



NORTHCHURCH PARISH COUNCIL

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MINUTES OF THE MEETING OF NORTHCHURCH PARISH COUNCIL

15th June 2026 at 7.00 pm at Social Centre, Bell Lane, Northchurch, HP4 3 RD

Members Present:

Cllr Capozzi (Chair)
Cllr Somervail (Deputy Chair)
Cllr S Hughes
Cllr P Dix
Cllr C Syers
Cllr N Pocock

Also, present Mrs U Kilich (Parish Clerk) and five members of the public.

23/26 APOLOGIES FOR ABSENCE

To receive apologies for absence

There were no apologies for absence to record.

County Councillor C Smith-Wright submitted apologies for absence and provided a report containing the latest updates.

24/26 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

There were no declaration of interest to record.

25/26 MINUTES

a. To approve the minutes of the meeting of the.

- Full Council Meeting on 12th May 2026

Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve the minutes of 12 May 2026 as a true and accurate representation of the meeting. Unanimously agreed.

b. Matters arising from previous meetings that are not included as agenda items below

There were no matters arising from previous meetings.

26/26 PUBLIC PARTICIPATION (15 minutes)

Cllr Capozzi addressed the two emails received ahead of the meeting. The emails addressed the following:

- a. Damage to grass areas during football season was noted
- b. Seeds have been applied; recovery expected but dependent on the weather conditions
- c. Options discussed include relocating goal posts or improving protection of playing surfaces.

- d. It was noted that the plaque for the late Cllr Godfrey will be installed on the benches within the seating area; however, neither the Clerk nor the Chair recall the upper allotments being named after the late Cllr Godfrey.
- e. It was mentioned that two camper vans are parked on Madelyn's, it was reported that people are living in them. Action: the Clerk will email Environmental at Dacorum Borough Council.
- f. It was reported that no one is managing the river in the Roman Way. In the past NPC have agreed with SRT to manage the area, however, with the budget constraints this is no longer a viable option. The Clerk will raise this with the River Trust highlighting this could be Health and Safety issue.
- g. To email Cllr Smith-Wright on the overgrown hedge on New Road and also inform Network Rail.

27/26 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

In the absence of Cllr Smith-Wright, Cllr Capozzi read out the report received from Cllr Smith Wright with the latest updates.

- Ongoing push for 20mph schemes locally, though not currently prioritised in the first round of implementation.
- Consultation on highways management strategy now open to the public. Please [click here](#)
- Concerns raised regarding dangerous parking on Darrs Lane and Seymour Road
- Councillors noted ongoing concerns regarding parking behaviour and visibility issues on local roads. It was suggested that members of the public report any defects directly via the Hertfordshire Fault Reporting page.
- Response received from Herts County Council regarding the heavy lorries using Darrs Lane

Darrs Lane does not currently have a Traffic Regulation Order (TRO) preventing HGVs from taking this route, the notices are advisory only. Implementation of such a notice must follow a statutory process to facilitate the accompanying traffic regulation order (TRO) to make the notice enforceable. This generally requires the support of residents and road users that would be affected by any new restrictions.

28/26 CHAIR's REPORT/CORRESPONDANCE RECEIVED

- a. Bulbourne Report for June received which was included with the agenda.
- b. Two trees outside Tesco's which need attention have been reported to Herts County Council
- c. Passing of Susan Johnson
- d. Local Government Reorganisation (LGR) Presentation (for Council only)

29/26 CLERKS REPORT (verbal)

- a. To produce action list and comments
The Clerk reported that most of the outstanding work relates to the allotment, which is addressed below under "Allotments."
- b. To update on latest news from DBC – information for Councillors only.

30/26 ROAD SAFETY

Nothing to report.

31/26 OPEN SPACE

- a. Cllr Capozzi to update on installation of electricity meter
Scottish Power are scheduled to install a meter on 24 June 2026 inside the portacabin at the recreation ground. Following installation, NPC will review and determine the most appropriate tariff and energy provider.

- b. To discuss and decide on skate ramp space
A proposal from an external contractor for skate park was considered, however, the estimated costs were significantly higher than expected. It was unanimously agreed not to proceed with the proposal. Alternative options, including improvements to existing facilities and repositioning of equipment to be explored as well as astro turfing the area.

32/26 ALLOTMENT

- a. Cllr Capozzi to update on any matters after first inspection on 21st May 2026
It was reported that several tenants had been written to regarding the maintenance and cultivation issues. Some plots have since been vacated or improved following correspondence. Waiting list remains active with ongoing plot allocations.
- b. A request to update an allotment shed on the upper site with a plastic one.
The request is reasonable as long as the tenant keeps the height restriction as per the Allotment Rules.
- c. A Freedom of Information request
The Freedom of Information request regarding allotment was acknowledged and addressed.
- d. Installation of large logs to prevent parking outside the upper allotment entrance
Large logs have been installed to prevent inappropriate parking at upper allotment entrance. The measures have been positively received.

33/26 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to approve the YTD Summary April 2026
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to correct YTD Summary to read "May" and not "April" for items 33/26 and b. Unanimously agreed.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the YTD Summary for May 2026. Unanimously agreed.
- b. Cllr Capozzi proposes to approve the bank reconciliation, receipts and payments April 2026
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the bank reconciliation, receipts and payments for May 2026. Unanimously agreed.
- c. Cllr Capozzi proposes that the Council upgrades the commercial waste bin for a quarter charge at £108.73 and one-off admin fee at £50.00.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Dix to approve the upgrade for Commercial Waste bin for £158.73 in total. Unanimously agreed.
- d. Cllr Capozzi proposes to approve the quote for filling the pothole at the entrance to the upper allotment site for £1110.00
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pocock to approve the £1110.00 to fill the pothole at the entrance of the top site allotment. Unanimously agreed.
- e. Cllr Capozzi to approve quote for the speed ramp on the allotment site for £1074.00
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pocock to approve the £1074.00 for installing speed ramp on the top allotment site. Unanimously agreed.
- f. Cllr Capozzi proposes to approve £180 for defib pads.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve £180 for defib pads. Unanimously agreed.
- g. Cllr Capozzi proposes to approve £25.00 for the manufacture and installation of the NPC signage on the upcycled public noticeboard.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Syers to approve £25.00 for the manufacture and installation of NPC signage on the public noticeboard. Unanimously

agreed.

34/26 Exclusion of Press and Public: To RESOLVE that under Section 1 of the Public Bodies (admission to meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential business to be transacted or for other special reasons stated in the resolution, arising from the nature of the business proceedings.

35/26 FUTURE AGENDA ITEMS

1. Earmarked Reserves update
2. Quote for Astro Turf
3. Electricity Provider for appropriate tariff

36/26 DATE OF NEXT MEETING

The next meeting will be held on 7th September 2026 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD.

The meeting concluded at 19.48.