

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

held on

**Thursday, 21<sup>st</sup> October 2021**

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

**Present:** Cllrs D Burfot (Chair), E Brennan, D Grimsdale, S Nelson, E Spanswick,

**In attendance:** Mr A Farrow (Parish Clerk) and nine members of the public.

<b>Agenda reference</b>	<b>Agenda item</b>
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<b>21/120</b>	<b>Apologies for absence</b> were accepted from Cllrs H Smith, D Westenholz-Smith and R Wright, County and Borough Cllr T Douris, and K Furness, Parish Warden
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<b>21/121</b>	<b>Interests</b>
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|  | <ul style="list-style-type: none"><li>a. Cllr Burfot declared an interest in item 21/130.b. There were no other declarations of interest from councillors on items on the agenda.</li><li>b. No written requests or requests for grants of dispensations for declarable interests had been received.</li></ul> |
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<b>21/122</b>	<b>Minutes</b>
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	<p><b>Resolved</b> that the minutes of the meeting of the Council on the 16<sup>th</sup> September 2021 as circulated to members be signed as a correct record. Agreed unanimously.</p>
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<b>21/123</b>	<b>Public Issues</b>
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|  | <ul style="list-style-type: none"><li>a. A Tree Preservation Order had been confirmed by Dacorum Borough Council on the woodland at the end of Browns Springs and it was asked how permanent this was. The Clerk confirmed that there were no timescales attached to the order but that Dacorum could vary it subject to suitable notice being given.</li><li>b. Concern was expressed at the over-enthusiastic policing of the Village Hall carpark when used by parents dropping off children at the school. Cllr Grimsdale undertook to investigate.</li><li>c. In the light of the forthcoming COP 26 conference and general concern about the environment, the Parish Council was asked to consider banning all bonfires on its land. The only bonfires on Council land are currently in the allotments (see 21/129.e).</li><li>d. Concern was expressed at pressure on boundaries around the village; the construction of a wall on Hempstead Lane where the majority of boundaries fronting the road were green, and the removal of a hedge on The Green were cited.</li><li>e. Concern was expressed at the proposed development in Ivy House Lane (see 21/128.b) which was believed to be listed but had not been presented as such. There were issues with parking, a shared cesspool, the proposed change of frontage and general design and the proposal to create a new dwelling</li></ul> |
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<b>21/124</b>	<b>Matters outstanding</b> - all covered elsewhere
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<b>21/125</b>	<b>Correspondence received</b>
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Agenda reference	Agenda item
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- a. A second accident in recent months had been reported at the junction of Nettleden Rd and Frithsden Lane. The Clerk and Cllr Douris were investigating whether any action could be taken.
- b. A national code of conduct for councillors had been proposed but Dacorum were considering redrafting one clause. No proposal would be presented to the Parish Council until Dacorum had finalised their version.
- c. The Parish Council had been advised of a national beacon event on 2<sup>nd</sup> June 2022 to celebrate Her Majesty's Platinum Anniversary. The Council had a beacon and would consider using the event as part of the Potten End Festival.
- d. Great Gaddesden PC had organised a defibrillator training event which had been advertised in Potten End and attracted considerable interest. The Council agreed that if it proved necessary to hold two events that it would pay for the second.
- e. Cllr Douris had advised that each County Councillor had one defibrillator that they could make available for free to a parish in their division. Agreed to consider whether to apply at the next meeting.
- f. The Council had been asked to advertise a County initiative to provide mediation services for any kind of conflict.

**21/126 Parish Warden report**

The burial ground hedge had been trimmed and the water butt cleaned. Assisted erecting a sign advertising the fundraising for the new play equipment. Sports field hedge trimmed. General litter picking, no fly tipping to report. Allotment fence checked for signs of badgers, none found but the fence is in need of repair. Checked the beacon which doesn't appear to have been used, need to check whether the gas fittings are current.

**21/127 Report of Traffic and Highways Working Party**

- a. **Outstanding matters** – noted that the animal warning signs were all now erected.
- b. **DriveSafe** – 17 people had volunteered to take part, of whom Michael Drake, Paul Forster and Richard Tassell had offered to act as lead volunteers. The Clerk would be passing responsibility for the management of the group to the lead volunteers.
- c. **Junction of Water End Rd, The Green and Church Rd** – Cllr Wright and the Clerk had met Sir Mike Penning MP, Cllr Douris and representatives from Highways and the Police to discuss how to reduce the number of accidents at the junction. The actions had been circulated.

**21/128 Report and update from the Planning Working Party**

- a. **Noted** the responses to planning applications submitted to Dacorum BC since the last Council Meeting under the Clerk's delegated powers.

**21/03525/ROC**

38 Rambling Way, Potten End, HP4 2SF

Object  
11<sup>th</sup> October 2021

Variation of condition 2 (approved plans) attached to planning permission 21/00138/FUL (Construction of 5 dwelling houses including associated hard and soft landscaping).

Agenda reference	Agenda item
	<p>The developer had contacted the Council asking whether it might be possible to change the Council's decision. The Planning WP had agreed to meet the developer with representatives of the neighbours.</p> <p><b>21/03463/FUL</b>                      26 Hempstead Lane, Potten End, HP4 2SD                      No objection  <span style="float: right;">14<sup>th</sup> October 2021</span></p> <p>Demolition of the existing house and construction of a new house in its place to include over the existing footprint, a two storey side, rear and front extensions, increase in eaves height and ridge height, 1 pitched dormer to the front and 3 pitched dormers to the rear, and alterations to the brickwork and fenestration.</p> <p><b>b. Agreed responses to the following planning applications:</b></p> <p><b>21/03617/FHA</b>                      Stable Cottage, Ivy House Lane, HP4 2PP                      Defer</p> <p>Proposed one and a half storey infill extension with new dormer matching rear elevation, conversion of existing barn to host living, bedroom and WC.</p> <p>This is a sensitive location and a site visit has been arranged for next week.</p> <p><b>21/03768/FHA</b>                      Williams Wood, Vicarage Rd, HP4 2RA                      No objection</p> <p>Demolition of existing shed and single storey rear extension. Proposed two storey extension, new dormers to the second floor and internal refurbishment to existing building</p> <p><b>21/03858/FHA</b>                      Lilydale, Brown Spring, Potten End, HP4 2SQ                      No objection</p> <p>Front extension and roof alterations including new dormers and hip to gable conversion.</p> <p><b>c. Agreed responses to the following planning applications received after the agenda was published.</b></p> <p><b>2103886/FUL</b>                      Frithsden Vineyard                      Object</p> <p>Construction of 3 x guest accommodation treehouses</p> <p>Agreed that the terms of the objection could be agreed by the Planning WP and submitted under the Clerk's delegated powers</p> <p><b>21/03931/FHA</b>                      28 Hempstead Lane, Potten End, HP4 2SD                      No objection</p> <p>Two storey side and rear extensions and internal alterations</p> <p><b>d. 11 Rambling Way</b> – noted that a report has been submitted to Dacorum BC for a breach of planning permission.</p> <p><b>e. 4 The Green</b> – noted that a query had been raised with Dacorum BC for a possible breach of the rules governing the conservation area after the removal of a hedge facing The Green.</p> <p><b>f. 61 Hempstead Lane</b> - noted that a query had been raised as to whether the front wall and some of the finishing on the house was in line with planning permission and/or should have been challenged during the planning approval process.</p> <p><b>21/129 Report and Update from the Open Spaces and Leisure Working Party</b></p>

Agenda reference	Agenda item
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- a. **Spencer Holland Development Strategy** – noted that the slide had been repaired, the installation of the artificial grass surface was underway, and that fundraising had started for the new playground equipment.
- b. **Sports Ground** – noted the update on the Cricket Club’s risk mitigation proposals as circulated to members and agreed that the proposed way forward with the club exploring the possibility of installing a 13m high stop net along the Vicarage Rd boundary was correct.
- c. **Burial Ground** – agreed the proposal to plant an avenue of flowering cherry trees to celebrate the Queen’s Platinum Anniversary and to approach the families of those buried to see if they wished to make a donation alongside a grant from Herts County Council and Parish Council funds.
- d. **Christmas tree** – the Council thanked the Lutts Group, one of whose directors, Sean Lutt, is a local resident, which has agreed to sponsor the installation of a Christmas tree on The Green. Agreed that the tree should be rooted rather than cut, located to the north of the pond and lit using battery-powered lights. Agreed that the Clerk could finalise arrangements for the supply and planting of the tree and investigate the possibility of holding a light switching on event in early December.
- e. **Allotments**
  - i. Noted that allotment rents were being collected and that a new Allotment Association Committee had been appointed.
  - ii. Approved the revised allotment rules as submitted to members subject to bonfires on the allotments being prohibited. The changes to take effect from October 2022. Noted the allotmenters strong objection and agreed that the Council should adopt a policy of discouraging the use of bonfires throughout the Parish, although this could only be enforced on Council land.

**21/130 Report and Update from the Finance and Administration Working Party**

- a. **Financial report** - noted the financial result as presented to members and that the Finance and Administration WP would be meeting to discuss the budget for the next three years prior to a discussion at the November Council meeting.

b. **To approve 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	£23.84
A Farrow	Expenses	£26.46
Unity Trust Bank	Monthly service charge	£18.00
Unity Trust Bank	Debit interest	£0.05
Reids Playground Maintenance	Repairs to slide	£1,824.00
H Smith	Fliers for playground fundraising	£198.00
D C Garden Services	Annual payment for grass cutting	£8,340.00

<b>Agenda reference</b>	<b>Agenda item</b>	
	Amber Signs and Print Banners for fund raising	£216.00
<b>c.</b>	<b>To note payments received</b>	
	Allotment rent Cash	£10.00
	Allotment rents Cheques and cash	£492.51
	Allotment rents Online	£95.00
<b>d.</b>	<b>Grant request</b> – approved a request from the Bowls Club for a grant of £300 toward the purchase of a defibrillator and the installation of a handrail to the bowling green.	
<b>e.</b>	<b>Tax Code adjustment</b> – noted a change to the clerk’s authorised September salary payment as a result of a tax code adjustment which would be reimbursed by HMRC in the next few months.	
<b>f.</b>	<b>Archiving of Council records</b> – agreed to store all of the Council minutes from 1990 – 2020 with Hertfordshire Archives and Local Studies together with other assorted documents of historic interest.	
<b>21/131</b>	<b>Date and time of next meetings</b>	
	The next meeting will be held at 7.30pm on 18 <sup>th</sup> November 2021 at the Church Room, Potten End.	

The meeting closed at 8:50pm

Signed .....

Dated .....