



NORTHCHURCH PARISH COUNCIL

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**MINUTES OF THE MEETING OF NORTHCHURCH PARISH COUNCIL**

**16<sup>th</sup> October 2023 at 7.00 pm at St Mary's Parish Room**

**Northchurch HP4 3QW**

**MEMBERS PRESENT:**

Michela Capozzi	Chair
Mark Somervail	Vice Chair
Lyndsey Abercromby	
Neil Pocock	
Gordon Godfrey	
Lara Pringle	

**ALSO PRESENT:**

Officer	Mrs U Kilich Parish Clerk
County Councillor	Mr T Douris
Members of the public	Three

**45/23 APOLOGIES FOR ABSENCE**

To receive apologies for absence  
There were no apologies of absence to record.

**46/23 DECLARATIONS OF INTEREST**

To declare an interest linked to any item on the agenda  
Cllr Abercromby declared interest in item 54/23 Allotment.

**47/23 Public Participation is allowed 15 minutes**

- a. Parking issues on the Mandelyns and Kite Field – It was reported that there are two commercial vehicles parked on Mandelyns; this has been reported to the police. A member stated that it is dangerous to drive on Mandelyns causing vision obstruction.  
Cllr Pringle stated that Borough Council Parking Enforcement is trained to deal with cars parked on double yellow lines, if the cars are parked “dangerously” it is a matter for the police to deal with. Cllr Pringle will liaise with the police on the matter.

#### **48/23 MINUTES**

- a. To approve the minutes of the meeting of the 4<sup>th</sup> of September 2023.
  - i. To approve Full Council Minutes from 4<sup>th</sup> September 2023  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pocock that the Minutes of 4<sup>th</sup> September 2023 as a correct record and, as such, be duly signed by the Chair.  
Unanimously agreed.
  - ii. To approve Planning Committee Minutes from 4<sup>th</sup> September 2023  
Resolved, proposed by Cllr Somervail, seconded by Cllr Pocock that the Planning Minutes of 4<sup>th</sup> September 2023 as a correct record and, as such, be duly signed by the Chair.  
Unanimously agreed
  - iii. To approve EOM Minutes from 18<sup>th</sup> September 2023  
Resolved, proposed by Cllr Somervail, seconded by Cllr Godfrey that the EOM Minutes of 18<sup>th</sup> September 2023 as a correct record and, as such, be duly signed by the Chair.  
Unanimously agreed
  - iv. To approve Allotment Committee Minutes from 15<sup>th</sup> September 2022  
Resolved, proposed by Cllr Godfrey, seconded by Cllr Pocock that the Allotment Minutes of 15<sup>th</sup> September 2022 as a correct record and, as such, be duly signed by the Chair.  
Unanimously agreed
- b. Matters arising from previous meetings that are not included as agenda items below  
Nothing to report

#### **49/23 REPORT FROM BOROUGH/COUNTY COUNCILLORS**

To receive a report from Borough/County Councillors

##### **Cllr Douris reported on the following:**

- a. He is in communication with Herts Highways to see if the double yellow lines can be extended on Mandelyns;
- b. Pleased to report that the implementation of 20 mph is on its way;
- c. Darrs Lane double yellow line has been extended;
- d. Mirrors on New Road (opposite the allotment), waiting for further information;
- e. There are plans to put two new drains on New Road. Cllr Pringle asked if issues of any form of pollution entering the canal would be addressed, to which Cllr Douris confirmed a full report would be carried out prior to the installation of the drains.
- f. Cllr Pringle raised a question of drainage in Hamberlins by the tunnel has been completed, Cllr Douris confirmed that the drains have either been done or are about to be;
- g. A request for wig-wag flashing lights on New Road by the School has been made, but the current sign is not adequately positioned. Cllr Douris will take the matter to Herts Highways, should the report recommend the installation of wig-wag traffic lights be approved, Cllr Douris asked if NPC would make a contribution for the purchase and installation. If it is feasible the Council would look into the budget.
- h. Cllr Pringle expressed her concerns about the current state of the tree on Bell Lane which needs immediate attention due to the safety of the community. Cllr Pringle emphasized that while she is not sure whose responsibility this falls under whether DBC or HCC the subject matter needs addressing as a high priority Cllr Douris informed Cllr Capozzi that he will find out whose responsibility it is to maintain the tree. Cllr Capozzi informed members that an arborist report will be carried out.

##### **Cllr Pringle reported on the following:**

- a. Parking survey is still up on DBC's website. Please refer to Chairman's report item 50/23 c, and follow the link to have your say.
- b. Local Plan Consultation will be open soon, Cllr Pringle mentioned that NPC's comments have been heard in the past. Feedback on the Local Plan Consultation is important and encourages members to participate.

## **50/23 CHAIRMAN'S REPORT**

- a. Agenda and Minutes from Dacorum Environmental Forum, for more information please [click here](#)
- b. DEF Minutes please [click here](#) and St Albans Local Plan Regs please [click here](#)
- c. Parking fees consultation, have your say [here](#) also Polling Places, have your say [here](#)
- d. To discuss the Community Garden at St Mary's School – Cllr Capozzi informed members that Herts Wildlife Trust (HWT) has approached NPC for funding of the Community Garden. Cllr Capozzi informed HWT that NPC was also engaged in a similar dialog with the Diocese some 18 months ago, the subject came to a standstill as the Diocese would not guarantee any official contract and was in a position to stop the project at any given time. Wild Life Trust will investigate before any final decisions are made.

## **51/23 CLERKS REPORT**

- a. DBC Members News (Council members only)

## **52/23 ROAD SAFETY**

- a. Councillor Abercromby proposes to review the provision of mirrors at the junction of Chandler Mews and New Road.  
Cllr Abercromby asked Cllr Douris for funding through his Locality Budget to cover the costs for mirrors, to which Cllr Douris informed members that he does not have available funds for 2024/25, however, Cllr Douris is happy to obtain quotes for survey and installation of mirrors. On a separate note, Cllr Pringle suggested that the NPC webpage needs updating to inform members that the crossing by the recreation ground is under review.

## **53/23 OPEN SPACE**

- a. Recreation Ground gravel path affected by the torrential rain – SRT has done remedial work on the path, but there are some issues that need to be addressed.
- b. Cllr Abercromby proposes a questionnaire for residents' feedback on toddler playground upgrades. Resolved proposed by Cllr Abercromby, seconded by Cllr Pringle. Unanimously agreed.
- c. Cllr Capozzi proposes to follow SRT's recommendation to plant new willows as existing ones are felled. Cllr Capozzi proposes the planting starts with the trees that have already been removed with guidance from SRT.  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pringle to plant new willows and fill in the gaps. Unanimously agreed.

## **54/23 ALLOTMENT**

- a. Cllr Capozzi proposes to approve Woodlands TPO on the woodland next to the Allotment  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey to approve Woodlands TPO.  
Unanimously agreed.
- b. Cllr Capozzi to update members on the work in the Upper Allotment
  - The old deer fence has been removed, there will be more than 60m of new deer fence replaced
  - NPC will focus on carrying out inspection for the mid-section of the upper site allotment

## **55/23 FINANCE AND GENERAL PURPOSES**

- a. Cllr Capozzi proposes to accept the YTD Summary for September 2023  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve the YTD Summary as being on trend. Unanimously agreed.
- b. Cllr Capozzi proposes the approval of funds for the planting of willows of £1,000 (half of the current EMR)

Resolved, proposed by Cllr Capozzi, seconded by Cllr Pringle to approve funds for the planting of willows of £1000. Unanimously agreed.

- c. Cllr Capozzi proposes to transfer £1.98 from CiL Account to the Current Account in the Unity Trust  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey to transfer £1.98 to the Current Account. Unanimously agreed.
- d. Cllr Capozzi proposes to amend the name on a Unity Trust Account from CiL to Allotment Deposit Account  
Cllr Capozzi proposed to amend the name on a Unity Trust Account from CiL to Allotment Tenants Deposit Account. Unanimously agreed.
- e. Cllr Capozzi proposes to ask SRT to quote to clear weeds and other overgrown areas on Roman Way and approve a maximum budget of £300 to complete this work.  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to clear Roman Way for a maximum budget of £300. Unanimously agreed.
- f. Cllr Capozzi proposes the approval of a budget of up to £1000 to purchase and install a bench at the recreational ground.  
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pringle to approve a budget of £1000 to purchase and install a bench at the recreational ground.

#### **56/23 FUTURE AGENDA ITEMS**

- a. To approve the Precept for 2024/25
- b. To approve withdrawal from SJP or NS&I
- c. To approve the EMR for 2023/24

#### **57/23 DATE OF NEXT MEETING**

The next meeting will be held on 27<sup>th</sup> November 2023 at 7.00 pm Social Centre Bell Lane HP4 3 RD.  
The venue may be at the St Mary's Parish Room.

The meeting concluded at 20.18.