



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

27th April 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 C Syers
Cllr N Pocock

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

111/25 APOLOGIES FOR ABSENCE

To receive apologies for absence

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

112/25 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

There were no declarations of Interest to record.

113/25 MINUTES

- a. To approve the minutes of the meeting of the.
 - Full Council Meeting on 30th March 2026
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to accept the Minutes of the meeting on 30th March 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
Nothing to report.

114/25 PUBLIC PARTICIPATION (15 minutes)

A member of the public raised her concerns as below; the information will be shared with the Borough and County Councillor.

- Mandelyns: Concerns were raised regarding the standard of grass cutting and general maintenance in the area, particularly along the riverbank. Although grass cutting has taken place, edging and strimming are reportedly no longer being carried out due to health and safety restrictions, resulting in overgrown weeds along the riverbank. Concerns were expressed that, as in previous years, excessive weed growth could obscure visibility of the river.

- A resident offered to undertake strimming work voluntarily but was reportedly advised that this was not permitted.
- It was suggested that SRT be approached regarding the possibility of securing a small maintenance contract to keep the river areas tidy throughout the summer months.
- Further concerns were expressed regarding the lack of pavement sweeping and general upkeep. Reference was made to debris and fallen branches on the pavements in Mandelyns creating potentially slippery and hazardous conditions.
- Residents have reportedly raised ongoing concerns about the decline in the condition of the Springwood area over recent years. Attention was drawn to trees on the green which are still in need of maintenance. Attempts to contact the Trees and Woodlands department reportedly received no response, and clarification was sought as to whether Hertfordshire Highways should instead be approached.
- Concerns were also raised regarding the condition of the bridge over the river, specifically a broken or rotted plank which has been reported but has not yet been addressed.
- Issues relating to camper vans parked in Mandelyns were highlighted. Residents reported that individuals were living in the vehicles, causing disturbance and unpleasant conditions. Although enforcement teams have reportedly moved the vehicles on, concerns remain as they continue to return, leading to questions regarding the effectiveness of enforcement action.

115/25 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

Cllr C Smith-Wright was unable to attend the meeting, however, informed the Clerk that the cutting of the grass verge on New Road will be carried out. She also confirmed the cutting was now officially on the schedule for future years. This was never on the action list.

116/25 CHAIR's REPORT/CORRESPONDANCE RECEIVED

- Bulbourne Report
- Herts County Council to carry out [tree works](#)
- [Protecting Our Roots](#)

117/25 CLERKS REPORT (verbal)

- To produce action list and comments – Commercial Waste Bin discussed below under Open Space.
- To update on latest news from DBC
- To report on Internal Audit Report – The Clerk presented the Internal Audit Report, which will be included on the May agenda for approval.
- To report on CiL Schedule for approval in May 2026 – CiL schedule will be on the agenda for May meeting for approval.

118/25 ROAD SAFETY

Nothing to report.

119/25 OPEN SPACE

- Cllr Capozzi to update on UKPN – A three-phase electrical connection has now been installed at the Recreation Ground. The next stage is to arrange for a supplier and the installation of the electricity meter. The Council will need to determine the preferred supplier and tariff arrangement. The works remain within the budget allocated from the EMR.
- Cllr Capozzi to update on commercial bin collection – Due to improved weather conditions, the Council will need to reconsider whether to update the contract to a fortnightly service. Please note that this would incur an additional £50 administration charge. Alternatively, the Council may wish to consider upgrading to a larger commercial waste bin. Once the information has been received from Commercial Waste Services it will be presented to Council for discussion.

120/25 ALLOTMENT

- a. Cllr Capozzi to update on matters arising from recent visit on plot 81 – The allotment site contains a significant amount of building materials. The plot holder has been given a period of four weeks to remove all such materials from the site.
- b. Cllr Capozzi to update on pothole repair and installation of speed humps – The Clerk has requested a quotation for the repair of a pothole and the installation of a speed bump.

121/25 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to approve the YTD Summary for March 2026
Resolved, proposed by Cllr Capozzi, seconded by Hughes to approve the YTD Summary for March 2026. Unanimously agreed.
- b. Cllr Capozzi proposes to approve the bank reconciliation, receipts and payments March 2026
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve the bank reconciliation, receipts and payments for March 2026. Unanimously agreed.
- c. Cllr Capozzi proposes to approve the meeting schedule for 2026/27
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pocock to approve the meeting schedule for 2026/27. Unanimously agreed.
- d. **PRECEPT:** Notification of parish funding was confirmed as received on 17th April 2026. The total amount received from DBC is £70,190.73

Precept Demand	£49,823.00
Concurrent Services	£16,100.00
CiL Payment	£ 1,572.79
Wardens Grant	£ 2,694.94
Total for 2026/27	£70,190.73

- 122/25 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.
Nothing to report

123/25 FUTURE AGENDA ITEMS

124/25 DATE OF NEXT MEETING

The next meeting will be held on 11th May 2026 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD

The meeting concluded at 19.37.