

Minutes of the Council Meeting of

Nettleden with Potten End Parish Council

held at **7.30pm on Thursday, 15th June 2023**

at the **Church Room, Church Rd, Potten End, HP4 2QY**

Present: D Burfot (chair), D Grimsdale, S Nelson, H Smith, E Spanswick and D Westenholz-Smith.

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

Agenda ref.	Agenda item
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23/068	Apologies for absence were noted and accepted from Cllrs Berry and Brennan.
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23/069	Declaration of interests
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Cllr Burfot in items 23/072.b and 23/076.c.i

Cllr Grimsdale in items 23/077.c (23/01272/FHA and 23/01211/FUL)

Cllr Westenholz-Smith in item 23/077.c (22/02354/FUL)

23/070	Minutes
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Resolved that the minutes of the meeting of the Council at 7.30pm on the 18th May 2023 as circulated to members be signed as a correct record. Agreed unanimously.

23/071	Public Issues
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- a. An update was requested on progress with the agreement with the Cricket Club for the use of the Sports Field. This had not been progressed by the Clerk and would be taken forward.
- b. An update was requested on the scheduling of DriveSafe sessions.
- c. Concern was expressed at the lack of enforcement by Police of speeding in the Parish.
- d. Representation was made about the general increase in traffic volumes and speeding through Nettleden and Frithsden and the perceived impact of events at Ashridge House on Nettleden (23/072.a).
- e. The Council was asked to consider indefinitely extending the manual cutting of grass around graves at the burial ground (23/076.i).
- f. Concern was expressed regarding the development plans at 23 Water End Rd and land to the rear of 21 Water End Rd primarily around the density of development, access, parking, sewerage and the impact on a local business (23/077.c – 23/01211/FUL).
- g. Concern was expressed over the loss of amenity caused by decking installed at 7 Olivers Close (23/077.c – 23/01330/FHA).

23/072	Correspondence received
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- a. **Traffic concerns at Nettleden and Frithsden**

Agenda ref.	Agenda item
	<ul style="list-style-type: none">i. Cllr Douris agreed to investigate whether the Parish Council could fund a vehicle speed and volume survey on Nettleden Rd as otherwise a survey could not be undertaken until 2024/25. If this is practical the Council would consider the expenditure at its July meeting.ii. Cllr Douris will investigate a speed survey apparently undertaken in Frithsden in 2017 for which no statistics are available.iii. The Parish Council will liaise with Little Gaddesden PC regarding event-related traffic from Ashridge House.iv. The Nettleden, Frithsden and District Society will investigate whether residents would be prepared to participate in the DriveSafe programme.
	b. Allotments – new fence <ul style="list-style-type: none">i. Freedom of Information request had been discussed with the Allotment Society who were satisfied with the approach taken by the Council both in response to the FOI request and the awarding of the contract.ii. General concerns had been discussed and resolved with the Allotment Society.
	c. Levelling Up and Regeneration Bill – noted a response from the Minister.
23/073	General matters outstanding - none not covered elsewhere in the minutes.
23/074	Parish Warden – at the Burial Ground the water butte had been replenished, the hedges cut and the grass around the graves cut (see 23/076.c.i). General litter levels were low, fly tipping at 5 Acre Farm had been reported to Dacorum. Ivy on the speed sign opposite Olivers Close had been cut back but the sign still didn't work. Grass around the village had been cut.
23/075	Report of Traffic and Highways Working Party <ul style="list-style-type: none">a. Outstanding issues - none not covered elsewhere in the minutes.b. Upcoming road works – noted as presented to members.c. Elderly person crossing sign – noted that this has been installed by Common Gardens.d. The Common – Cllr Douris provided a draft of the proposed changes required to introduce a 40mph speed limit along The Common and suggested that it might be necessary for the Parish Council to contribute. The change will not now be implemented before 2024/25 and not 2023/24 as reported in May.e. Plough Lane – Cllr Douris is obtaining a quote for the installation of rumble strips along Plough Lane.f. Drivesafe – Cllr Douris has confirmed that DriveSafe may be undertaken on The Common so long as a Police Enforcement Van is not operating at the same time.
23/076	Report and Update from the Open Spaces and Leisure Working Party <ul style="list-style-type: none">a. Noticeboard – deferred to July.b. Events<ul style="list-style-type: none">i. Picnic on The Green – noted the final outturn as presented to members.ii. Open-air Cinema – noted arrangements and budget as presented to members.c. Burial Ground

Agenda ref.	Agenda item
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- i. **Grass cutting** – agreed to continue with manual grass cutting by the Parish Warden around the graves for the remainder of 2023. This is a chargeable activity outside the scope of the Wardens contract.
- ii. **Interments and burials** – noted that permission has been given:
 - for the interment of the ashes of Dorothy Chalmers because of her residency in the Parish.
 - for the burial of Genevieve Breeden because of her residency in the Parish.
- d. **Allotment** – agreed to consider ways in which the gap under the fence on the northern boundary of the allotments may be filled but not to take any action about rabbits on site.
- e. **Sports Field** - noted that permission had been given for the Brownies to run an event on 16th June.
- f. **Recreation Ground** – noted that permission has been given for the pre-school to hold a fund-raising event on 1st July from 11am to 2pm.

23/077 Report and update from the Planning Working Party

- a. **Decisions by Dacorum BC on planning applications** – noted as presented to members.
- b. **Planning Applications** – noted responses given to planning applications under the Clerk’s delegated powers since the last Council Meeting.

22/02384/FUL	Gutteridge Farm, Potten End, HP4 2QF	No objection
	Conversion of residential stables and storage buildings to form a single dwelling.	
23/01052/LDP	Braeside, Water End Road, Potten End, HP4 2QW	No objection
	Use of the land for siting a mobile home for ancillary use to the main dwelling.	
- c. **Planning applications** – agreed responses to the following planning applications.

22/02354/FUL	31 Hempstead Lane, Potten End, HP4 2RZ	Object
	Construction of two storey 4-bedroom dwelling	
23/01160/FUL	Lindens, 17 Hempstead Lane, Potten End	Object
	Construction of 2no. new buildings.	
23/01263/LDP	Raja Tuan, Nettleden Road, Frithsden, HP1 3DQ	No objection
	Kitchen extension with rooflight	
23/01272/FHA	Four Winds, The Hamlet, Potten End, HP4 2RD	No objection
	Carport and store. Single storey front extension and alterations.	
23/01211/FUL	23 Water End Road and Land to Rear Of 21 Water End Road, Potten End	Object
	Demolition of frontage buildings and redevelopment of site for 8 dwelling houses	
23/01348/TCA	Forge Farm, Nettleden Road, Nettleden, HP1 3DQ	No objection
	Fell two non-indigenous coniferous trees in poor condition, to make room for larger beech trees to thrive	
23/01330/FHA	7 Olivers Close, Potten End, HP4 2SL	Object

Agenda ref.	Agenda item
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Retention of replacement decking & additional raised decking & installation of privacy screen

23/01356/LBC Pipers Cottage, Nettleden Rd, Nettleden, HP1 3DQ No objection

Installation of aluminium framed secondary glazing to the front, rear and side elevations.

- d. **Planning Applications** – no planning applications had been received after the agenda was published.

23/078 Report and Update from the Finance and Administration Working Party

- a. **Payment of invoices** – agreed payment of invoices as presented to members together with an invoice of £375 to Mr Ernest Newhouse, the Internal Auditor.

- b. **Payments received since the last meeting** – noted as presented to members.

- c. **Bank account reconciliation at 31st May 2023** – noted as presented to members.

d. **Annual return for 2022/23**

- i. **Internal Audit** – noted the comments from the Internal Auditor and agreed the response as presented to members.
- ii. **Annual Governance Statement** – Proposed that the Annual Governance Statement as presented to members is correct and may be signed on behalf of the Council.
- iii. **Accounting Statements** - Resolved that the Accounting Statements presented to members are correct and may be signed on behalf of the Council. Agreed unanimously.
- iv. **Exercise of Public Rights** – Resolved that the Clerk may publish the approved sections of the Annual Governance Review, the completed statement of Public Rights and Publication of Unaudited Annual Governance & Accountability Return, and the notes which accompany the Notice on the Parish Council’s website from 19th June to 28th July 2023. Agreed unanimously.

e. **Policies** – confirmed the following:

- i. Child Protection Policy
- ii. Document Retention Policy
- iii. Grant Awarding Policy
- iv. Social Media Policy

23/079 Date and time of next meetings

The next meetings will be held at the Church Room, Potten End at 7.30pm on Thursdays 20th July 2023 and 21st September 2023 (NB there will be no Council meeting in August)

The meeting ended at 9:30pm

Signed

Dated