

52 Cross Oak Rd
Berkhamsted
Herts,
HP4 3HZ

16th April 2021

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 on

Thursday, 22nd April (deferred from 15th April) at 7.30pm

Join the meeting online at

<https://us02web.zoom.us/j/88429006356?pwd=L0wyUVRDYIFMYUgrdi9IMG54ZURQUT09>

Or by phone on 0203 901 7895 or 0131 460 1196 using the meeting ID: 884 2900 6356 and passcode: 723386

Agenda reference	Agenda item
21/049	Duke of Edinburgh To note that the condolences of the Parish Council and the residents of the parish had been extended to Her Majesty The Queen and members of the Royal Family on the death of His Royal Highness, The Prince Philip, Duke of Edinburgh.
21/050	Apologies for absence
21/051	Interests a. To receive declarations of interest from councillors on items on the agenda. b. To consider any written requests for dispensations for declarable interests had been received. c. To consider any grants for dispensation were requested.
21/052	Minutes Proposed that the minutes of the meeting of the Council on the 18th March 2021 as circulated to members be signed as a correct record.
21/053	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.
21/054	Matters arising (not covered elsewhere)
21/055	Correspondence received

Agenda reference	Agenda item	
21/056	Parish Warden Report	
21/057	National Trust Report	
21/058	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.	
	21/01001/FHA Raja Tuan, Nettleden Rd, Frithsden, HP1 3DQ	No objection (1 st April 2020)
	First floor single storey rear extension with dormer and roof lights	
	21/01033/FHA Heather Cottage, the Common, Potten End, HP4 2QF	
	Extension to existing annex	
	21/01062/FHA 7 Hempstead Lane, Potten End, HP4 2QJ	No objection (1 st April 2021)
	Construction of a three bay oak framed detached garage	
	b. To agree responses to the following planning applications:	
	21/01213/FUL IET House, Chestnut Close, Potten End, HP4 2RN	
	Demolition of existing commercial premises and construction of 3 houses, together with associated accesses and landscaping.	
	21/01234/LDP Vitalia, The Common, Potten End, HP4 2QF	
	New carport/canopy to side and rear of existing house, new garage/garden store to rear of house and single storey rear extension	
	21/01317/TCA Nettleden Grange, Nettleden Rd, HP1 3DQ	
	Work to cherry and pine. Fell apple.	
	21/01385/FHA 26 Hempstead Lane, Potten End, HP4 2SD	
	Redevelopment of the house to include rear, side (right) and front extensions and alterations to the fenestration following the demolition of the side (left) extension and garage.	
	21/01404/FHA 6 Chestnut Close, Potten End, HP4 2QL	
	Single storey extension, formation of rear dormer and insertion of rooflight.	
	21/01477/FHA The Grange, Frithsden Copse, Potten End, HP4 2RG	
	Construction of outbuildings to rear of property.	
	21/01484/ROC 61 Hempstead Lane, Potten End, HP4 2RZ	
	Variation of conditions attached to planning permission 20/01804/FHA to amend the front facing side hips to gables for ease of construction and storage of hot water cylinder.	
	21/01498/FHA Tates House, 4 Water End Rd, Potten End, HP2 4SG	

Agenda reference	Agenda item
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Loft conversion with rear dormer

[21/01548/TCA](#) Holy Trinity Church, Church Rd, Potten End,
HP4 2QY

Fell and grind Golden Cypress tree between Church Lane and the Nave.

- c. **To consider** any planning applications received after the agenda was published.

21/059 Report and Update from the Traffic and Highways Working Party (see [the report of all outstanding issues](#) for a full list of activities).

a. **Highways signs**

To receive an update on the signs recently removed by Hertfordshire Highways.

b. **20'sPlenty**

To receive an update.

c. **The Common – speed limit**

To receive an update.

d. **Plough Lane – dead-end sign**

To receive an update

21/060 Report and Update from the Open Spaces and Leisure Working Party

a. **Goal on Spencer Holland**

Proposed – to replace the two metal back panels of the goal with netting at a cost of £100.

b. **Play equipment**

To note problems with the WetPour surrounds of the play equipment and other issues and to agree a way forward.

c. **Use of Sports Field**

To consider a request to use the sports field for outdoor fitness classes.

d. **Women's Institute**

To note that the WI will be holding their June meeting on The Green

21/061 Parish Plan

To receive an update.

21/062 Report and Update from the Finance and Administration Working Party

a. **Grant to the PCC of St Lawrence, Nettleden**

To consider a request for a grant of £500 to cover the cost of grass cutting in the churchyard during 2020.

To note that this would be the first payment made under s. 137 of the Local Government Act 1972 in the current financial year where the council has a cap of £10,621.

Proposed that in accordance with the council's powers under section 137 of the Local Government Act 1972 that it should incur the expenditure of £500 being the cost of grass

Agenda reference	Agenda item
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cutting from March to November 2020 for the Parochial Church Council of St Lawrence, Nettleden, 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.

b. To approve accounts to be paid:

K Furness	Parish Warden fee	£448.00
A Farrow	April expenses	£12.35
DCVS	April salary	£864.23
DCVS	Monthly fee for April payroll and annual membership fee	£102.00
HAPTC	Annual membership	£767.70
M W Agri	Aeration of sports ground	£180.00
Great Gaddesden Parish Council	50% of cost of clerk attending course on the new code of conduct.	£15.00
ICCM	Annual subscription to the Institute of Cemetery and Crematorium Management.	£95.00
PCC St Lawrence Nettleden	Grant toward maintenance of churchyard for March to November 2020.	£500.00

c. To note payments received:

Interest	March	£0.38
Dacorum BC	Warden's Grant (£3,243.54), Concurrent Services Grant (£13,722.03), Council Tax Support Grant (£96.69) and Precept (£21,624.74)	£38,687.00

d. Financial Report

- i. To note the [draft end of year accounts](#) as at 31st March 2021.
- ii. To note the [financial report](#) as at 15th April 2021.

e. Internal Audit

- i. To agree that Cllr Burfot may sign the [attached letter](#) to the Internal Auditor confirming the dates that were applied in respect of the Exercise of Public Rights for 2019/20 in 2020-21.
- ii. To note that the internal audit for 2020/21 has been scheduled for 7th May 2021.

f. Risk assessment

To accept the [risk assessment](#) as circulated to members.

g. Councillor email accounts

To consider the [risk presented](#) by councillors using personal email accounts.

h. Future meetings

**Agenda
reference**

Agenda item

- i. **To consider** [the impact of the Government's decision](#) not to extend the right of Parish Council's to hold remote meetings from 7th May 2021.
- ii. **To agree** a response to the [Government's call for evidence](#) on the future use of remote meetings.

21/063 Proposed that under section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from items 21/064 of the agenda of this meeting as disclosure of the commercial interests of the council.

21/064 Proposed that the motion presented to the Council with regard to the grass cutting contract be adopted.

21/065 Date and time of next meetings

The next two meetings will be held on **Wednesday, 5th May** and **Thursday 24th June**, both at 7.30pm, replacing the meetings originally scheduled for Thursday 20th May and Thursday 17th June for the reasons given in 21/062.h.i.

The meeting on 15th July will take place as scheduled.