



NORTHCHURCH PARISH COUNCIL
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**MINUTES OF NORTHCHURCH PARISH COUNCIL MEETING HELD ON MONDAY
16TH NOVEMBER 2020 AT 7pm (HELD REMOTELY VIA ZOOM)**

MEMBERS PRESENT:

Jon Clarke	Chair
Mark Somervail	Vice Chair
Neil Pocock	
Beryl Edwards	
Susan Rees	
Lara Pringle	
Gordon Godfrey	Via telephone link

ALSO, PRESENT
County Councillor

Douris

Proper Officer Mrs U Kilich Parish Clerk/Responsible Finance Officer

Member of public: Michela Capozzi

39/20 APOLOGIES FOR ABSENCE

None to report

40/20 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda
No declaration of interest to report

41/20 Public Participation allowed 15 minutes

Michela Capozzi expressed her concerns about the path that leads onto High Street/Tring Road opposite the playing field which is not visible to road users and pedestrians. Michaela suggested cutting back the foliage, this would improve the visibility for drivers and the pedestrians. Michela also suggested in installing reflector panels on the concrete posts.
Cllr Pringle will ascertain with Dacorum Borough Council re, the ownership of the land. The item will be on the Traffic Committee to follow through.

42/20 MINUTES To approve the minutes of the meeting of 5th October 2020 and report on matters arising that are not included as an agenda item below.
The minutes of the meeting held on 5th October 2020 were received, approved, and signed as a correct record by the Chairman, proposed by Cllr Edwards and seconded by Cllr Pocock. Items arising from the previous meeting.

- (i) Defibrillator – Cllr Clarke reported that the defib has been installed outside of Tesco's Express and has already received positive feedback
- (ii) Wildflower verge – Cllr Clarke informed members that according to NPC's Financial Regulations it is proper practice to obtain at least three quotes for the work. Cllr Somervail is in the process of obtaining further quotes, it is anticipated this will be resolved in January 2021.

43/20 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from County/Borough Councillor's.

Cllr Pringle reported on the following:

1. Cllr Pringle informed members that those who fall under the criteria of assisted bin collection who are vulnerable or with a disability, due to COVID-19 this facility is limited. Cllr Pringle stated it would help if neighbour's can help those that are in this position, for obvious reasons this cannot be advertised.
2. Cllr Pringle informed members that there is a virtual meeting regarding the Local Plan on the 18th November for which link can be found on DBC's portal. Cllr Pringle emphasised the fact this needs to be publicised on a wider scale.
3. Cllr Pringle would like to propose that NPC earmark £1000 for school meals during the Christmas Holiday period as it is uncertain whether the Government will agree to special funding for 2020. The Council agreed if School Vouchers are not made available by Government, Herts County Council or Dacorum Borough Council, NPC will make funds available to St Mary's School for this purpose. A contingency grant fund of £1000 is hereby agreed.
4. Cllr Pringle reported that she will follow up on the issue of oil spillage and revert to the complainant with the outcome.

County Cllr Douris reported the following.

1. Cllr Douris sent his report before the meeting, the report was circulated to all council members. Please refer to attached addendum with the minutes.
2. Cllr Douris reported that the transfer of streetlights to HCC is in progress and has given some suggestions to the Clerk, Cllr Douris informed members that if the lights are transferred to HCC, they would then operate in accordance with the HCC lighting strategy.
3. The speed and volume survey on Darrs Lane can be arranged, NPC will bear the costs of the survey.
4. Cllr Douris answered Cllr Somervail's question on the work carried out on St Mary's avenue which, Cllr Somervail stated the quality of work was not the best and some pebbles have been found on the pavement possibly causing trip a hazard. Cllr Douris suggested this be reported on HCC website under "fault report".

44/20 CLERKS REPORT & CORRESPONDENCE RECEIVED

The following items for information only as the emails circulated to council members.

HCC Webinar on Sustainability

Lower Kings Road Bridge Work

Planning System update 13th November from 2 pm

Update on Armistice Day from HAPTC circulated

Survey re Rural Voluntary Groups providing ongoing support circulated

45/20 ITEMS FOR CONSIDERATION & CORRESPONDENCE RECEIVED

1. To co-opt a councillor
Cllr Clarke informed members that the Vacancy for a Councillor expires on the 17th November 20, therefore, an extraordinary meeting will be held to co-opt a councillor as DBC have confirmed there has been no interest shown.
2. To consider traffic survey on upper Darrs Lane (Cllr Somervail)
Cllr Clarke suggested that both item 2 and 3 be referred to Road Traffic Committee as HCC have no budget for traffic calming, therefore, there is little point in carrying out the survey. Cllr Somervail suggested it may be more effective to carry out speed checks in a Drivesafe campaign.
3. To consider speed survey on Darrs Lane
To refer to Road Traffic Committee for further investigation.
4. To consider a request for CCTV on Hamberlyns Lane
Cllr Pringle informed members that it is the anti-social behaviour that she is concerned about, this has been reported to Sergeant Hewitt. Cllr Pringle will get an update and report at the next meeting.
5. To consider implementing LED lights on adopted roads
Cllr Clarke informed members that HCC is prepared to adopt the lights which NPC currently manage. There are certain criteria that HCC must satisfy, NPC will cover the costs, however, NPC will save money in the long term. Cllr Somervail proposed, seconded by Cllr Godfrey, all in favour.
6. To appoint a council member on Planning Committee
Cllr Edwards proposed to nominate Cllr Somervail on the Planning Committee, it was **RESOLVED** unanimously for Cllr Somervail to join the Planning Committee which he accepted.
7. To consider school lunches for St Mary's School
The item discussed under Cllr Pringle's report to earmark £1,000 for school lunches.
8. To subscribe to CPRE
Cllr Clarke informed members that CPRE protects the Green Belt in the area, therefore, he proposed to renew the subscription at £36 per annum. The proposal was **RESOLVED** unanimously.
9. To approve circulated Terms of References
It was noted that the Terms of References circulated with the agenda be approved, Cllr Pringle proposed, seconded by Cllr Godfrey all members in favour.

10. To approve circulated NPC Grant and Donation Policy
Cllr Clarke updated NPC's Grant and Donation Policy which he proposed to update NPC's website with the updated version. The Policy was approved by all council members.
11. To join Open Space Society: <https://www.oss.org.uk/what-you-can-do-join-us/> (cost £45 p.a)
It was noted that the Open Space Society protects the common land, therefore, Cllr Clarke proposed to subscribe for a good cause. The proposal was unanimously agreed by all council members.
12. To consider supporting the application to amend the Register of Common Land - CLP048A Frithsden Beeches, Berkhamsted Common
Cllr Clarke informed members that an application to amend the Register of Common Land will be submitted on behalf of NPC. All council members in favour of supporting the application.
13. To consider the Finance Committee's recommendation that NPC contributes £400 to councillor's towards purchase of new IT equipment for council work.
Cllr Clarke informed member that for councillors to carry out their duties in the current circumstances an allowance of £400 is awarded to councillors. This will allow them to attend meetings virtually. Any councillor wishing to purchase a new computer must supply a receipt to the Clerk before a transfer can be made. All councillors in favour of the proposal.

46/20 FINANCE AND GENERAL PURPOSE

- a. To investigate and report on YTD Summary Report for council members
The Clerk informed the members that at the F&GP held on 9th November 20, the report was analysed in detail and the Clerk provided members with a report on adverse variance. The Income/Expenditure and Variance Analysis as of 30th October 20 was noted and approved which had been circulated with the agenda.
- b. To approve Budget for 2020/21
The F&GP Committee conserved the draft budget proposals and precept demand for 2021/22 to be put to Full Council for approval on 11th January 2021. These proposals had been circulated to Councillors. It was proposed to apply a 2% increase in the Precept at the F&GP meeting to which the full council approved.
- c. To report on allotment rent received
The Clerk reported that at least 75% of the allotment rent has been received, the Clerk will send a reminder to those who have not settled the rent.
- d. To consider Earmark Reserves for CiL account
The Clerk reported that £76k has been received re Community Infrastructure Levy. Cllr Clarke has prepared a provisional Ear Mark Reserves for various projects; this will be approved in January 20.

- e. Report on Annual Governance and Accountability Return 2019/20 approved by PKF Little John
The Clerk informed members that the AGAR has been approved by PKF Little John with noting raised.

47/20 DATE OF NEXT MEETING

The next meeting will be held on the 11th of January 21 by Virtual Meeting at 7 pm.

The Meeting closed at 8.40 pm.

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Cllr Clarke

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Date