



NORTHCHURCH PARISH COUNCIL

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## MINUTES OF THE MEETING OF NORTHCHURCH PARISH COUNCIL 11<sup>th</sup> July 2022 at 7.00 pm at the Social Centre Bell Lane Northchurch

### MEMBERS PRESENT:

Jon Clarke                      Chair  
Mark Somervail              Vice Chair  
Michela Capozzi  
Beryl Edwards  
Gordon Godfrey

### ALSO PRESENT:

County Councillor              Terry Douris  
Officer                              Mrs U Kilich

### 20/22 APOLOGIES FOR ABSENCE

To receive apologies for absence

**RESOLVED** proposed by Cllr Clarke, seconded by Cllr Somervail to accept Cllr Pocock's Cllr Rees's, and Cllr Pringle's ) apologies for their absence for the reasons given. Unanimously agreed. Cllr Clarke wished to notify members that Cllr Pringle has not exchanged any form of communication for the last 8 months apart from sending her apologies. Cllr Clarke has asked the Clerk to obtain advice from HAPTC on the Council's stance regarding this matter.

### 21/22 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

Nothing to report.

### 22/22 Public Participation allowed 15 minutes

There were no members of the public

### 23/22 MINUTES

a. To approve the minutes of the meeting of 16<sup>th</sup> May 2022 Annual Meeting of the Parish Council

**RESOLVED**, proposed by Cllr Clarke, seconded by Cllr Somervail to accept the minutes as a true and accurate record. Unanimously agreed.

- b. Matters arising from previous meetings that are not included as an agenda item below

Cllr Edwards reported her finding for the installation of a new noticeboard, she informed members that the Dacorum Borough Council has approved the installation in principal, however, this is subject to a number of provisos;

- 1) Full investigation to ensure that the proposed site does not interfere with any cabling, pipework, etc. that may be in the vicinity. Unfortunately, the Borough Council does not hold this information
- 2) Planning permission
- 3) Licence. The Parish Council to be responsible for any legal fees in this matter
- 4) The Parish Council to be responsible for installation repairs and maintenance

Cllr Douris will assist Cllr Edwards in terms of liaising with Herts County Council for some of the answers listed above, Cllr Capozzi will assist in an underground search should it be necessary. Cllr Clarke will provide the contact details of a company that could build a noticeboard to NPC's specification, but not install it. Cllr Douris also proposed Cllr Edwards contacted the Clerk at Markyate PC to ask about the noticeboard they recently installed outside the fire station.

Cllr Clarke to present the Alan Fantham Award to Angela Shield  
Cllr Clarke informed members that he will take the Alan Fantham Award to Angela Shield.

## **24/22 REPORT FROM BOROUGH/COUNTY COUNCILLORS**

To receive a report from Borough/County Councillors

Cllr Douris informed members that there is no update on the items in progress, this is due to short of staff due to Covid.

Councillor Douris has raised concerns about the visibility on the exit (of the footpath) from High Street South (to the crossing for the Recreation Ground), he has requested the overgrown hedges be cut back.

Cllr Douris expanded on two of the items under the "Chairmans Report"

- a. SRP Phase 2 (primary) Consultation and SI Documents schools in Dacorum & St Albans District; Herts County Council is developing a countywide pattern of Specialist Resource Provisions in mainstream schools to meet the needs of children and young people with special needs. The SRP will extend the offer of the existing Speech, Language, and Communication Needs provision in mainstream settings.

As part of this, the proposal is to open an SRP at Maple Grove Primary School in September 2024.

- b. Cllr Clarke asked Cllr Douris to consider the long-term plan to improve the crossing by recreation ground. Cllr Douris will make the necessary inquiries and report back. Cllr Clarke informed members that F&GP will review and allocate appropriate funding for the project. Cllr Douris suggested that without making any commitment it could take at least 4 years for a crossing to come to fruition on the

assumption that Hertfordshire Highways accepted such a proposition and that there was the appropriate level of funding available.

## **25/22 CHAIRMAN'S REPORT**

- a. Hertfordshire Strategic Migration Steering Group (SMSG) 16/06/2022
- b. Drop-in session Solar Panel 14/06/2022
- c. SRP Phase 2 (primary) Consultation and SI Documents schools in Dacorum & St Albans District
- d. Consultation on the proposal to close the Speech-Language and Communication Needs-based at Chaulden Junior School Hemel Hamstead 31 August 2023
- e. Herts Community Group. Creating a Community Resilient Future invites to join Zoom
- f. The Anne Robson Helpline for those coping and struggling with a terminal diagnosis of imminent death
- g. Berkhamsted and Hemel Hempstead Hockey Club Official opening ceremony 10 Sep 2022 – Cllr Clarke and Cllr Capozzi will be attending the official opening.
- h. Vacant seat procedure from DBC 27/06/2022
- i. DBC Webinar invitation for Electric Car Support – Cllr Capozzi will inform members, of three vehicle charging points which will be beneficial to NPC
- j. DBC Social Housing applicants are urged to update ahead of changes to allocations point system
- k. Complaints were received about graffiti at the recreation ground. Fortunately, this appears to have been a one-off. – Cllr Clarke reported that by the time Cllr Pocock went to inspect the graffiti, it had either been removed or washed away.
- l. To comply with GDPR, the allotment holder's personal details will no longer be shared with members of the public. Cllr Clarke informed members that NPC will not be sharing the Allotment Register with the Allotment Association following the General Data Protection Regulations.
- m. Cllr Clarke will update the NPC website with information on the recreation ground Cllr Clarke informed members that the website has now been updated.
- n. From time to time, residents ask NPC to carry out cleaning and maintenance work that HCC or DBS have not done. NPC should not pay for work that is the responsibility of another body.  
Cllr Clarke informed members that DBC awarded Warden's Grant for road sweeping which is used to keep the areas clean. The F&GP will create a Maintenance Policy that sets out how the areas are chosen.
- o. Cllr Clarke is in the process of applying for a grant from the Football Foundation for new goalposts at the recreation ground. Cllr Clarke said that the grants are for up to 70% of the costs of the goal posts.
- p. Cllr Clarke informed members that he authorised a spend of £100 to carry out the work on wasp nest to prevent any park users being stung
- q. Cllr Clarke proposes NPC pays Proludic for installing the recreation ground equipment apart from the money for the adult exercise area until Proludic has carried out the remedial work to make it fit for its purpose.  
Cllr Capozzi informed members that the sloping monkey bars are too low and suggested that they could be replaced by horizontal monkey bars which would be more useable.

## **26/22 CLERKS REPORT**

- a. HAPTC on various training – The Clerk circulated information on various training programs.

## **27/22 FINANCE AND GENERAL PURPOSES**

1. Cllr Capozzi proposes NPC approves Year to Date Summary Report, Bank Reconciliation, and Management Accounts for June 2022.  
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Godfrey.  
Unanimously agreed.
2. Cllr Capozzi proposes NPC approves our new Social Media Policy.  
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Somervail.  
Unanimously agreed.
3. Cllr Capozzi proposes that NPC allocates EMR/CIL funds to correct cost centres  
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Godfrey to defer the item to 18th July 2022 Extraordinary Meeting.
4. Cllr Capozzi proposes NPC replaces the willow tree warning sign with new signs, the estimated cost will be approximately £200.  
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Godfrey.  
Unanimously agreed.
5. Cllr Capozzi proposes NPC approves CiL expenditure for 2021/22 and updates the NPC website with the information  
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Somervail.  
Unanimously agreed.
6. Cllr Godfrey proposes to install brass engraved plaques on the new benches installed, in memory of those who passed. The total cost was approximately £300.  
RESOLVED, proposed by Cllr Godfrey, seconded by Cllr Clarke.  
Unanimously agreed.
7. Cllr Clarke proposes to pay Amber Signs up to £1500 to install 6 skate ramp images.  
RESOLVED, proposed by Cllr Clarke, seconded by Cllr Godfrey.  
Unanimously agreed.
8. Cllr Clarke proposes to make a one-off payment of £250 plus VAT to BT Openreach to carry a Fibre Feasibility Survey for Dudswell as a trial area for Northchurch.  
RESOLVED, proposed by Cllr Clarke, seconded by Cllr Godfrey.  
Unanimously agreed.
9. Cllr Clarke proposes NPC grants Northchurch Social Centre £30,000 towards a new roof.  
RESOLVED proposed by Cllr Clarke, seconded by Cllr Capozzi.  
Unanimously agreed.

10. Cllr Clarke proposes to update the recreation ground risk assessment to include a DBS check for councillors who work at the recreation ground and external stakeholders.
  
11. Cllr Clarke proposes to review and increase Trish Pocock's monthly allowance by 7% to keep in line with the cost of living.  
RESOLVED, proposed by Cllr Clarke, seconded by Capozzi to defer the item to a future meeting. Unanimously agreed.
  
12. Cllr Clarke proposes NPC cancels the HAPTC membership for 2022/23 because neither our clerk nor our councillors have been using it.  
RESOLVED, proposed by Cllr Clarke, seconded by Cllr Capozzi.  
Unanimously agreed.

#### **Future Agenda items for the Extraordinary Meeting**

1. The Clerk to write to Clean Green and Safe to determine how DBC allocates Warden's allowance and the responsibility of maintaining High Street.
  
2. Cllr Clarke proposes that NPC match fund £5000 for Bulbourne Enhancement Study

Cllr Clarke proposes to call an Extraordinary Meeting on 18th July 2022 at 5.30 pm.

#### **28/22 DATE OF NEXT MEETING**

The next meeting will be held on 5<sup>th</sup> September 2022 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD

The meeting concluded at 20.19