

Minutes of Nettleden with Potten End Parish Council Council Meeting

Held at **7.30pm** on **Thursday, 16th July 2020**

Online at: <https://us02web.zoom.us/j/86849371074?pwd=QUhJeI9XRVN0aWxWd3ZwNzRHRWZ2dz09>

Present: Cllrs D Burfot, E Brennan, D Grimsdale, S Nelson, H Smith, E Spanswick, D Westenholz-Smith and R Wright.

In attendance: Mr T Douris (Ward Councillor), Mr A Farrow (Parish Clerk), Mr K Furness (Parish Warden) and five members of the public.

20/070 Apologies

To receive and accept apologies for absence from the council meeting - none

20/071 Interests

- a. To receive declarations of interest from councillors on items on the agenda - none
- b. To receive written requests for dispensations for declarable interests - none
- c. To grant any requests for dispensation as appropriate - none

20/072 Minutes

Resolved: that the minutes of the meetings of the Council on the 18th June and 26th June 2020 as circulated to members be signed as a correct record. Agreed unanimously.

20/073 Public Issues

- a. The Council was congratulated on the wording of the objection to the Martins Pond planning application (see 20/080.b).
- b. It was noted that 15 Hedgeside had been operating as an Air B&B for some time. A planning application (see 20/080.b) had been withdrawn and the clerk was asked to investigate why and whether planning permission was required.
- c. It was noted that Martins Pond pub would have large bags on The Green over the weekend to help with rubbish collection. The Clerk reported that no parking signs would also be placed around The Green to try to prevent a recurrence of last week's parking on the grass.
- d. Cllr Douris reported that on behalf of the Lord Lieutenant he would be presenting his Hero of Hertfordshire award to the team at Cedars Shop on Friday 17th July.

20/074 Coronavirus update

Noted the risk assessment undertaken prior to re-opening the playground on the Spencer Holland recreation ground on 4th July 2020.

20/075 Report from the Parish Warden

- a. The village sign had been re-erected after the repairs and re-painting undertaken by Peter Humphreys. The Council expressed its thanks to Peter.
- b. The plaque on the Peter Ginger bench had been removed and will be sent to the manufacturers of the new bench for inclusion. Preparatory work has been undertaken



on the bus stops prior to treating them. The small rotten section on the bus stop has been repaired.

- c. Both general litter and fly-tipping had been light over the preceding month.

20/076 National Trust Report

Noted that 65% of the local NT team remain on furlough. Nationally the NT has suffered significant losses as a result of the crisis and that almost all projects are either cancelled or deferred until 2021 at the earliest.

20/077 Report and Update from the Traffic and Highways Working Party

a. Hertfordshire CC Speed Management Strategy

Agreed that the Clerk would prepare a response to the consultation and circulate for agreement.

All other Highways related activity was in diary for later in the year.

20/078 Report and Update from the Open Spaces and Leisure Working Party

a. RoSPA report on play equipment

Noted the annual report from RoSPA on the play equipment has been undertaken and doesn't require any immediate remedial work to be undertaken.

b. Play equipment review

Noted that the Open Spaces and Leisure Working Party will be undertaking weekly reviews of the play equipment in line with the recommendations of the council's insurance broker using a template approved by RoSPA.

c. Potten End Gardening Club

Agreed that the club could hold potato growing and scarecrow competitions on The Green on the 19th September 2020 at no charge.

d. Berkhamsted Strathspey and Reel Club

Provisionally agreed that the club could use The Green to celebrate its 70th Anniversary in 2022 with a Hog Roast, music and dancing subject to further details but at no charge.

20/079 Report and Update from the Finance and Administration Working Party

a. Insurance

Resolved:

- i. that the level of insurance presented to the Council meets its needs
- ii. to renew the insurance with Hiscox at a premium of £1,084.51.

b. 2020/21 Financial Report

To note: Expenditure of £2,958 detailed below includes unbudgeted expenditure on the bus shelter. However the yearend projection is for a surplus of £8,400 (budget £5,800) with income up £1,400 and costs down £1,200. See detailed financial report below.

c. Approval of accounts to be paid:

K Furness	Parish Warden duties	£448.00
A Farrow	Clerk's expenses	£245.77

Noted that the Clerk's expenses included c.£160 expenditure on signs for the play equipment and The Green.

DCVS	Clerk's salary	£726.14
------	----------------	---------

DCVS	Monthly fee for payroll	£25.20
Came & Co	Annual insurance renewal	£1,084.51
Castle Water	Allotment water supply	£228.84

Noted that Castle Water had recently taken over responsibility for the allotment water supply, were 20% more expensive than the previous supplier and non-responsive to queries. The Clerk will investigate possible alternative suppliers.

Peter Humphreys	Gift in thanks for the repair and re-painting of the village sign. Will be used to fund a donation to The Hospice of St Francis	£50.00
Shane Waterton	Repairs to bus stop on the Green	£150.00

d. To note payments received:

Interest	June	£0.37
----------	------	-------

e. Arrangements for council meetings

Noted that Government guidelines still preclude holding physical meetings, but if they are relaxed there would be flexibility in how meetings might be held until May 2021 when the emergency legislation authorising virtual meetings expires. The benefit of virtual meetings was noted but there was some interest in exploring options for physical meetings at least as part of a hybrid offering. The possibility of using Martins Pond or the Village Hall (because of space) or the Parish Room (because of technology) was noted.

20/080 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:

None

b. To consider the following planning applications:

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

Change of use from Class A4 (drinking establishment) to Class C3 (dwelling house) including internal alterations.

The draft objection submitted to the meeting was approved.

20/01692/TPO **7 Hempstead Lane, Potten End, HP4 2QJ** **No objection**
Works to trees

20/01607/LDE **15 Hedgeside, Potten End, HP4 2RE** **Withdrawn**
Retention of outbuilding as built for lawful use as air b&b for up to 120 nights per year

20/01804/FHA **61 Hempstead Lane, Potten End, HP4 2RZ** **No objection**
Single storey rear extension, loft conversion, demolition of front garage, new out building, demolition and re-building of garage in the garden.

c. To consider planning applications received during the period 10th July 2020 and 16th July 2020:



20/01895/TPO **Williams Wood, Vicarage Road, Potten End,** **No objection**
HP4 2RA

Works to trees

20/01978/FHA **Greenways, 59 Hempstead Lane, Potten End,** **No objection**
HP4 2RZ

Demolition of conservatory and porch, single storey rear extension, garage conversion and entrance canopy.

d. **Construction of 14 dwellings on land adjacent to 38 Rambling Way (20/00024/REFU)**
Agreed to lodge further information with the Planning Inspectorate.

e. **Construction of new 6 bed dwelling on land adjacent to Frithsden House (20/00043/FUL).**
Agreed to lodge further information with the Planning Inspectorate.

e. **Dacorum Draft Strategic Design Document**
Resolved to authorize the Clerk to submit comments on the consultation document as proposed by the Council.

20/081 **Date and time of next meeting**
7.30pm, Thursday 17th September 2020.

The meeting closed at 8.37pm

Signed



Dated 22/10/20

Nettledean with Potten End Parish Council
Council Meeting – 16th July 2020
Draft minutes v0.1

Appendix 1 - Financial results as at 16th July 2020

	July	Actuals to date	Year end projection	Annual budget	Variation - Yearend projection to budget	Actual	Variation - Yearend projection to 2019/20 actual	Commentary
Income								
Borough Council general income	-	21,028	21,028	20,765	263	22,095	-1,067	-5% 2019/20 includes CIL income
Open spaces income (inc Borough Council grants)	-	18,247	25,857	24,772	1,085	21,466	4,391	17% Repayment of water rates, increased rental from football pitch hire, increased income from burial ground
Total other income	0	54	2,054	2,000	54	4,912	-2,858	-139% 2 years VAT reclaimed in 2019/20
Total income	0	39,329	48,939	47,537	1,402	48,473	466	1%
Expenditure								
Personnel	726	2,905	10,265	11,000	735	9,494	-771	-8% Includes contingency
Administration	1,141	2,569	5,049	5,330	281	4,507	-542	-11% Includes contingency
Highways	150	402	402	275	-127	5,420	5,018	1248% 2019/20 included purchase of SID warranty
Open spaces maintenance	941	4,426	22,351	22,650	299	23,730	1,379	6% 2019/20 included map expenditure
Grants/donations	-	350	2,500	2,500		1,000	-1,500	-60% Decision to make more funds available for community projects
Total regular expenditure	2,958	10,652	40,567	41,755	1,188	44,151	3,584	9%
Net regular income/expenditure	-2,958	28,677	8,372	5,782	2,590	4,322	4,050	48%
One-off expenditure	-	-	32,000	32,000			-32,000	
Total payments	2,958	3,610	72,567	73,755	1,188			
Net total income/expenditure	-2,958	28,677	-23,628	-26,218	-2,590	4,322	-27,950	