



NORTHCHURCH PARISH COUNCIL

Clerk to the Council: Usha Kilich

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**Minutes of the Extraordinary Meeting of Northchurch Parish Council
Monday 17th August 2026 at 7.15pm
at Social Centre, Bell Lane, Northchurch, HP4 3 RD**

Those present: Cllr Somervail, Cllr Pocock, Cllr Hughes, and Cllr Syers.

Also present: Three members of the public and the Parish Clerk Mrs U Kilich

EOM/08/26 To receive apologies for absence, if any.

Resolved, proposed by Cllr Somervail seconded by Cllr Hughes to approve the apologies for absence from Cllr Capozzi and Cllr Dix. Unanimously agreed.

EOM/09/26 To receive declarations of interest in items on the agenda

Nothing to record.

EX/10/26 Public Participation

EX/11/26 Finance and General Purposes

a. Cllr Somervail proposes to have the Allotment Interest Application Form approved.

Resolved, proposed by Cllr Somervail, seconded by Cllr Hughes to approve Allotment Interest Application Form with one amendment to state that the geographical eligibility area will be Northchurch Parish plus one mile beyond the parish boundary. Unanimously agreed.

b. Cllr Somervail proposes to approve the amended Allotment Policy 2026.

It was confirmed that allocations should only be made once a plot is vacant and available, and that written applications/expressions of interest should be used to

avoid uncertainty or any suggestion of a verbal commitment.

The Council agreed three further amendments before adoption:

- Personal data relating to allotments will be processed in accordance with the Council's current GDPR/data-protection policy.
- A tenant who moves outside the permitted area will become ineligible to retain an allotment, subject to the policy's stated eligibility provisions.
- The geographical eligibility area will be Northchurch Parish plus one mile beyond the parish boundary, replacing the previously proposed three-mile limit.

Members indicated that the new residence rule would apply going forward rather than being used to remove existing tenants retrospectively solely because of their current address. Existing cultivation and tenancy requirements would continue to be enforced in the normal way.

Resolved: The Allotment Policy 2026 (Version 1) was approved subject to the three amendments above.

c. Cllr Somervail proposes to approve £56.55 to Scottish Power for the installation of electric meter.

Resolved proposed by Cllr Somervail, seconded by Cllr Hughes to settle the outstanding amount of £56.55. Unanimously agreed. The Clerk clarified that the invoice is for three months standing charges.

EX/12/26

Exclusion of Press and Public: To Resolve that under Section 1 of the Public Bodies (admission to meetings) Act 1960 the public and press excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest because of the confidential business to be transacted or for other special reasons stated in the resolution, arising from the nature of the business proceedings.

EX/13/26

DATE OF NEXT MEETING

The next meeting will be held on Monday 7th September 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD

The meeting concluded at 19.40