

52 Cross Oak Rd  
Berkhamsted  
Herts,  
HP4 3HZ

11<sup>th</sup> October 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 - Council Meeting**

to be held at

**7.30pm on Thursday, 15<sup>th</sup> October 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 and 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**

Agenda reference	Agenda detail
<b>20/099</b>	<b>Apologies</b> To receive and accept apologies for absence from the council meeting
<b>20/100</b>	<b>Interests</b> <ol style="list-style-type: none"><li>To receive declarations of interest from councillors on items on the agenda</li><li>To receive written requests for dispensations for declarable interests; and</li><li>To grant any requests for dispensation as appropriate</li></ol>
<b>20/101</b>	<b>Minutes</b> <b>Proposed:</b> that the minutes of the meetings of the Council on the 17 <sup>th</sup> September 2020 as circulated to members be signed as a correct record. ( <a href="#">See supporting papers.</a> )
<b>20/102</b>	<b>Public Issues</b> 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.

Agenda reference	Agenda detail
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- a. Death of joint owner of Folly's Farm donkey sanctuary.

**20/103 Coronavirus update**

**20/104 Report from the Parish Warden**

**20/105 National Trust Report**

**20/106 Parish Plan**

Proposed terms of reference to follow.

**20/107 Report and Update from the Traffic and Highways Working Party**

- a. **Gas mains work at junction of The Common and School Lane**

**To note** that damage to the slabs by the bus stop caused by the gas mains contractors earlier in the year has been repaired.

**20/108 Report and Update from the Open Spaces and Leisure Working Party**

- a. **Dangerous branch on oak tree on The Green**

**To note** that the Clerk had authorized Simon Baker to remove a dangerous branch on the oak tree on The Green at a cost of £60.

- b. **Councillor Ginger bench**

**To note** that the replacement bench had been delivered and will be installed as soon as possible.

- c. **Allotments**

- i. **To note** that the annual rent is now being collected, and that all allotment holders have been issued with a letter advising them of the increase in rent due in 2021.
- ii. **To agree** expenditure of £400 for allotment plot markers ([see supporting information](#))

- d. **Open Spaces expenditure prioritisation** ([see supporting information](#))

**Proposed:**

- i. That there is insufficient demand to justify re-surfacing the car park on the sports field but that a proposal should be prepared to cut back the trees and undergrowth surrounding the car park and approach road so that it can be used when conditions permit.
- ii. That investigations continue into the possible replacement of all or some of the play equipment on Spencer Holland but that any possible expenditure will not be considered before the financial year 2021/22 at the earliest.
- iii. That pending a decision on the future of the play equipment on Spencer Holland, no further cosmetic maintenance will be undertaken on the existing equipment.
- iv. That a proposal be prepared for the area in front of the goal mouth on Spencer Holland to be re-surfaced with artificial grass.

- e. **St Lawrence, Nettleden** ([see supporting information](#))

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	<b>To consider</b> a request for a grant of £1,280 to the Parochial Church Council of St Lawrence in reimbursement of the annual grass cutting from 2019 and occasional trimming of yew trees.																											
<b>20/109</b>	<b>Report and Update from the Finance and Administration Working Party</b>																											
a.	<b>Grant applications</b> ( <a href="#">see supporting information</a> )																											
i.	<b>To consider</b> a grant of £600 to 1 <sup>st</sup> Potten End Scout Group for the purchase of a marque and PPE stock.																											
ii.	<b>To consider</b> a grant of £2,500 to the Potten End Village Hall for the reduction in income following the closure caused by Covid-19 and the cost of PPE equipment.																											
b.	<b>2020/21 Financial Report</b> ( <a href="#">see supporting information</a> ) <b>To note</b> a projected year end surplus for regular expenditure/income of £8,900 against a budget £5,800.																											
c.	<b>Approval of accounts to be paid:</b>																											
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d.	<b>To note payments received:</b>																											
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e.	<b>Limited assurance review for the year ended 31 March 2020</b> ( <a href="#">see supporting information</a> )																											

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**To note** that PKF Littlejohn have completed the review of the Annual Governance and Accountability Return (AGAR) for the Parish Council for the year ended 31 March 2020 and that there are no matters arising.

**20/110 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:

**20/02955/FHA** Leewood, Water End Rd, Potten End, HP4 2SG

Replacement of existing conservatory with a single storey rear extension and raised patio/terrace and replacement of cladding to front dormer.

c. **To consider** planning applications received during the period 9<sup>th</sup> October 2020 and 15<sup>th</sup> October 2020:

**20/111 To consider** that under section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from items 20/112 of the agenda of this meeting as disclosure of the commercial interests of the council and the persons that have tendered is not in the public interest.

**20/112 Pond maintenance contract**

**To agree** the appointment of a contractor to maintain the pond on The Green for the next three years.

**20/113 Date and time of next meeting**

7.30pm, Thursday 19<sup>th</sup> November 2020.