

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

held at **7.30pm on Thursday, 16 May 2024**

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

Present: D Burfoot (chair), J Berry, E Brennan, D Grimsdale, S Nelson, H Smith, E Spanswick and D Westenholz-Smith

In attendance: A Farrow (Parish Clerk), K Furness (Parish Warden), and sixteen members of the public.

Agenda ref.	Agenda item
24/054	Election of Chair and Vice Chairs for 2024/25 – resolved that Cllr Burfoot be appointed chair and Cllrs Grimsdale and Westenholz-Smith be appointed Vice Chairs. Agreed unanimously.
24/055	Apologies for absence were received from Cllr Douris
24/056	Declaration of interests - none
24/057	Minutes Resolved that the minutes of the meeting of the Council at 8:00pm on 18 April 2024 as circulated to members be signed as a correct record. Agreed unanimously.
24/058	Public Issues <ol style="list-style-type: none">Both the National Trust and the police had been advised of problems caused by cyclists on NT land alongside Frithsden Lane.With regard to 24/063.a concern was expressed regarding the amount of litter around the existing picnic tables opposite The Plough and the impact on parking at Homefield. It was stressed that Spencer Holland should primarily be a children’s play area. It was noted that litter and parking need not relate to customers of The Plough.Concern was also expressed at increasing pressure on parking in Homefield in part due to the use of the sports field.With regard to 24/062.a it was asked whether there was an update on when the change in the speed limit along The Common would be implemented.With regard to 24/062.c it was asked whether there was an update on the accident on Hempstead Lane on 3 May.With regard to 24/062.d it was suggested that the white lines at the junction of The Green, Church Rd and Water End Rd should be refreshed and that yellow backgrounds to the speed limit signs be introduced as a matter of urgency.With regard to 24/064.c (24/01041/FHA) concern was expressed at the size of the proposed extension in Hollybush Close.With regard to 24/046.c (24/01053/ROC) clarification was sought on the purpose of the application to remove a condition associated with the development at 38 Rambling Way.

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24/059	Correspondence received and not covered elsewhere in the agenda <ul style="list-style-type: none">a. Noted that a consultation on ward boundaries for Dacorum was underway closing on 15 July.b. Noted that the National Trust would be providing a further update on the project to 'Protect our Roots' update on 25 and 26 May from 11am – 4pmc. Noted that a mobile vet was considering scheduling a regular visit to Potten End and that the views of the community would be sought via the Community Facebook page.d. It had been proposed that a roundabout be installed at Trident junction. This was problematic because much of the land around the junction was Common Land.
24/060	General matters outstanding <ul style="list-style-type: none">a. The community was asked to provide any feedback on the issue of cricket balls exceeding the existing stop netting. It was noted that the netting had been extended at the existing height in an agreement between the Cricket Club and a resident.
24/061	Parish Warden – fly tipping down Little Heath Lane had been reported and dealt with. Hedges had been cut at the burial ground and graves topped up. A post to the rear field at the burial ground had rotted and needed replacing. General grass cutting and litter picking continued. On Spencer Holland gaps around some of the wetpour had been filled with soil and benches had been cleaned prior to varnishing.
24/062	Report of Traffic and Highways Working Party <ul style="list-style-type: none">a. Outstanding issues – noted the update presented to members and the following further information:<ul style="list-style-type: none">i. Work to drainage at the bottom of Roman Road is scheduled from 3 – 7 Juneii. Nettleden Rd markings would be refreshed in the next monthiii. The change to the speed limit along The Common is scheduled to be completed by the end of Juneiv. Passenger journeys on Lynx continue to rise. A semi-fixed line has been implemented three days a week between Castle Village and Berkhamsted on a trial basis because of high demand to try to rationalise journeys.b. Roadworks – noted the update presented to members.c. Hempstead Rd accident – both the HSE and the police are investigating the accident and until those investigations are complete we won't know when and how the work will progress. A meeting is scheduled for 17 May to update the residents most impacted so far as is possible.d. Accident at the junction of Church Lane and Water End Rd – there is no update.e. A DriveSafe exercise undertaken on The Common near the junction with Hempstead Lane measuring speeds of vehicles approaching from Berkhamsted counted 374 vehicles of which 70 (19%) exceeded 35mph.
24/063	Report and Update from the Open Spaces and Leisure Working Party <ul style="list-style-type: none">a. The Plough – the proposal that permission be granted for the installation of 6 additional picnic benches on Spencer Holland was deferred.

Agenda ref.	Agenda item
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- b. **Pond drainage arrangement** – Cllr Douris had arranged for Highways to clear the pipe under Hempstead Lane but as a result a fault in the pipe had been identified which the Parish Council would need to repair.
- c. **Burial Ground** - noted that permission had been given for the burial of Matthew Driver on the grounds of residency.
- d. **Spencer Holland** – noted that Dacorum BC had agreed to relocate litter bins to more appropriate locations.

24/064 Report and update from the Planning Working Party

- a. **Decisions by Dacorum BC on planning applications** – noted as presented to members.
- b. **Planning Applications** – noted that no responses had given under the Clerk’s delegated powers since the last Council Meeting.
- c. **Planning applications** – agreed responses to the following applications:

24/01020/LDP Brynnon Cottage, The Back, Potten End, HP4 2QS No objection

Single storey rear extension 1350mm deep, built on the back of an existing original house wall.

24/01041/FHA Cleft Oak Cottage, Hollybush Close, Potten End, HP4 2SN Object

Double storey extensions to front, single storey extension to side and part single- part double-storey extension to rear, increased main roof and chimney heights, fenestration changes and new pitched roof to garage, all following demolition of existing conservatory.

24/01053/ROC 38 Rambling Way, Potten End, HP4 2SF No objection

Removal of Condition 2 (Approved Plans) attached to planning permission 21/00138/FUL (Construction of 5 dwellinghouses including associated hard and soft landscaping)

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

24/065 CIL funds utilisation

- a. ‘In principle’ agreement was given to funding:
 - i. Accessibility to open spaces
 - ii. Brownies cupboard in the Church Room
 - iii. Old Green entrance pathway
 - iv. Roadside traffic data recorder
 - v. The Green – protection of verges
 - vi. An extended fence along Plough Lane

Subject to full applications being received addressing any conditional issues and providing competitive quotes where appropriate.

- b. Agreed to proceed to public consultation on the remaining projects identified in the schedule circulated to members.

24/066 Report and update from the Finance and Administration Working Party

Agenda ref.	Agenda item
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- a. **Bank reconciliation** – noted as presented to members and agreed to transfer £30,000 from Unity Trust to CCLA.
- b. **Payment of invoices** – agreed as presented to members together with payments of £211.20 to Playsafety Ltd and £400 to Ernest Newhouse
- c. **Payments received** – noted as presented to members.
- d. **Risk Assessment** – approved as presented to members.

24/067 Annual review

Resolved to agree the following in accordance with article 5.j of the Council’s Standing Orders (* = unchanged from 2023). Agreed unanimously.

- i. Delegation arrangements to committees and staff*
- ii. Terms of reference for committees*
- iii. Appointment of members to committees and working parties*
- iv. Standing Orders*.
- v. Financial Regulations*
- vi. Representation on external bodies*
- vii. Inventory of land and assets
- viii. Arrangements for insurance cover
- ix. Subscriptions and regular payments
- x. Complaints procedure*
- xi. Policies, procedures and practices in respect of the Council’s obligations under the freedom of information and data protection legislation
 - Privacy policy for staff and councillors*
 - General privacy policy*
 - FOI publication scheme*
- xii. The Council’s expenditure under s.137 of the Local Government Act 1972
- xiii. The times and places of ordinary meetings of the full Council up to and including the next annual meeting of the full council

24/068 Date and time of next meetings

The next meetings will be held at the Church Room, Potten End starting at 7:30pm on
Thursday 20 June 2024
Thursday 18 July 2024

The meeting closed at 20:58

Signed

Dated