recent accidents at the junction of Hempstead Lane and The Common it was asked again that consideration be given for the 30mph signs to have yellow backgrounds.With regard to 24/024.e.i (replacement building at Frithsden Vineyard) the Parish Council was asked to submit an objection to the Planning Inspector.It was reported that the HertsLynx bus had been seen reversing out of Frithsden Lane into Nettleden Rd which was considered dangerous.With regard to 24/023.e (the grass cutting contract) concern was expressed that not cutting the grass could lead to neglect.
24/019	Correspondence received <ol style="list-style-type: none">Noted that Dacorum were conducting surveys on<ol style="list-style-type: none">Local cycling and walking infrastructure planCommunity safety

Agenda ref.	Agenda item
	<ul style="list-style-type: none">b. Concern had been expressed about builders' skips using the verge along Hempstead Lane.c. Hertfordshire County Council were trying to identify as many former county councillors as possible to celebrate the authority's 50th anniversary,
24/020	General matters outstanding – noted the update provided to members with the following comment. <ul style="list-style-type: none">a. The domain nettledenpottenend-pc.gov.uk was now live and all the council's email addresses would be changing.
24/021	Parish Warden – the Berkhamsted Fun Run is scheduled for 3 rd March and the Clerk was asked to contact the organisers about litter. Fly tipping was reported opposite the pond at the end of Vicarage Rd and the layby opposite the burial ground. Ivy was being cut back on the Old Green. The path behind Cedar had been swept. The burial ground plaques had been cleaned and would be re-fixed. Most of the benches belonging to Martins Pond PH had been removed from the Green and placed in the pub car park.
24/022	Report of Traffic and Highways Working Party <ul style="list-style-type: none">a. Outstanding issues – noted the update presented to members with the following comments not covered under any other agenda items.<ul style="list-style-type: none">i. Agreed that the Clerk should write to the occupants of 4 Hempstead Lane again with regard to the posts in the verge.b. Roadworks – noted the update presented to members.c. Frithsden issues<ul style="list-style-type: none">i. Roadside edges are shrinking along the edge of Frithsden Lane near Frithsden Green – Cllr Douris will arrange for Highways to inspect.ii. Cutting of branches from trees on Roman Rd – Cllr Douris will refer to Dacorum Enforcement.iii. Drainage at the bottom of Roman Road – Cllr Douris will arrange for a drainage review.d. Chevrons at junction of Nettleden Rd and Frithsden Lane – agreed that the council would contribute £425 toward the cost of £2,250.e. Flooding outside 76 Hempstead Lane – Cllr Douris provided an update of the proposed short- and long-term solutions, thanking the residents for their patience and their Neighbours for their flexibility in accepting the proposed solutions. The road would need to be closed for 4 weeks from 29th March to allow the work to be undertaken.
24/023	Report and Update from the Open Spaces and Leisure Working Party <ul style="list-style-type: none">a. The Green – noted concern about damage from vehicles. Added to the CIL list of potential infrastructure projects.b. The Old Green – noted completion of work to trees.c. Sports Field – agreed to authorise the Clerk to sign a Grass Pitch Service Level Agreement with the Football Club as a requirement of accessing grant funding from the Football Foundation to improve the quality of the football pitch.d. Burial Ground – noted that approval has been granted for:<ul style="list-style-type: none">i. The burial of Alan Hynes

Agenda ref.	Agenda item
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- ii. The interment of the ashes of Pauline and James Campbell

Both based on residency in the parish.

- e. **Grass cutting contract** – agreed to extend the current contract for 3 months from 1 April 2024 to allow the scope of the contract to be reviewed.

24/024 Report and update from the Planning Working Party

- a. **Decisions by Dacorum BC on planning applications** – noted as presented to members.

- b. **Planning Applications** – to note that the following responses had been given to applications under the Clerk’s delegated powers since the last Council Meeting.

24/00090/FHA Crossways, Little Heath Lane, Potten End, HP4 2RY No objection
& 24/00091/LBC

A proposed single-storey extension with basement, garage conversion, internal renovations and alterations to remodel the existing dwelling, including external landscaping works.

- c. **Planning applications** – to agree responses to the following applications:

24/00157/FUL Mollcroft, 69 Hempstead Lane, Potten End, HP4 2RZ Object

Change of use for an existing detached residential annex building to a separate dwellinghouse

- d. **Planning applications** – no applications had been received since the agenda was published.

- e. **Planning Appeals** – noted that appeals have been lodged against Dacorum’s decision to refuse permission for:

- i. The replacement building at Frithsden Vineyard (22/02538/FUL). It was agreed to consider whether an additional submission to the Planning Inspectorate was required.
- ii. The retention of replacement decking and additional raised decking and installation of privacy screen at 7 Olivers Close (23/01330/FHA). It was agreed that no action is required by the Parish Council about this appeal.

24/025 CIL projects – noted the update provided to members.

24/026 Report and update from the Finance and Administration Working Party

- a. **Bank account reconciliation at 31st January** – noted as presented to members.
- b. **Payment of invoices** – agreed as presented to members together with an invoice of no more than £50 to Barnes-Lewis in respect of work relating to the change in domain name.
- c. **Payments received** – noted as presented to members
- d. **Investment Policy** – approved changes as submitted to members.
- e. **New interest-bearing account** – agreed to open a Public Sector Deposit Fund with CCLA and that Cllrs Berry, Grimsdale and Nelson together with Mr A Farrow (clerk) be authorised to act as signatories on the account.
- f. **Internal Auditor** – agreed to appoint Mr Ernest Newhouse as the Council’s Internal Auditor for 2023/24.

Agenda ref.	Agenda item
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24/027 Resolved that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 that the public and press should be excluded from item 24/028 of the agenda because of the confidential nature of the business to be transacted. Agreed unanimously.

24/028 Confidential – a decision was deferred.

24/029 Date and time of next meetings

The next meetings will be held at the Church Room, Potten End at

7:30pm on Thursday, 21st March 2024 for a presentation from Mr Howard Craft, Club Manager, Berkhamsted Golf Club to be followed by the Council Meeting at 8:00pm.

7:30pm on Thursday, 18th April 2024 for a presentation from Mr David Evans, Managing Director, Ashridge House to be followed by the Council Meeting at 8:00pm.

The meeting closed at 22:00

Signed

Dated