

52 Cross Oak Rd  
Berkhamsted  
Herts,  
HP4 3HZ

10<sup>th</sup> January 2020

**To: Cllrs Daniel Burfot, Eamonn Brennan, David Grimsdale, Simon Nelson, Hilary Smith, Erica Spanswick, Dina Westenholz Smith, Roger Wright**

You are summoned to attend the following meeting:

**Nettleden with Potten End Parish Council Meeting**

to be held on

**Thursday, 16<sup>th</sup> January 2020**

in the **Church Room, Potten End, HP4 2QY** at **7.30pm**

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**

*To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.*

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**20/001 Apologies**

To receive and accept apologies for absence from the council meeting

**20/002 Interests**

- a. To receive declarations of interest from councillors on items on the agenda
- b. To receive written requests for dispensations for declarable interests; and
- c. To grant any requests for dispensation as appropriate

**20/003 Minutes**

To resolve that the minutes of the meeting of the Council on the 12<sup>th</sup> December 2019 circulated to members be signed as a correct record.

**20/004 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.

**20/005 Report from the Parish Warden**

**20/006 National Trust Report**

**20/007 Report and Update from the Traffic and Highways Working Party**

**a. Update on reducing the speed limit on The Common**

A representative from Herts Highways will be in attendance

**b. Hempstead Lane verge encroachment**

This is now the subject of possible legal action by Hertfordshire Highways and cannot be discussed in the public meeting. Cllr Douris is keeping the council updated.

**c. Update on the possibility of raising the kerb outside the village shop**

Cllr Douris to provide an update.

**d. Update on flooding in Hempstead Lane opposite Martins Pond**

Proposed: that the Clerk should obtain a quote to clear the pond overflow pipe, noting that Cllr Douris has also raised the issue with Hertfordshire Highways.

**e. Update on damage to the verge at the access to 5 Acres Farm**

Proposed: that the Clerk should write to the landowner articulating the Council's concerns regarding the damage being caused by the unloading of vehicles at the access to Five Acre Farm.

**20/008 Report and Update from the Open Spaces and Leisure Working Party**

**a. General cut-back of trees and overgrowth around The Green and the removal of a shrub opposite Martins Pond Pub**

Proposed: that Daniel Burfot be asked to clear the lower branches of trees around The Green to facilitate grass cutting and to remove the shrub growing on the corner of The Green Opposite Martins Pond Pub to improve visibility for traffic as part of his existing maintenance contract.

**b. Dog fouling on Vicarage Road and Church Lane**

Proposed: That packets of compostable bags be attached to street lights to encourage dog owners to remove faeces.

**20/009 Report and Update from the Finance and Administration Working Party**

**a. Social Media policy (see supporting document)**

Proposed: to adopt the policy as submitted.

**b. Council Grant Policy (see supporting documents)**

Proposed: to adopt the policy as submitted.

**c. Annual Parish Meeting**

Proposed; that any organisations based in the Parish which wish to make a presentation at the Annual Parish Meeting on Thursday, 19<sup>th</sup> March 2020 are invited to contact the Parish Clerk.

**d. Financing of new Speed Indicator Device (see supporting information)**

Proposed: that the Council resolves in accordance with its powers under section 137 of the Local Government Act 1972 that it should incur the following expenditure, which in the opinion of the council is in the interests of the area and its inhabitants, and will benefit them in a manner commensurate with the expenditure of £5,100 as a contribution toward the cost of installing and maintaining a Speed Indicator Device by Hertfordshire County Council.

**e. Q3 statement of receipts and payments** (see supporting information)

To note that the year-end projection at the end of Q3 is for a surplus of £5,600 against a budget shortfall of £3,400.

**f. 2020-21 budget** (see supporting information)

Proposed: To agree the budget for 2020-21 as presented.

**g. 2020-21 precept** (see supporting information)

Proposed: That Nettleden with Potten End Parish Council under section 41 of the Local Government Act 1992 hereby give notice that in respect of the financial year beginning on 1<sup>st</sup> April 2020, the sum of £20,835.05 is required to meet the expenses of the Council. We hereby require the levy of the said sum as an additional item of Council Tax for the Parish by Dacorum Borough Council, being the Billing Authority for the Borough and that Councillors Burfoot, Grimsdale and Westenholz-Smith be authorized to sign the demand for the precept on behalf of the council

**h. Approval of accounts to be paid**

HAPTC (Hertfordshire Association of Parish and Town Clerks)	Attendance by Cllr Westenholz-Smith at a Planning Essentials course on 11 <sup>th</sup> September 2019.	£50.00
Hertfordshire County Council	Grant to HCC to install a new Speed Indicator Device (SID) and to maintain or replace the SID for five years.	£5,100.00
A Farrow	Clerk's expenses (phone rental and cost of refreshments at December council meeting)	£57.49

**i. Note of payments received**

	Allotment rents	£10.00
	Interest	£6.98

**20/010 Report and update from the Planning Working Party**

**a. Proposed mobile base unit on Hempstead Road** (see supporting information and documents)

To note the pre-consultation exercise being undertaken by Harlequin Group on this proposal and the request that any stakeholders or groups contact them.

**b. Planning application for Evergreens, Hempstead Lane** (see supporting information)

To note why there was an expression of interest registered by a councillor when this application was considered in December but not when it was first presented in September.

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

None

- d. **To consider the following planning applications:**

19/03211/FHA	5 Hedgeside, Potten End, HP4 2RE
Demolition of garage and outbuilding; 2 storey side extension, & partial single storey front extension; new rear patio	
19/03263/FUL	Land to rear of 19-21 Water End Road, Potten End, HP4 2SH
Conversion and Alteration of Commercial Buildings to Form single dwelling	
19/03228/OUT	Land between Bremhill and South Winds, The Common, Potten End, HP4 2QF
Construction of a detached dwelling on infill plot.	

- e. **To consider planning applications received during the period 10<sup>th</sup> January 2020 and 16<sup>th</sup> January 2020**

None

**20/011**      **Date and time of next meeting.**  
7.30pm, Thursday 20<sup>th</sup> February 2020.