

52 Cross Oak Rd
Berkhamsted
Herts,
HP4 3HZ

12th June 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 - Extraordinary Council Meeting

to be held at

7.30pm on Thursday, 18th June 2020

Please join the meeting

Online at <https://us02web.zoom.us/j/86849371074?pwd=QUhJei9XRyVNOaWxWd3ZwNzRHRWZ2dz09>

or

By conference call on 0203 481 5237 or 0131 460 1196

When the following **access details** will be required

Meeting ID: 868 4937 1074

Password: 600188

Members of the public and press are invited to attend this meeting using the same access details.

Andrew Farrow

Mr A Farrow

Clerk to Nettleden with Potten End Parish Council

20/052 Apologies

To receive and accept apologies for absence from the council meeting

20/053 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

20/054 Minutes

Proposed: that the minutes of the meeting of the Council on the 21st May 2020 circulated to members be signed as a correct record.

20/055 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.

20/056 Parish Plan

To consider whether the Parish Council should lead a consultation process with regard to the number of licensed premises residents consider appropriate for the Parish.

20/057 Coronavirus update

To note any issues arising as a result of the pandemic

20/058 Report from the Parish Warden

20/059 National Trust Report

20/060 Report and Update from the Traffic and Highways Working Party

- a. Update on reducing the speed limit on The Common
- b. Hempstead Lane verge encroachment
- c. Update on damage to the verge at the access to 5 Acres Farm
- d. Bollard at end of School Gardens
To note that bollards have now been installed
- e. Emptying of drain for the pond outside Martins

20/061 Report and Update from the Open Spaces and Leisure Working Party

a. Benches on The Green

Proposal: To replace the "Cllr Ginger" bench on The Green (see supporting information)

20/062 Report and Update from the Finance and Administration Working Party

a. 2019/20 Audit (see supporting documents)

To note: the internal auditor's report.

Proposed:

- i. that the response to the internal auditor be signed as presented.
- ii. that the Annual Governance Statement as presented is correct and may be signed on behalf of the Council.
- iii. that the Accounting Statements as presented are correct and may be signed on behalf of the Council
- iv. that the Clerk may publish the approved sections of the Annual Governance Review, the completed Notice 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 22nd June 2020 to 31st July 2020 for public inspection.

b. 2020/21 Financial Report

To note: Expenditure of £1,922 detailed below is within budget. Yearend projection for regular expenditure and income is for a surplus of £8,000 (budget £2,300) with income up £1,400 and costs down £900. See supporting information.

c. Approval of accounts to be paid:

K Furness	Parish Warden duties	£448.00
A Farrow	Clerk's expenses	£70.17
DCVS	Clerk's salary	£726.14 ¹
DCVS	Monthly fee for payroll	£25.20 ¹
C Watson	Repairing a leak in the allotment water supply	£50.00
Ernest Newhouse	Internal audit	£350.00
Potten End Village Hall	Bus stop lease	£252.10

d. To note payments received:

Interest		tbc
Allotment rental		£30.00
DR & SW Jarrett	Memorial for Ben Jarrett	£300.00

e. To agree Committee and Working Party membership and other responsibilities
See supporting information

20/063 Report and update from the Planning Working Party

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

20/01195/FUL The Plough, The Back, Potten End, HP4 2QS Objection

To note: the detail of the objection agreed in principle at the last Council meeting regarding the proposed change of use from Class A4 (drinking establishments) to class C3 (dwelling house) including internal alterations, single storey rear extension and vehicle access onto The Back. See supporting information.

To note: that a community interest group has lodged an expression of interest under the Asset of Community Value process which should trigger the full six month moratorium on the freeholder's ability to sell.

b. To consider the following planning applications:

20/00771/FHA Autumn Tints, 4 Rambling Way, Potten End, HP4 2SE
Two storey side and rear extensions and new front porch.

20/01223/LDP Hazel Cottage, Little Heath Lane, Potten End, HP4 2RY
Single storey side extension

20/01323/FUL Shepherds Cottage, Frithsden Lane, Frithsden, HP1 3DD
Demolish existing barn and replace with new garden workshop. Demolish garden shed and replace with new storage shed

20/01324/LDP 1 Chestnut Close, Potten End, HP4 2QL

¹ In the absence of invoices for the clerk's salary and the cost of payroll services as at the time of publication, the figures from May have been included. The correct figures should be available at the time of the meeting.

Insertion of rear dormer window

20/01337/LDE Rosa Maria Farm, Little Heath Lane, Little Heath, HP4 2RT

Existing use of Rosa Maria Farmhouse as C3 (single dwelling house) and land within its curtilage as garden

20/01353/FHA Midhill, The Front, Potten End, HP4 2QR

Single storey rear extension and dormer window to existing detached bungalow.

20/01384/TCA Forge Farm, Nettleden Rd, Nettleden

T1 Douglas Fir - fell

20/01478/FUL Martins Pond, The Green, Potten End, HP4 2QQ

Change of use from Class A4 (drinking establishment) to Class C3 (Dwelling House) including alterations.

- c. **To consider planning applications received during the period 12th June 2020 and 18th June 2020:**

20/064 Date and time of next meeting

7.30pm, Thursday 16th July 2020.