

**Minutes of the Council Meeting of
Nettleden with Potten End Parish Council Meeting**

held on

Thursday, 16th September 2021

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

Present: Cllrs D Burfot, D Grimsdale, S Nelson, and E Spanswick,

In attendance: Mr A Farrow (Parish Clerk), Borough and County Cllr T Douris, Mr K Furness (warden) and twelve members of the public.

Agenda reference	Agenda item
21/106	Apologies for absence were accepted from Cllrs Brennan, Smith, Westenholz-Smith and Wright.
21/107	Interests <ul style="list-style-type: none">a. There were no declarations of interest from councillors on items on the agenda, written requests for grants of dispensations, or requests for grants for dispensation for declarable interests.
21/108	Minutes <p>Resolved that the minutes of the meeting of the Council on the 15th July 2021 as circulated to members be signed as a correct record. Agreed unanimously.</p>
21/109	Public Issues <ul style="list-style-type: none">a. It was noted that in 1975 the Parish Council had agreed to spend £200 to install a tree trunk to improve the play area (see 21/117.a below) and in 1937 had discussed the problem of speeding in the village (see 21/113 below).b. Significant concern was expressed by members of the public regarding the proposed developments at the Frithsden Vineyard (see 21/114.b below).
21/110	Matters arising <ul style="list-style-type: none">a. Brown Springs Sewerage problems<p>Some progress had been made but concern had been expressed that not all residents who were affected had reported the problem. Agreed that the Council would write to residents in the vicinity of Brown Springs and Olivers Close asking that anyone with sewage issues should contact the Clerk.</p>b. Gardening Club<p>Agreed that spring bulbs could be planted on Parish Council land to the left and right of the bench at the junction of the Front and Water End Rd and behind and to the left of the triangle of land near the junction of Hempstead Lane and the Laurels. Planting on two other sites required the approval of the land owners.</p>
21/111	Correspondence received

Agenda reference	Agenda item
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- a. A request has been received from Cedars to place a sandwich type notice board on the corner of The Green. **Agreed** that Cllr Burfot would liaise with Jim Rowland.
- b. A query has been received regarding Dacorum BC's policy on notifying neighbours of new planning applications. This had been raised with Dacorum who advised that they were still operating under Covid restrictions.
- c. A proposal had been received to install physical traffic calming measures. This will be considered in the actions arising from 21/113.a.

21/112 Parish Warden report

Delivery had been taken of the allotment plot numbers which would be installed when the ground was softer. The metal panels on the back of the goal on Spencer Holland had been removed and replaced with netting in an experiment to see if this reduced the noise impact on neighbours without detracting from the use of the goal. The hedge behind the goal had been cut back. The entrance to the car park on the Sports Ground had been cleared. Litter picking and hedge trimming continued. The play equipment had been inspected, no new problems had been identified.

21/113 Report of Traffic and Highways Working Party

a. Highways Survey

Resolved

1. That the Parish Council work with Cllr Douris and Herts Highways to address the broader issues raised
2. That data be collated from all available sources to validate and quantify community concerns regarding the speed and volume of traffic in the parish.
3. That volunteers be sought to start a Community DriveSafe programme under the auspices of the Hertfordshire Police and Crimes Commissioner.
4. That the Parish Council endorse the 20's Plenty Campaign.

Agreed unanimously.

b. **Junction of Water End Rd with The Green and Church Rd – noted** that Cllr Douris, Sir Mike Penning MP, and representatives from the police, Herts Highways and the Parish Council would be meeting to discuss the accidents at the junction and what could be done to prevent them.

c. **Illegal parking – noted** that Cllr Douris had arranged for Dacorum Parking Enforcement to visit Potten End.

21/114 Report and update from the Planning Working Party

a. **Noted** that the following responses had been made to planning applications submitted to Dacorum BC since the last Council Meeting under the Clerk's delegated powers.

[21/02792/FHA](#)

24 Hedgeside, HP4 2RE

No objection
29th July 2021

Single storey front, side and rear extensions. Removal of conservatory and car port. Loft conversion /creation of extended roof and dormers to front roof line (amended scheme)

[21/02368/FHA](#)

9 Hedgeside, HP4 2RE

Object
29th July 2021

Agenda reference	Agenda item
	Proposed side & rear first floor extension. Loft classed as permitted development as per calculation (amended scheme).
21/02626/FUL	Land to rear of Corner Cottage, 1 The Front, HP4 2QR Object 18 th August 2021
	New detached dwelling.
21/02929/FHA	24 The Laurels, HP4 2SP No objection 29 th July 2021
	First floor side extension
21/02829/FUL	Berkhamsted Golf Club No objection 31 st August 2021
	Overflow parking area with associated landscaping (amended scheme).
	b. Agreed the responses to the following planning applications:
21/03137/FUL	Frithsden Vineyard, Frithsden Lane, HP1 3DD Object
	Replacement dwelling
21/03130/FMA	Frithsden Vineyard, Frithsden Lane, HP1 3DD Object
	Formation of new Winery and associated parking and landscaping
	Resolved that the Clerk be authorised to submit detailed response to both applications regarding the Vineyard on behalf of the Council in consultation with the Planning WP. Agreed unanimously.
	c. No planning applications had been received after the agenda was published.
21/115	Parish Plan – the update was deferred to the next meeting
21/116	Potten End Festival (3 rd – 5 th June 2022) – noted that activities on Spencer Holland and the Village Hall were largely full. The Green was about 50% full; the Clerk will be advertising the availability of space. Paul Brown had agreed to make a field available for parking.
21/117	Report and Update from the Open Spaces and Leisure Working Party
	a. Spencer Holland Development Strategy
	i. Artificial grass in front of the goal - noted that delays in providing references had delayed the installation date which might now have to be deferred until 2022 to avoid damage to the surface of Spencer Holland.
	ii. Play equipment repairs – noted that because of the difficulty of maintaining the swings only the slide would be retained in the new plan. Repairs to the slide will be initiated as soon as possible as agreed previously.
	iii. New play equipment – noted that the Council had obtained two grants of £10,000 each from the National Lottery and Dacorum BC. Agreed that Sovereign Design Play Systems Ltd were the provisional preferred suppliers subject to sufficient funds being available. Public fundraising would now commence as agreed previously.

Agenda reference	Agenda item
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- b. **Sports Ground – agreed** that Cllr Grimsdale and the Clerk would meet with the Cricket Club to discuss their proposed risk mitigation proposals.
- c. **Notice board – agreed** that whilst it was desirable to remove the existing council notice board and replace the existing noticeboard outside Cedars with a noticeboard suitable for both the community and the council, that funds weren't available this year. The proposal would be reconsidered for 2022/23 or if CIL income were received before then.
- d. **Ecology report – noted** the report presented to members.
- e. **Pond maintenance – agreed** to commission up to three days maintenance work on the pond.
- f. **Tree risk assessment – resolved** to appoint John O'Connor Grounds Maintenance Ltd to undertake the work. Agreed unanimously.
- g. **Queens Green Canopy**
 - i. **Agreed** that a resident's request to plant a tree on the conservation area of The Green be approved subject to it being slightly smaller than the proposed Cedar of Lebanon and a British native species.
 - ii. **Agreed** that the Parish Council plant an avenue of trees on either side of the path in the burial ground and approach the families of those buried in the burial ground for a contribution.
- h. **Allotment – resolved** that residents of the parish be given preferential treatment on the waiting list and that the agreement be amended to prohibit fires on the allotments from 2022. Agreed unanimously.
- i. **Pub benches – resolved** to stop the arrangement whereby benches are allowed on parish council land on 31st October 2021. Agreed unanimously.
- j. **Funfair – noted** that agreement had been given for the funfair to use The Green from 26th September to 3rd October 2021.

21/118 Report and Update from the Finance and Administration Working Party

- a. **Financial report as at 16th September 2021 - noted** the financial result as presented to members.
- b. **Noted** payments made since the last Council Meeting as submitted to members.

c. Approved payment of the following accounts:

K Furness	Parish Warden duties	£448.00
DCVS	Clerk's salary	864.23
DCVS	Payroll administration	£31.20
Nest	Clerk's pension	£93.35
A Farrow	Expenses	£49.08
Unity Trust Bank	Monthly service charge	£18.00

d. Noted payments received:

Allotment	£10.00
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Agenda reference	Agenda item	
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	HMRC VAT refund from 2020/21	£2,194.39
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- e. **Insurance renewal – noted** that BHIB had been appointed as the Council’s insurance brokers in place of Came & Co, and that Aviva had been appointed as the Council’s insurers on a three year fixed term.

21/119 Date and time of next meetings

The next meeting will be held at 7.30pm on 21st October 2021 at the Church Room, Potten End.

The meeting closed at 21.20

Signed

Dated

DRAFT