

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

held on

**Thursday, 21<sup>st</sup> April 2022**

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

**Present:** Cllrs D Burfot (Chair), D Grimsdale, S Nelson, H Smith, E Spanswick, D Westenholz-Smith and R Wright

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

<b>Agenda reference</b>	<b>Agenda item</b>
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<b>22/046</b>	<b>Apologies for absence</b> were received and accepted from Cllr E Brennan.
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<b>22/047</b>	<b>Declaration of interests</b>
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There were no declarations of interest from councillors or requests for grants of dispensations for declarable interests on items on the agenda.

<b>22/048</b>	<b>Minutes</b>
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**Resolved** that the minutes of the meeting of the Council on the 17<sup>th</sup> March 2022 as circulated to members be signed as a correct record. Agreed unanimously.

<b>22/049</b>	<b>Public Issues</b>
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- a. A copy of the Tree Risk Survey report was requested which the Clerk will arrange.
- b. With reference to 22/055.c.ii it was noted that any tree work should take account of nesting birds.
- c. With reference to 22/055.d the need for a physical noticeboard was supported.
- d. With reference to 22/054.b it was requested that care be taken with regard to boundary treatments.
- e. With reference to 22/054.d a strong objection had been received to the proposed solar array.

<b>22/050</b>	<b>Matters outstanding</b>
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- a. **Illegible bridle path signs** – Dacorum had advised that these should be replaced in about two months.
- b. **Damage to The Green** – noted that the cause of the damage to The Green was disputed and that as the cost of repair was small the Council would undertake it. Also noted that the damage was primarily in the gaps between sleepers which had been left to facilitate access to The Green. Agreed to monitor the situation to see whether it was worth replacing the sleepers.
- c. **Wildlife information board** – a working party had been set up.

<b>22/051</b>	<b>Correspondence received</b>
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Agenda reference	Agenda item
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- a. **NALC Smaller Councils Committee – agreed** to thank the Smaller Councils Committee for the work they were undertaking but not to suggest any further items for consideration.
- b. **Dacorum Town and Parish Council Survey – agreed** to submit a response supportive of physical meetings for any future Town and Parish Council Liaison Conference.
- c. **38 Rambling Way** – the new development continued to cause problems for neighbouring properties with emails sent to the Parish Council, Cllr Douris and Sir Mike Penning MP. The developers have spoken to those most affected.

**22/052 Parish Warden report**

Litter picking continued but was light, there had been no fly tipping. Grass cutting was about to commence. The new cherry trees in the burial ground were being watered.

A request had been received that spring bulbs be planted in the autumn around the cherry trees which was supported.

The difficulty of wheelchair users accessing the burial ground across the gravel car park had also been raised and it was agreed to trial a gravel stabilising mat.

The play equipment had been inspected and no issues were noted.

**22/053 Report of Traffic and Highways Working Party**

- a. **Little Heath Lane drainage**  
 Cllr Douris reported that a site visit had been undertaken and that a report on the way forward was awaited from Highways.

**22/054 Report and update from the Planning Working Party**

- a. **Noted** the following response to a planning application submitted to Dacorum BC since the last Council Meeting under the Clerk’s delegated powers.

<b>22/00915/FHA</b>	Roseheath Wood, Bullbeggars Lane, Potten End, HP4 2RS	No objection
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Side and rear extension and detached garage with loft accommodation. Demolition of existing carport and outbuilding.

- b. **Agreed** responses to the following planning applications:

<b>22/01039/FHA</b>	The Grange, Frithsden Copse, Potten End, HP4 2RG	Deferred
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Construction of a boundary fence to south-east boundary

<b>22/01117/LDP</b>	Pipers Cottage, Nettleden Road, Nettleden, HP1 3DQ	No objection
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Installation of ground mounted solar panels

- c. No planning applications had been received after the agenda was published.

- d. **22/01106/MFA** Solar Array Little Heath Lane Little Heath Object

Installation of ground-mounted solar PV panels, vehicular access, internal access track, landscaping and associated infrastructure including security fencing, CCTV cameras, and grid connection infrastructure including transformers, substation compound buildings and cabling route to the point of connection.

Agenda reference	Agenda item
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The proposal falls just outside the parish and as a result the Council is not a statutory consultee. However because of the significant impact it could have on nearby residents it was proposed and a majority agreed that the Council lodge an objection. There were two abstentions to the proposal.

**e. Chilterns Beechwoods Special Area of Conservation (SAC)**

The restrictions imposed on new development had been announced shortly before the last council meeting and were referenced under 22/035.c. Dacorum had held a briefing session attended by Cllr Westenholz-Smith and the Clerk. The Council noted the very extensive and immediate impact of the proposals on new developments and potentially longer term on the Local Plan.

**22/055 Report and Update from the Open Spaces and Leisure Working Party**

- a. Spencer Holland – noted** the installation of new play equipment and agreed that the GoFundMe account could be closed.
- b. Burial Ground – noted** that the memorial avenue of cherry trees had been planted.
- c. Sports Field**
  - i. Cricket Club – noted** that the existing safety netting had been repaired and that discussions continue regarding replacement netting and a rental agreement.
  - ii. Tree work - agreed** that quotes could be obtained for a programme of tree felling in line with the Tree Risk assessment report undertaken in 2021 together with pruning to open access to the car park as presented to members.
- d. Notice board - agreed** that quotes could be obtained for a new notice board to be installed outside Cedars.
- e. Defibrillator – noted** that the defibrillators might have been needed on two occasions recently and on both occasions problems had been encountered accessing the machines. The Clerk was working to resolve.

**22/056 Report and Update from the Finance and Administration Working Party**

**a. Noted payment of the following invoice**

Deepdale Trees Ltd	10 flowering cherry trees for burial ground memorial avenue	£3,918.00
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**b. Approved payment of the following invoices:**

DCVS	Clerk’s salary of £846.98 less credit note for £150.30 reflecting partial tax refund.	£696.68
DCVS	Payroll administration	£31.20
Nest	Clerk’s pension	£23.84
A Farrow	Expenses	£137.43
K Furness	Parish Warden duties (February/March)	£480.00
K Furness	Parish Warden duties (March/April)	£480.00
Ellievision AV (Ltd (New)	Hire of outdoor screen and technical support for jubilee festival	£2,433.60

Agenda reference	Agenda item		
	D Giddings Landscapes HAPTC	Reset of engraved stone for J Taylor	£70.00
	WeDoInvoice Finance Ltd	Annual subscription	£761.29
	WeDoInvoice Finance Ltd	Installation of Prometheus and log swing as part of play equipment supplied by Sovereign Design and Play	£9,952.63
	WeDoInvoice Finance Ltd	Balance of installation of play equipment and surfacing supplied by Sovereign Design and Play	£44,171.64
	Potten End Village Hall	Room hire	£23.29
	Unity Trust Bank	Account charges	£1.00
	Unity Trust Bank	Service Charges	£18.00
	Katherine Higgins	Reimbursement for purchase of hedging plants in burial ground from Woodland Trust	£92.95
	Ward Signs	Replacement fingerpost at junction of Vicarage and Nettleden Roads	£1,164.00
	FJ Enterprises Ltd	Reimbursement for hot chocolate at Carols on The Green from Cedar.	£100.00
	Allgo Construction Services	Skip for removal of waste following planting of memorial avenue	£180.00
	PCC of St Lawrence, Nettleden	Grant toward cost of removal of dead tree (see 22/029)	£483.33
	<b>c. Noted payments received</b>		
	Unity Trust Bank	Credit interest relating to play equipment account	£19.62
	Unity Trust Bank	Credit interest relating to festival account	£1.15
	Dacorum Borough Council	Precept and grants	£38,902.99
	Adyen N. V.	Payment from GoFundMe for new playground equipment	£19.17
	<b>d. 2021/22 year-end</b>		
	i. <b>Noted</b> the end of year bank reconciliation as presented to members.		
	ii. <b>Noted</b> the end of year draft results as presented to members.		
	iii. <b>Agreed</b> the proposed earmarked reserves as presented to members.		
	<b>e. Code of Conduct</b>		
	<b>Agreed</b> to adopt the model code of conduct proposed by the Local Government Association as amended by Dacorum BC and as presented to members subject to minor changes to reflect the parish council, and that the final code should be presented to the May meeting for agreement.		
<b>22/057</b>	<b>Resolved:</b> that under section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from items 22/058 of the agenda of this meeting as it includes disclosure of personal information.		

<b>Agenda reference</b>	<b>Agenda item</b>
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<b>22/058</b>	<b>Clerk's remuneration</b>
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**Resolved** – that the changes to the Clerk's remuneration as presented to members be approved. Agreed unanimously.

<b>22/059</b>	<b>Date and time of next meetings</b>
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The next meeting will be held on 19<sup>th</sup> May 2022 at the Church Room, Potten End at 7.30pm.

The meeting closed at 9.45pm

Signed .....

Dated .....

DRAFT