



NORTHCHURCH PARISH COUNCIL

Clerk to the Council: Usha Kilich

Northchurch Parish Council

PO Box 2603

Kings Langley

WD4 4EJ

Tel.07543493002

email: clerk@northchurchparishcouncil.gov.uk

www.northchurchparishcouncil.gov.uk

**MEETING OF THE PARISH COUNCIL
MONDAY 8th SEPTEMBER 2025 AT 7.00 PM
SOCIAL CENTRE BELL LANE NORTHCHURCH
HP4 3RD**

To Councillors:

Michela Capozzi

Mark Somervail

Neil Pocock

Lara Pringle

Sacha Hughes

Parul Dix

Chris Syers

Chair

Vice Chair

Dear Councillors

You are hereby summoned to attend a meeting of Northchurch Parish Council on Monday 8th September 2025 at 7.00 pm for the purpose of transacting the following business.

Usha Kilich

Proper Officer

Dated 3rd September 2025

18/25 APOLOGIES FOR ABSENCE

To receive apologies for absence

19/25 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

20/25 Public Participation is allowed 15 minutes

Croudace Homes presentation

21/25 MINUTES

- a. To approve the minutes of the meeting of the;
 - Full Council Meeting on 16th June 2025
 - EOM Minutes 7th July 2025
 - Allotment Minutes 18th September 2024
 - Allotment Minutes 14th July 2025
 - EOM 28th July 2025
- b. Matters arising from previous meetings that are not included as agenda items below

22/25 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

23/25 CHAIRMAN'S REPORT

- a. Cllr Capozzi to mark the passing of Peter Holditch who was a Councillor in 2018.
- b. Bulbourne River Report
- c. Berkhamsted Citizens Association Newsletter and Draft Minutes
- d. Berkhamsted Citizens Hemel Heath Campus proposal
- e. Community Open Day 11th October 2025 (Northchurch Social Centre)
- f. Town and Parish LGR update (T&PC's only)
- g. T&PC's Interim Report tabled for discussion on 12th September 2025
- h. Correspondence received regarding speeding vehicle in Northchurch (email forwarded to County Councillor)

24/25 CLERKS REPORT

- a. DBC weekly Newsletter (Councillors only)

25/25 ROAD SAFETY

26/25 OPEN SPACE

- a. Cllr Capozzi to note the continued damage to the football goals at the recreation ground and Tornadoes' responsibility for their upkeep.
- b. Following notification that SRT can no longer dispose of waste from the recreation ground in the cricket club bins, alternative options have been researched and a recommendation to use DBC commercial waste services is proposed
- c. To discuss the recreation ground inspection report and take any necessary action.

27/25 ALLOTMENT

- a. An update following on from the Allotment meeting on 14th July 2025
- b. The issue of speeding vehicles along the upper site access road has been raised again. Potential solutions to be proposed

- c. Phase 2 of deer fencing to commence October 2025 (email sent to those affected by phase 2)
- d. Near-miss incident reported outside the upper allotment exit
- e. Urgent works required on large branches splitting on trees on the lower site

28/25 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to approve the YTD Summary for August 2025
- b. Cllr Capozzi proposes to approve the bank reconciliation, receipts and payments for August 2025
- c. Cllr Capozzi proposes to approve costs of up to £650 for an arboricultural report on the willow trees at the recreation ground following reports of falling branches.
- d. Cllr Capozzi proposes to plant one willow tree using Tree Monkey (funds approved on 16/10/2023 55/23 e)
- e. Cllr Capozzi proposes to approve a budget of up to £1000 to install “No Parking” sign at the upper allotment. Works may require cutting back the hedge.
- f. Cllr Capozzi proposes the installation of heavy logs at the entrance of the upper allotment positioned to prevent parking whilst maintaining access
- g. Cllr Capozzi proposes to have a commercial waste bin at the recreation ground for an annual charge of £380.
- h. Cllr Capozzi proposes to approve the insurance renewal £3000
- i. Cllr Capozzi proposes to discuss and decide on Allotment Rent increase; £50 for full plot; £30 for half plot
- j. Cllr Capozzi proposes to approve the Annual Governance Accountability Regulation (AGAR) for 2024/25 with no issues raised in Section 3 by external auditors PKF Littlejohn
- k. Agreement on water recharge for lower and upper site
- l. Cllr Capozzi proposes to approve a quote of £460 to remove branches damage by the shed fire 2 years ago
- m. Cllr Capozzi proposes to approve £840 for the urgent remedial work undertaken on the trees at the lower site

29/25 Future Agenda Items

- SRT Lease Agreement.
- Update EMR

30/25 DATE OF NEXT MEETING

The next meeting will be held on 20th October 2025 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD