



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

MINUTES OF THE MEETING OF NORTHCHURCH PARISH COUNCIL

4th September 2023 at 7.00 pm at the Northchurch Social Centre Bell Lane

Northchurch HP4 3RD

MEMBERS PRESENT:

Michela Capozzi Chair
Gordon Godfrey
Lara Pringle

ALSO PRESENT:

Officer Mrs U Kilich Parish Clerk
County Councillor Mr T Douris

32/23 APOLOGIES FOR ABSENCE

To receive apologies for absence

Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey to accept the apologies of absence received from Cllr Somervail, Cllr Dix, Cllr Pocock, and Cllr Abercromby for the reasons stated in the email. Unanimously agreed.

33/23 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda
There were no declarations of interest to record.

34/23 Public Participation is allowed 15 minutes

35/23 MINUTES

- a. To approve the minutes of the meeting of the 26th June 2023 Full Council and EOM Minutes from 14th August 2023, and to approve F&GP 19th June 2023.
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Godfrey to approve the Full Council Minutes of 26th June, F&GP Minutes 19th June 2023, and EOM Minutes 14th August 2023, 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
There were no matters arising from previous meetings.

36/23 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors
Cllr Douris and Cllr Pringle's report on the following matter:

- a. Advised NPC to put their application in for the winter salt bags
- b. Cadent were due to start work on the High Street on Friday 1st September 2023 due to a gas leak being reported, Affinity Water got there before Cadent and had dug up a hole without a permit, which caused a delay for Cadent to carry out the necessary work. The road works have had an impact on the traffic being diverted onto the Mead. Cllr Pringle raised her concerns as the schools were due to be back on 5th September 2023. Cllr Douris will follow up.
- c. Cllr Pringle would like to see proper diversion signs displayed when there are road closures.
- d. Cllr Douris has allocated money for the drop-curb to be installed opposite the canal slip road on New Road, this will come out of the 2024/25 Budget
- e. Herts County Council is waiting for the Traffic Regulation to be sealed before the double yellow lines on Mandelyns and Darrs Lane can take place.
- f. West Berkhamsted is subject to 20 mph, this is in the early stages of the process
- g. Cllr Pringle reported that there is a tree on Bell Lane that is either dead or dying, Dacorum Borough Council has reported that the matter should be referred to Herts County Council. Cllr Douris will follow up on this.
- h. Cllr Pringle wanted an update on Hamberlins regarding the drainage, this is on Cllr Douris's schedule

37/23 CHAIRMAN'S REPORT

- a. Ashridge Ramblings – To view the newsletter please [click here](#)
- b. BCA Newsletter July 2023 – To view the newsletter please [click here](#)
- c. Members News DBC (Councillors only)
- d. Dacorum's Den 2023 Launch – To view the webpage please [click here](#)
- e. Letter of objection received for the closure of ticket office at Berkhamsted Station – to view the letter please [click here](#)
- f. Development Management Training (Councillors only)
- g. Hedgehog Highways Project – [Click here](#) to view
- h. Community Garden for Northchurch at St Mary's School
- i. St Albans City and District Council – Local Plan Consultation – To view please [click here](#)

38/23 CLERKS REPORT

- a. DBC Newsletter (Councillors only). The Clerk circulates the latest news from DBC to Councillors every Friday.

39/23 ROAD SAFETY

- a. Cllr Capozzi has had a revised quotation from HCC to undertake the feasibility study for recreation ground crossing and it has increased by 50%. Quotations from private consultants are required
Cllr Capozzi will liaise with private contractors and will also engage with Herts County Council.
- b. There are outstanding enquires with Cllr Douris regarding
 - i. New drop kerb on New Road opposite the slip-lane to the canal
Cllr Douris informed members that money has been allocated for this work in his 2024/25 budget
 - ii. Mirrors opposite the exit to the upper allotments onto New Road
Cllr Douris informed members that money has been allocated for the project which will come out of 2024/25 Budget.
 - iii. 20mph zone outside St Mary's School
Cllr Douris informed members that the wig wag lights have been installed, however, NPC Councillors feel that it is not adequately positioned. Cllr Douris will follow up.

40/23 OPEN SPACE

- a. Cllr Pocock proposes to approve the request for NPC to grant permission for a commemorative plaque to be installed beneath the 'Northchurch' village sign near the shops in honour of ex-parish councillor and Northchurch resident Bert Hosier.
In the absence of Cllr Pocock, Cllr Godfrey proposes to approve the request for NPC to grant permission for a commemorative plaque to be installed beneath the 'Northchurch' village near the shops in honour of ex-parish councillor and Northchurch resident Bert Hosier.
Resolved, proposed by Cllr Godfrey seconded by Cllr Pringle to amend the proposal.
Unanimously agreed.
Resolved, proposed by Cllr Godfrey, seconded by Cllr Pringle to a plaque to be installed.
Unanimously agreed.
- b. To discuss and approve expenditure for the skate ramp
Cllr Capozzi explained that the recent storm/rain has affected the fixings of the skate ramp which needs immediate attention. This will be deferred to EOM once a quote has been obtained.
- c. In August, Cllr Capozzi approved an emergency spending for the treatment of moles in the recreation ground
- d. Cllr Abercromby is leading discussions regarding the upgrade of the toddler area in the playground

41/23 ALLOTMENT

- a. The order for the new entrance gate at the upper allotment has been ordered. An installation date is yet to be confirmed but it is anticipated to be late October/early November.
- b. The works to reduce the height and width of the hedge on the upper allotment is due to be completed in early October. The replacement of the deer fence will immediately follow on
- c. Cllr Capozzi thanks all plot holders who have worked hard to help clear the area between their plots and the hedge to allow the works to be undertaken
- d. A review of all documentation associated with the allotments is being reviewed and will be approved and issued to all allotment holders by the end of October.
- e. Cllr Capozzi has not had any feedback from HCC regarding the potential soakaway in the verge outside the upper allotment to reduce the flooding. Cllr Douris reported someone from HCC was going to have a look at the drainage and will report back.

42/23 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to accept the YTD Summary for July 2023/24
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey to approve the YTD Summary report for July 2023 recommended by F&GP Working Group. Unanimously agreed.
- b. Cllr Capozzi proposes to accept the quote for the annual insurance for £2,162.20
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pringle to approve the YTD Summary report for July 2023 recommended by F&GP Working Group. Unanimously agreed.
- c. Cllr Capozzi proposes to accept the quote from Tree Monkey to undertake the hedgerow maintenance work at the Upper Allotment
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey to approve the YTD

Summary report for July 2023 recommended by F&GP Working Group. Unanimously agreed.

- d. Cllr Capozzi proposes the approval of a £1,000 budget to assist plot holders in the clearing of the rubbish from the Upper Allotment
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pringle to approve the YTD Summary report for July 2023 recommended by F&GP Working Group. Unanimously agreed.
- e. Cllr Capozzi proposes to approve a £1,500 budget to pay for Chartered Surveyor services to assist in the rent review and leasing documentation for Sunnyside Nurseries.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey.
- f. To receive and approve the External Audit Report for the Year Ending 31st March 2023.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey. Cllr Capozzi informed members that quarterly statement from SJP must be requested especially for 31st March 2023. Unanimously agreed.

43/23 FUTURE AGENDA ITEMS

- a. To obtain a quote for the skate ramp for EOM
- b. Cycle and footpath for October 2023.

44/23 DATE OF NEXT MEETING

The next meeting will be held on 16th October 2023 at 7.00 p.m. Social Centre Bell Lane Northchurch HP4 3 RD

The meeting concluded at 20.15