

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

held on

**Thursday, 20<sup>th</sup> January 2022**

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

**Present:** Cllrs D Burfot (Chair), E Brennan, D Grimsdale (for items 21/001 – 21/006 and 21/011.d only), S Nelson, H Smith, E Spanswick, and D Westenholz-Smith

**In attendance:** Mr T Douris (County and Borough Councillor), Mr A Farrow (Parish Clerk), Mr K Furness (Parish Warden) and six members of the public.

<b>Agenda reference</b>	<b>Agenda item</b>
<b>22/001</b>	<b>Apologies for absence</b> Cllr Wrights apologies were noted and accepted.
<b>22/002</b>	<b>Interests</b> Cllr Westenholz-Smith declared an interest in item 21/010.b (21/04342/FUL). There were no other declarations of interest from councillors on items on the agenda or requests for grants of dispensations for declarable interests.
<b>22/003</b>	<b>Minutes</b> <b>Resolved</b> that the minutes of the meeting of the Council on the 16 <sup>th</sup> December 2021 as circulated to members be signed as a correct record. Agreed unanimously.
<b>22/004</b>	<b>Public Issues</b> <ol style="list-style-type: none"><li>A leak in a gas main in Hempstead Lane had been caused by deteriorating joints which suggested that similar problems may be experienced elsewhere along the road in due course.</li><li>It was suggested that the council could encourage the planting of trees by anyone to celebrate the Queen's Platinum Jubilee. Agreed that the Clerk would include this in the next newsletter.</li><li>The replacement of bridleways signs was in hand with Dacorum BC.</li><li>An update was requested on progress with the DriveSafe initiative. This was no longer a Parish Council initiative but it was understood that the Lead Volunteers were actively taking forward setting up the new group but that there were procedural hurdles that needed to be met. Agreed that the Clerk would ask the Lead Volunteers to update the other volunteers on progress.</li><li>With reference to item 22/011.a the council was asked to consider spending money on projects other than the play equipment, and in particular on improving the sports ground.</li></ol>
<b>22/005</b>	<b>Matters outstanding</b> – no updates were necessary.
<b>22/006</b>	<b>Correspondence received</b> <ol style="list-style-type: none"><li><b>Community Payback</b> – details of the scheme had been circulated to members for information.</li></ol>

Agenda reference	Agenda item			
	<p>b. <b>Development at 38 Rambling Way</b> – disquiet had been expressed by local residents at the height of the fence along the entrance road. Discussions were underway with the developer.</p>			
22/007	<b>Police report</b> – deferred to February.			
22/008	<b>Parish Warden report</b>  Christmas lights had been removed. The kill your speed sign on Water End Rd had collapsed and been reported. 2 trees on Hedgeside and 1 on the Old Green had been cut back. Trees across the parish had been reviewed and a programme of ivy cut back will be initiated. Litter picking continued.			
22/009	<b>Report of Traffic and Highways Working Party</b>  a. <b>Verge on the conservation Green</b> – after more damage had been caused by a lorry turning left onto Hempstead Lane agreed to try re-turfing in the spring again and only if that failed looking at more permanent solutions.  b. <b>Replacing the finger sign at the junction of Nettleden and Vicarage Roads</b> – a quote for £970 had been received to replace the sign which had been written off in a recent car accident. The original style of sign is no longer manufactured and the previous supplier has gone out of business. Agreed that the Clerk should approach the Council’s insurers.  c. <b>The Common</b>  i. The reduction of the speed limit to 40mph is still under consideration by Highways. ii. Noted that Dacorum BC had done a good job clearing up surplus gravel left after the recent re-surfacing.  d. <b>Water End Rd</b>  i. Noted that Highways have determined that it wasn’t possible to install stop signs at the junction with The Green and Church Lane. Cllr Douris was asked to obtain details of why it wasn’t appropriate. ii. Noted that it had been determined that the current double yellow lines in front of the church appeared to be too short but no timescale had been determined to address this.  e. <b>Church Rd</b> – noted that the yellow line had now been repainted.  f. <b>Little Heath Lane</b> – noted that the verge encroachment had been addressed.  g. <b>The Front</b> – noted that the rotten street sign had been replaced.  h. <b>Rambling Way</b> – noted that the broken salt bin had been replaced and refilled.  i. <b>Hertfordshire Highways</b> – noted that the first sift for possible 20mph implementations had been completed and Potten End was ranked 361 <sup>st</sup> out of 552 but that this ranking didn’t include the commitment to include 1 rural area for every five urban areas. The timescale for the next stage is unknown.			
22/010	<b>Report and update from the Planning Working Party</b>  a. <b>Noted</b> that there had been no responses to planning applications submitted to Dacorum BC since the last Council Meeting under the Clerk’s delegated powers.  b. <b>Agreed</b> responses to the following planning applications:  <table border="0"><tr><td style="padding-right: 20px;"><b>21/04342/FHA</b></td><td style="padding-right: 20px;">The Old Granary, Little Heath Lane, Little Heath, HP4 2RT</td><td>No objection</td></tr></table>	<b>21/04342/FHA</b>	The Old Granary, Little Heath Lane, Little Heath, HP4 2RT	No objection
<b>21/04342/FHA</b>	The Old Granary, Little Heath Lane, Little Heath, HP4 2RT	No objection		

Agenda reference	Agenda item	
	Replacement windows	
<b>21/04791/FHA</b>	Beauport, Frithsden Copse, Potten End, HP4 2RQ	No objection
	Construction of rear bay window and external storage building	
<b>21/04716/ROC</b>	8 - 10 Frithsden Lane, Frithsden, HP1 3DD	No objection
	Variation of Condition 2 attached to planning permission 4/02219/FUL – Construction of temporary, T-shaped stone surface onto “Frithsden long meadow” field to allow timber haulage lorry access/egress	
<b>22/00054/RET</b>	Tates House, 4 Water End Road, Potten End, HP2 4SG	No objection
	Installation of additional roof light to existing loft space	
<b>22/00076/FUL</b>	Gutteridge Farm, The Common, Potten End, HP4 2QF	Defer
	Conversion of residential stables and storage buildings to form a single dwelling	
<b>22/00080/FUL</b>	11 Rambling Way, Potten End, HP4 2SF	No objection
	Demolition of existing dwelling and construction of a new dwelling (use class C3) (retrospective).	
	c. Noted that no planning applications had been received after the agenda was published.	
	d. <b>390 houses to the west of Leighton Buzzard Rd and opposite Piccotts End (21/04508/MOA)</b> – noted that a planning application has been submitted for this development which is outside the parish but may impact traffic volumes if approved.	
	e. <b>Sewerage</b> – noted that Cllr Douris had obtained agreement from Thames Water for a meeting to explain the current sewerage system in the village. Cllrs Nelson and Westenholz-Smith and the clerk would attend with representatives of the local community most affected by recent problems.	
	f. <b>CIL</b> – noted that CIL payments totalling £72,000 would be received from the development at 38 Rambling Way over the next two financial years.	
<b>22/011</b>	<b>Report and Update from the Open Spaces and Leisure Working Party</b>	
	a. <b>Spencer Holland</b>	
	<b>Resolved</b> – to spend an additional £7,000 on new play equipment. Agreed unanimously.	
	b. <b>Burial Ground</b> – noted that over £4,000 had now been promised toward the installation of a new memorial avenue of cherry trees.	
	c. <b>Sports Field</b>	
	<b>Resolved</b> – to approve payment of £75 toward the cost of aerating the sports field. Agreed unanimously. Noted that the council may pay the full amount and receive contributions from the cricket club and two football clubs.	
	d. <b>Cricket Club</b> – noted that the Cricket Club had reported that raising funds for the installation of new safety netting was proving difficult. Concern was expressed that the risk posed by balls being hit into houses bordering the sports field had not been addressed and that the new season would be starting in April. Agreed that Cllr Grimsdale and the Clerk would meet with the club to determine a way forward.	

Agenda reference	Agenda item
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**e. Defibrillators**

- i. **Resolved** – to take over responsibility for maintenance of the defibrillator outside Cedars at a cost of £100 pa. Agreed unanimously.
- ii. **Noted** that Cllr Douris has confirmed that the Parish Council will receive a fully funded defibrillator to be located in the Alford Arms.

- f. **New hedge to be planted by the Brownies** – a proposed location in the north-west corner of Spencer Holland had been rejected as the soil was unsuitable. An alternative along Plough Lane opposite the goal was rejected because of the presence of underground utilities. Cllrs Smith and Spanswick would liaise with the Brownies about other options.

**22/012 Ashlyns School revision to admissions policy** – noted the response as submitted to members.

**22/013 Report and Update from the Finance and Administration Working Party**

- a. **Financial report** – noted the report as submitted to members.
- b. **Hertfordshire County Council** – noted the proposed increase in Council Tax of 1.99% for the county council
- c. **Hertfordshire Police and Crimes Commissioner** – noted the proposed average increase in Council Tax of £10
- d. **Budget 2022-25**

**Resolved:** to accept the budget for 2022-23 as presented to members with no increase in precept. Agreed unanimously.

**e. Precept 2022-23**

**Resolved:** That Nettleden with Potten End Parish Council under section 41 of the Local Government Act 1992 hereby give notice that in respect of the financial year beginning on 1st April 2022, the sum of £21,807 is required to meet the expenses of the Council. We hereby require the levy of the said sum as an additional item of Council Tax for the Parish by Dacorum Borough Council, being the Billing Authority for the Borough and that Councillors Burfoot, Wright and Grimsdale be authorized to sign the demand for the precept on behalf of the council. Agreed unanimously.

**f. 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	£23.84
A Farrow	Expenses	£259.28
Unity Trust	Manual credit handling fee	£0.50

**c. Noted payments received**

M Scicluna	Burial fees	£925.00
M Scicluna	Playground donation	£500.00

Box Hedge Ltd	Playground donation	£250.00
Carols on The Green	Collection for playground	£197.74
Interest		£1.40

**22/013 Resolved:** that under section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from items 22/014 and 22/015 of the agenda of this meeting as they include disclosure of personal information. Agreed unanimously.

**22/014 Parish Warden**

**Resolved:** to confirm renewal of the Warden’s contract as presented to members. Agreed unanimously.

**22/015 Clerk**

Agreed to defer consideration of the terms of the Clerk’s contract pending further information.

**22/016 Date and time of next meetings**

The next meeting will be held at 7.30pm on 17<sup>th</sup> February 2022 at the Church Room, Potten End.

The meeting closed at 9:15pm

Signed .....

Dated .....