

[www.nettledenpottenend-pc.gov.uk](http://www.nettledenpottenend-pc.gov.uk)  
E: clerk@nettledenpottenend-pc.gov.uk  
T: 07946 355438

Potten End Village Hall  
The Green  
Potten End  
HP4 2QG

11 October 2024

**To: Cllrs Daniel Burfot, John Berry, Eamonn Brennan, David Grimsdale, Simon Nelson, Hilary Smith, 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, 17 October 2024**

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
24/109	Apologies for absence
24/110	Declaration of interests.
24/111	<a href="#">Minutes</a> <b>Proposed</b> that the minutes of the meeting of the Council at 7:30pm on 19 September 2024 as circulated to members be signed as a correct record.
24/112	<a href="#">Election of new Councillor</a>
24/113	Public Issues
24/114	Correspondence received not covered elsewhere in the agenda
24/115	<a href="#">General matters outstanding</a> – to note as presented to members: <ol style="list-style-type: none"><li><a href="#">Highridge Farm</a> – to receive an update on the event held on 13-15 September</li></ol>
24/116	Parish Warden – to receive an update
24/117	Report of Traffic and Highways Working Party <ol style="list-style-type: none"><li><a href="#">Outstanding issues</a> – to note as presented to members:</li><li><a href="#">Roadworks</a> – to note the update presented to members.</li><li><a href="#">Frithsden Lane</a><ol style="list-style-type: none"><li>Proposed that in accordance with the council’s powers under section 137 of the Local Government Act 1972 that it should incur expenditure of £1,600 to Hertfordshire County Council being a contribution toward the installation signage relating to Frithsden Lane and Ashridge House as detailed on the attached report,</li></ol></li></ol>

Agenda ref.	Agenda item
-------------	-------------

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.

- ii. To note that this expenditure will be offset by a donation of £800 from EF Corporate Education Ltd on behalf of Ashridge House and so net expenditure is less than the £1,200 agreed in principle under 24/103/d.

**24/118 Report and Update from the Open Spaces and Leisure Working Party**

- a. [Work to trees and undergrowth on the Conservation Green](#) – to consider a proposal
- b. [New benches on Spencer Holland and The Green](#) – to agree a proposal as presented to members.
- c. [Burial Ground](#) – to agree proposed changes to rules
- d. [Use of the sports field for a circus in 2025 by the Friends of Potten End School](#) – to discuss a proposal
- e. [Edge of The Green](#) – to discuss a proposal

**24/119 Report and update from the Planning Working Party**

- a. [Decisions by Dacorum BC on planning applications](#) – to note as presented to members.
- b. [Planning Applications](#) – to note that no responses were given under the Clerk’s delegated powers since the last Council Meeting.
- c. [Planning applications](#) – to agree a response to the following application:

[24/02207/FHA](#) Oakwood House, Bullbeggars Lane, Potten End, HP4 2RS

New entrance gates

[24/02200/LBC](#) Forge Farm, Nettleden Road, HP1 3DQ

Infill beams with timber structure and lime plaster and oak door with window, rooflight to be added to the pitched roof in the ensuite bathroom, insulated cupboard around the external boiler.

- d. [Planning applications](#) – to consider any applications received since the agenda was published.
- e. [Planning appeals](#) – to note that an appeal has been lodged by 21 Hedgeside against Dacorum’s decision to refuse permission for a front extension and front canopy with relocation of front entrance way (24/00655/RET).
- f. [Dacorum Local Plan](#) – to receive an update (see also the paper submitted to [Dacorum Strategic Planning and Environment Overview and Scrutiny Committee](#) which contains a summary of the changes to housing development sites)

**24/120 Report and update from the Finance and Administration Working Party**

- a. [Financial results to 30 September](#) - to note as presented to members
- b. [Bank reconciliation](#) – to note as presented to members.
- c. [Payment of invoices](#) – to agree payments as presented to members
- d. [Payments received and due](#) – to note as presented to members.
- e. [Proposed to make a grant of £138.75 to Toy Hub](#) – to consider a proposal

Agenda ref.	Agenda item
-------------	-------------

- |    |   |
|----|---|
| f. | <a href="#">CIL update</a> – to note as presented to members  |
| g. | <a href="#">s137 update</a> – to note as presented to members   |
| h. | <a href="#">Grass cutting and warden contract renewals</a> <ul style="list-style-type: none"><li>i. Proposed that the Council will maintain grounds maintenance services at the current level irrespective of any decision by Dacorum BC regarding Warden and Concurrent Services Grants</li><li>ii. Proposed to issue a request for proposals for the renewal of the grass cutting contract.</li><li>iii. Proposed to renew the warden’s contract for a further three years without going to competitive tender on the basis that the warden is a de facto employee.</li></ul> |

**24/121 Date and time of next meetings**

The next meetings will be held at the Church Room, Potten End starting at 7:30pm on Thursdays 21 November and 19 December 2024