



NORTHCHURCH PARISH COUNCIL

Clerk to the Council: Usha Kilich

Northchurch Parish Council

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**MEETING OF THE PARISH COUNCIL
MONDAY 12th OCTOBER 2026 AT 7.00 PM
SOCIAL CENTRE BELL LANE NORTHCHURCH
HP4 3RD**

To Councillors:

Michela Capozzi

Mark Somervail

Neil Pocock

Lara Pringle

Sacha Hughes

Parul Dix

Chris Syers

Chair

Vice-Chair

Dear Councillors

You are hereby summoned to attend a meeting of Northchurch Parish Council on Monday 12th October 2026 at 7.00 pm for the purpose of transacting the following business.

To access the documents please visit www.northchurchparishcouncil.gov.uk

Usha Kilich

Proper Officer

7th October 2026

AGENDA

53/26 APOLOGIES FOR ABSENCE

To receive apologies for absence

54/26 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

55/26 MINUTES

- a. To approve the minutes of the meeting of the.
 - Full Council Meeting on 7th September 2026
 - EOM 21st September 2026
- b. Matters arising from previous meetings that are not included as agenda items below

56/26 PUBLIC PARTICIPATION (15 minutes)

57/26 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

58/26 CHAIR'S REPORT/CORRESPONDANCE RECEIVED

- a. Bulbourne Report September 2026
- b. Correspondence from High Town Housing Association
- c. Caravan parked on Darrs Lane.
- d. Complaint received about Darrs Lane potholes and the Post Office
- e. Temporary interruption to Dacorum Borough Council's Finance Department
- f. Revisions to Dacorum Borough Council's Sex Establishments Licensing Policy
- g. Important Social Care Survey for Hertfordshire Residents
- h. CPRE AGM meeting 3rd October 2026

59/26 CLERKS REPORT (verbal)

- a. To produce action list and comments
- b. To update on latest news from DBC

60/26 ROAD SAFETY

Nothing to report

61/26 OPEN SPACE

- a. Update on removal of skate ramp

62/26 ALLOTMENT

- a. Cllr Capozzi proposes to approve the amendments made to the Allotment Policy (version 26.1) and the Allotment Dispute Policy (version V26.1)
- b. Update on the number of vacant allotments on the Upper and Lower Site

63/26 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to approve the following financial documents:
 - YTD Summary for Sep 2026
 - Bank Reconciliation Sep 2026
 - Receipts and Payments for Sep 2026
- b. Cllr Capozzi proposes to approve the following grant applications received from:
 - The Scouts Group for £45.00
 - Northchurch St Mary's School Association £2310
 - Northchurch United Charities £600
- c. Cllr Capozzi proposes to approve a budget of £175 for the removal of the old bin and installation of a new bin in the playground

- d. Cllr Capozzi to inform the Council of receipt of the Future Investment Fund of £13,000 from Dacorum Borough Council
- e.
- f. Cllr Capozzi to inform the Council of receipt of CiL contribution of £566.04 from Dacorum Borough Council.

64/26 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.

65/26 FUTURE AGENDA ITEMS

66/26 DATE OF NEXT MEETING

The next meeting will be held on 9th November 2026 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD



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MINUTES OF THE MEETING OF NORTHCHURCH PARISH COUNCIL

7th September 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 P Dix
Cllr Pringle

Also present: Mrs U Kilich (Parish Clerk), County Councillor C Smith-Wright and six members of the public.

37/26 APOLOGIES FOR ABSENCE

To receive apologies for absence

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

38/26 Appointment of Vice Chair

To appoint Vice Chair following the resignation from Cllr Mark Somervail current Vice Chair.

Cllr Somervail nominated Cllr Hughes, seconded by Cllr Capozzi to appoint Cllr Hughes as Vice Chair as of immediate effect. Unanimously agreed.

Cllr Capozzi thanked Cllr Somervail for his valued contribution to the Council and confirmed that he would remain a member of the Council.

Cllr Hughes signed the Declaration of Acceptance of Office form as did the Clerk.

39/26 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

No declarations of interest were received.

40/26 MINUTES

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

- Full Council Meeting on 15 June 2026
Resolved proposed by Cllr Capozzi, seconded by Cllr Syers to approve the Minutes of Full Council meeting held on 15th June 2026 as a true and accurate representation of the meeting. Unanimously agreed.
- EOM 6th July 2026
Resolved proposed by Cllr Capozzi, seconded by Cllr Syers to approve the Minutes

of EOM meeting held on 6th July 2026 as a true and accurate representation of the meeting. Unanimously agreed.

- Allotment Committees held on 6th July 2026
Resolved proposed by Cllr Capozzi, seconded by Cllr Syers to approve the Allotment meeting held on 6th July 2026 as a true and accurate representation of the meeting. Unanimously agreed.
- EOM 17th August 2026
Resolved proposed by Cllr Somervail seconded by Cllr Hughes to approve the EOM meeting held on 17th August 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

Cllr Capozzi informed members the agreed proposal for a memorial plaque commemorating the late Cllr Gordon Godfrey. Mrs Godfrey had indicated that she would prefer the plaque to be placed on the bench situated on the Lower Allotment site, where Cllr Godfrey held an allotment. Members agreed that this was an appropriate location, particularly as the bench will be situated in a communal area. The wording on the plaque will be along the lines of recognising Cllr Gordon Malcom Godfrey's dedication and service to the people of Northchurch.

The final wording and size of the plaque will take account of the dimensions of the bench and costs.

41/26 PUBLIC PARTICIPATION (15 minutes)

A member raised four items, two of which are County Council issues and two for the parish council to resolve.

- Drainage and flooding near the school on New Road – concern was expressed regarding blocked or ineffective highway drains and the accumulation of grit/debris near the school. During periods of heavy rainfall, significant amounts of water across the road creating difficulties and a potential safety hazard for pedestrians, including parents with young children and pushchairs. It was noted that the matter had previously been reported to Hertfordshire County Council. The County Councillor agreed to pursue the matter with the relevant highway officers, including whether more regular scheduled maintenance could be undertaken and whether there may be an underlying drainage problem.
- Pedestrian Bollards Darrs Lane – concern was raised regarding pedestrian bollards being repeatedly knocked over by vehicles in a busy area used by schoolchildren and pedestrians. The County Councillor agreed to raise the matter with Hertfordshire Highways.
- Litter outside the local shops – concerns were raised regarding overflowing litter bins and increased levels of takeaway packaging around the shops. Members acknowledged the importance and value of the local businesses but agreed that businesses should also be encouraged to assist in managing waste generated by their customers.
Action: it was agreed that Dacorum Borough Council will be contacted to establish whether appropriate officers should engage with the businesses regarding commercial waster and litter management.
- Grass verge parking near Tesco – a resident referred to vehicles parking on and damaging the grass verge and noted that a previously reported bollard had not

been replaced.

Action: The matter will be followed up to replace the bollard.

42/26 REPORT FROM BOROUGH/COUNTY COUNCILLORS

The County Councillor C Wright-Smith provided an update on highway matters and advised that a new highways manager was now in post, which should assist in progressing outstanding local concerns.

- Proposed 20mph Speed Limit – members were advised that Northchurch had now been included in a consultation regarding a proposed 20mph speed limit. The consultation had commenced and was expected to remain open for approximately four weeks. Members welcomed the opportunity for Northchurch to be considered but noted that previous discussions had identified difficulties arising from the different characteristics of sections of the main road through the village. Concern was expressed regarding vehicles entering Northchurch at speed and failing to slow sufficiently.

Action: Details of the consultation will be publicised as widely as possible, including through Council communication channels, noticeboards and the school, to encourage residents to participate. Members also discussed the importance of enforcement and noted that police speed enforcement activity had not been observed recently.

- Local Government Reorganisation – An update was provided concerning uncertainty surrounding local government reorganisation/unitary authority proposals. Members noted that significant amount of work already undertaken by local authorities and officers and uncertainty created by recent developments.

43/26 CHAIR'S REPORT/CORRESPONDANCE RECEIVED

- a. Bulbourne Report
- b. AGAR 2025/26 approved by PKF Littlejohn – report published on NPC website.
- c. Dacorum Environment Forum Agenda and Minutes
- d. Application to amend the Register of Common Land (Frithsden Beeches)
- e. EIA re consultation Pitstone Quarry, Upper Icknield Way, Pitstone, Hertfordshire.
- f. Social Centre Open Day 10th October 2026
- g. Email from MoP request to HCC to reduce speed limit on Cow Roast
- h. CPRE AGM 3rd October 2026
- i. Chiltern Society Cyber Security breach 12/08/2026
- j. Sustainable Street Workshops

44/26 CLERKS REPORT (verbal)

- a. To produce action list and comments – the Clerk updated on various matters outstanding on the action list.
- b. To update on latest news from DBC – Circulated to all Council members

45/26 ROAD SAFETY

Nothing to report

46/26 OPEN SPACE

- a. Update on removal of skate ramp – members revisited the condition of the skate ramp. Previous quotations for replacement equipment had been considered too expensive, and the proposed equipment was not considered to represent good value. The latest playground inspection identified deterioration of the existing ramp. Members agreed that, particularly with wetter winter conditions approaching, its continued retention presented an increasing risk.

Action: The skate ramp will be removed. Notices will be displayed in advance explaining that the ramp will be removed. Following removal, the area will be inspected to determine whether any remedial works are required. The area will be fenced off if necessary for

safety reasons.

- b. To discuss the play inspection report – Members considered the playground inspection report and noted that most items had received a low/medium risk assessment.
Minor issues include:
 - i. gates not closing correctly
 - ii. uneven levels/gap
 - iii missing fixings; and
 - iv general wear and tear
 - v. wear had also been identified on elements of the zip wire, including the seat/chain. The inspection noted that some components could be fully assessed without dismantling.**Action:** Previous maintenance records will be checked and options for servicing/inspection of the zip wire investigated.
- c. Additional bin requested by Herons Elm - agreed, Dacorum Borough Council will be approached to establish whether it would consider installing a suitable multipurpose litter bin.
- d. Action to undertake regular inspection and cut of willows tree at the rec ground.
It was noted that the last professional tree inspection was undertaken in September 2025 and that inspections are scheduled bi-annually. The next inspection is due in September 2027. The trees will continue to be monitored particularly during autumn/winter. Should there be an unusual number of falling branches or other concerns, an earlier professional inspection will be commissioned.
- e. To discuss and decide on heating or dehumidifying for the football cabin before winter. Members discussed options for controlling damp and condensation in the football cabin following the installation of an electric supply.
Action: Suitable options costs will be investigated, including obtaining advice regarding installation, with a view to implementing
- f. Confirmation of British Gas being the electricity supplier to the recreation ground.
A three-year electricity supply agreement with British Gas. The tariff has no standing charge but a higher unit rate. Given the anticipated low electricity consumption on the site, this was considered more economical than tariff with a lower unit rate but ongoing standing charge. The Council had checked that there were no additional hidden charges before entering into the agreement.
- g. DBC commercial waste contract updated to fortnightly collections fortnightly collection.

47/26 ALLOTMENT

- a. Update on two complaints received regarding plot allocations – members noted that two written complaints relating to plot allocations had now been resolved. The issues had identified weakness in the previous allocation procedure.
Agreed: Procedures have been amended to provide greater clarity regarding waiting list priority, existing plot holders, new applicants and the allocation of plots once they have actually become vacant.
- b. Speed bump complaint received – only one substantive complaint had been received.
- c. Lower allotment break-ins- Members were informed of break ins to shed on the Lower Allotment Site. It appeared that petrol/fuel had been taken, although equipment had generally been left behind. At least one incident had been reported to the police and a crime reference obtained.

- d. Investigation into cutting back the Oak tree located at the back of Plot 66.
Members discussed an oak tree growing near/within Plot 66 and the potential impact of shading on the allotment.
Action: it was agreed that the tree will be inspected and professional advice obtained regarding appropriate management or removal.

48/26 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to approve the following financial documents:

- YTD Summary for Aug 2026
- Bank Reconciliation Aug 2026
- Receipts and Payments for June, July and Aug 2026

Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the three documents listed. Unanimously agreed.

- b. Cllr Capozzi proposes to approve the insurance for the amount of £2800.
Resolved: The proposed maximum expenditure was amended from £2800 to £3000.

Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the annual insurance for the Council. Unanimously agreed.

- c. Cllr Capozzi proposes to accept the Terms of Agreement of Audit Solutions for them to undertake the 2026/27 internal audit

Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to accept the Terms of Agreement of Audit Solutions for 2026/27 Audit. Unanimously agreed.

- d. Cllr Capozzi proposes to approve the NALC pay increase at 3.3% SCP 41 backdated pay for the Clerk.

Resolved, proposed by Cllr Capozzi seconded by Cllr Hughes to approve the NALC pay increase at 3.3% and backdated pay for the Clerk. Unanimously agreed.

- e. Cllr Capozzi proposes to approve the budget for Allotment Training courses for Councillors and the Clerk for the total amount of £862 excluding VAT.

Resolved, proposed by Cllr Capozzi, seconded by Cllr Syers unanimously agreed.

49/26 Stage 3 Complaint hearing

A formal written complaint that has reached Stage 3 of the Complaints Process is to be heard by the Council. The Complainant will have 3 minutes to speak before the Council confers. Members were advised that a complaint which had progressed through the Council's complaints procedure and was due to be considered at Stage 3 had now been resolved. The complaint obtained the outcome sought and therefore a formal stage 3 hearing was no longer required.

- 50/26 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.

Nothing to report.

51/26 FUTURE AGENDA ITEMS

- a. Maintenance of hedges/trees on boundary of lower allotment and 21 Brakynbery
- b. Cllr Capozzi proposes to call an EOM late September 2026 to decide on allotment related issues.

52/26 DATE OF NEXT MEETING

The next meeting will be held on 12th October 2026 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD

The meeting concluded at 20.10



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Minutes of the Extraordinary Meeting of Northchurch Parish Council
Monday 28th September 2026 at 7.15pm
at Social Centre, Bell Lane, Northchurch, HP4 3 RD
The meeting started at 19.35

Those present: Cllr Capozzi, Cllr Somervail, Cllr Hughes, and Cllr Syers.
Also present: Parish Clerk Mrs U Kilich and one member of the public.

EX/14/26 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the apologies for absence from Cllr's Pringle, Pocock and Dix. Unanimously agreed.

EX/15/26 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda.
No declaration of interest was made.

EX/16/26 Public Participation

No matters were raised.

EX/17/26 Chair's Report

- a. Cllr Capozzi updated members on Allotment Training.
Members who attended the allotment training reported that it had been useful in reviewing the Council's tenancy agreement and policy. Discussion covered water controls, cultivation standards, the distinction between tenancy conditions and supporting policy, plot management and the available statutory notice procedure. The Council's current 60% cultivation requirement was compared with higher thresholds used elsewhere; no change to that requirement was proposed.
- b. Cllr Capozzi updated members on the water charges for 2025/26 and 2026/27. The full breakdown for water charges for 2025/26 is shown below.
- c. Cllr Capozzi updated members on complaints about the second speed bump on the upper allotment drive. It was decided to have the speed bump removed following complaints received by the Council.

EX/18/26 Finance and General Purposes

- a. Cllr Capozzi proposes to approve £250.00 to replace defib pads.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve £250 to replace the defib pads. Unanimously agreed.

- b. Cllr Capozzi proposes to approve £1k for the servicing of zip wire.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve up to £1k for servicing the zip wire. Unanimously agreed.
- c. Cllr Capozzi proposes to approve £82.01 for Scottish Power's final invoice.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to pay the final Scottish Power invoice for £82.01. Unanimously agreed.
- d. Cllr Capozzi proposes to approve £750 excluding VAT for cutting back the allotment hedge at the rear of 21 Brakynbery.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve £750 to cut back the allotment hedge at the rear of 21 Brakynbery.
Unanimously agreed.
- e. Cllr Capozzi proposes to approve the Allotment Tenancy Agreement
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the Allotment Tenancy Agreement. Unanimously approved.
- f. Cllr Capozzi proposes to approve the Allotment Policy.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the Allotment Policy. Unanimously approved.
- g. Cllr Capozzi proposes to increase the Allotment Deposit to £100 per plot.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Syers to increase the Allotment Deposit to £100 per full and half plot. Unanimously agreed.
- h. Cllr Capozzi proposes to approve for SRT to maintain any allotments that are not allocated.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Syers to approve for SRT to maintain any allotments that are not allocated. Unanimously agreed.
- i. Cllr Capozzi proposes to approve £100 for the removal of one speed bump on the upper allotment site.
Resolved proposed by Cllr Capozzi, seconded by Cllr Syers to approve £100 for the removal of one speed bump on the upper allotment site.
Unanimously agreed.
- j. Cllr Capozzi proposes to approve the increase in allotment rent for half plot £26 and full plot to £56.
Resolved: That the motion be amended to set the allotment rent at £33.00 for a half plot and £51.00 for a full plot.
Resolved, proposed by Cllr Capozzi, seconded by Cllr to Hughes to approve the rent increase as above. Unanimously agreed.
- k. Cllr Capozzi proposes to approve a balance payment for 2025/26 water charges as follows:

 - a. Lower site Full Plot £7.92 and half plot £3.96
 - b. Upper Site Full Plot £10.58 and half plot £5.29

Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes to approve the water rates for 2025/26 as above. Unanimously approved.
- l. Cllr Capozzi proposes to approve the water charges for 2026/27 as follows:

 - Lower Site Full Plot £15 and half plot £7.50
 - Upper Site Full Plot £20 and half plot £10

Resolved, proposed by Cllr Capozzi, seconded by Cllr Syers to approve the water charges for 2026/27 as above. Unanimously agreed.

EX/19/26 **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/20/26 **DATE OF NEXT MEETING**
The next meeting will be held on Monday 12th October 2026 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD

The meeting concluded at 20.14

UPPER BULBOURNE REPORT SEPTEMBER 2026

Dear All,

Well, the water table in the whole of the upper Bulbourne area continues to go down, but this constant drop in level is still within the realms of normal. To put things into perspective, although the level is currently over 3.5 m down in Dudswell, in January 2012 the water table here went down to below 6 m and in September 2019 to below 5 m. When the level starts to rise again depends entirely on how much rain we get in the next few months and over the winter. Some years the top stretches remain dry all year, but it would be nice to see some water start to flow again soon!

Helen and Christian

WATER TABLE ON 30 SEPTEMBER, 2026 *Helen and Christian*

The water table readings were taken on 30th September at around 2.30 pm on a sunny and very warm afternoon.

Dudswell Bridge – the northernmost datum point

The water table is 3.53 m below datum, a drop of 62 cm since August. The stream bed is completely dry.

Northchurch Recreation Ground

The water table is 2.79 m below datum, a drop of 51 cm since last month. The stream bed is completely dry. One or two of the willows are just starting to turn yellow and there are a few leaves on the ground beneath them.

St Mary's Primary School

The water table is now 2.58 m below datum. This represents a fall of 87 cm since the end of August. The stream bed remains dry.

Billet Lane, Berkhamsted – the southernmost datum point

Here, the water table is 2.08 m below datum, a drop of 25 cm in a month. The stream bed is dry with vegetation starting to cover the gravel, which is also strewn with old plastic bags, and brambles are starting to cover the 3 under-road tunnels so we will have to make sure this is all removed and the channels clear before the river starts to flow again in the winter.

As Bob wrote last month, the EA dip point is once again separate from the Lidl building site; the giant steel framework that has risen over the past month is impressive.

RAINFALL RECORD FOR SEPTEMBER 2026 *Bob Farrer*

A total of 20 mm of rain fell on Dudswell in September; there were ten rain days. The long-term September average for Berkhamsted is 52 mm.

Our garden and allotment in Northchurch still need regular watering.

If we compare this year's rainfall total so far with long-term data, the January to September figure for 2026 is 437 mm compared with an average of 537mm. This does not seem particularly noteworthy until we remember that January and February this year were exceptionally wet (a typical January delivers 70 mm of rain, this year that figure was doubled).

If we consider only the spring and summer months the figures look very different. This year the March to September total was only 189 mm, which is less than half the long-term average of 400 mm for the same period.

The local farming contractors have already drilled and rolled next year's crops. The ground was so dry last week that this process created an intense, yet mercifully brief, dust storm over Dudswell.

SEPTEMBER NATURE NOTES *Christian Sévigny*

After the summer drought, the arrival of rain in late August and early September has offered some welcome relief and it has been comforting to watch the scorched lawn turn green again. Now that we've passed the equinox, the nights are drawing in, and here and there we are beginning to see the first tinges of red appearing on the maple, rowan and dogwood leaves. Meanwhile, the breeze has started to scatter birch leaves across the lawn. Autumn is a quiet time of year in the garden. After the frenzy of reproduction and rearing young, our garden birds and mammals now spend their time feeding on fruits and nuts to store up reserves for the bleak winter months.



Over the years, a vine has covered our pergola and, at this time of year, it is laden with grapes. During the day, blackbirds hide among the foliage at the top, feasting on the ripe fruit. At night, the mice join in. The paving stones underneath are soon covered with fallen leaves and grapes, many of them knocked down by the blackbirds and mice. The ground is a sticky mess, but blackbirds, alongside jackdaws and magpies, soon get to work, carrying out an efficient clean-up operation, eagerly hoovering up every grape that tumbles to the ground.



A mother squirrel has been frantically gathering nuts and hiding them away for the coming winter. This picture shows her hanging acrobatically from a high branch, dangling precariously as she stretched towards a cluster of beech nuts just out of reach below.

As the ground is still dry, and the water table remains low, insects and worms can be a little harder to find. To help the birds along, I have been scattering small amounts of mealworms on the ground. Dunnocks, robins and blackbirds quickly found the spot, occasionally joined by a magpie or a passing chiffchaff. Even a few little bank voles have taken to darting out to claim their share.

Normally, I expect to see moorhens during winter or spring, when the river flows through the garden. They come off the



river, make a quick visit to see if they can find any spilled bird food, and disappear again almost as quickly. So, as the river has been dry for several months now, I was surprised to see this one calmly exploring the garden and confidently walking across our patio. As we had left the patio door open, the bird peered inside for a few seconds. It then walked slowly across the lawn, looked at the pond but didn't go in. It moved on to the top of the blackthorn hedge,

where it spent about five minutes grooming, and then remained there for another ten minutes or so before eventually leaving. It felt as if it had come on a reconnaissance mission.

SEPTEMBER REPORT FROM RUSHEY MEADOW *Ned Hunt*

Another month and of course our Rushey Meadow pond remains very dry. The grass that recovered a little earlier in the month is now looking dusty and not so palatable again, with lots of bare patches. A few days ago, I found a dead rabbit quite close to the canal which is an unusual location. It had a large neck wound. Early last Sunday morning we saw an otter scurrying along the full length of the lock and we wonder, as I'm informed they are known to take rabbits as well as fish, if it was an opportunist otter that had killed it. The rabbit has since been a target for crows, magpies and a red kite and has been moved 100 yards away from where I first saw it.



Over the last few days we've said goodbye to the Hereford cows. The combination of cattle and sheep grazing (they graze grass at different lengths) has been most beneficial. Both sheep and cattle have survived the drought surprisingly well. The cows have gone back to their farm at Cholesbury. This is slightly earlier than usual because they, with the rest of their herd, need to be TB tested. We've also said goodbye to Gerry, our 5-year-old pedigree Portland ram. His official name is Magpie Gerard, a combination of the farm and owner's name from near Coventry where we bought him from. Despite his curly horns he has been very gentle, but very much in charge. Because he has been the father to our lambs for the last three years we need to change the genetics. We are very pleased he has been bought by Willows Activity Farm at St Albans, a popular children's farm with a wide range of farm animal attractions. They have a small flock of rare breed Portlands too and for the same reason need a ram unrelated to theirs.



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NORTHCHURCH PARISH COUNCIL

ALLOTMENT DISPUTE POLICY

Version	V26.1
Date approved by Finance & General Purposes Committee	N/A
Date approved by Allotment Committee	12-10-2026

1. Introduction

This policy states the allotments inspection, enforcement and appeals process and that consideration will be given to mitigating circumstance such as illness or injury of the plot holder. All information obtained during a dispute will be treated confidentially.

2. Routine Inspections

2.1. Any Northchurch Parish Councillor, the Clerk of the Council or other representative of the Council shall be entitled at any time to enter and inspect the allotments

2.2. Inspections on allotment sites will be carried out as deemed necessary by the Council, but no less than monthly from 1st May to 31st October and less frequently between 1st November and 30th April.

2.3. The inspections will refer to the Allotment Tenancy Agreement and the Allotment Rules to identify whether a tenant is complying with the rules

2.4. If the actions of a tenant or the condition of a plot are considered contrary to either the Tenancy or the Rules photographs may be taken as a record for discussion

3. Inspections following a complaint

3.1 If the Clerk or a member of the Allotment Committee receives a complaint about a plot, the information will be passed to the Chair of the Allotments Committee, and/or the Chair of the Council, who will select two representatives from the Council to visit the plot and confirm the situation. The tenant will be invited to attend.

3.2 The Clerk will notify the tenant that a complaint has been made and the Council will be undertaking an inspection

4. Enforcement - Improvement Letter

4.1. When a tenant is considered to have breached the Allotment Tenancy or Allotment Rules, the Clerk will issue an Improvement Letter to the tenant by email or letter explaining what rules have been breached and indicating what is required to bring the plot up to the required standard. The tenant will be given a timescale in which to rectify the breach or provide a satisfactory explanation e.g. illness.

5. Enforcement - Final Warning Letter

5.1. If, in the opinion of the Council, there has been no satisfactory explanation or remedial action within the requested timescale, a review will be undertaken to assess whether allowing more time to rectify the breach is reasonable. If the Chair decides to allow more time, the Clerk will send a final warning email or letter giving the tenant 14 days to provide a satisfactory explanation e.g. illness, or rectify the breach

6. Enforcement - Notice to Quit

6.1. If, in the opinion of the Council, there has been no satisfactory explanation or remedial action by the end of the 14 days notice given in the final warning letter, the Chair will request the Clerk to send a Notice to Quit, by email or letter, giving the tenant 30 calendar days to remove any crops, tools and structures left on the site.

6.2. In the event of a serious breach of the Allotment Tenancy or Rules, the Council reserves the right to serve immediate Notice to Quit, without progression through all stages as detailed in this procedure.

7. Appeals Process

7.1. A tenant may appeal (in writing) against the termination within 14 days of the receipt of the Notice to Quit .

7.2. The appeal should detail the reasons for the lack of improvement and reasons why the termination should be withdrawn.

7.3. The tenant will retain stewardship of the plot whilst the appeal is being considered.

7.4. The Council will appoint 2 councillors, not connected to the original complaint, if possible, to act as the Appeals Panel which must make a decision and reply to the plot holder within 14 days of receipt of the appeal.

7.5. There are three options for the Appeals Panel to consider:

- I. Uphold the termination.
- II. Re-instate the tenant with a probationary period, which they determine, where any further breach of the Allotment Tenancy or Rules will result in immediate termination with no right of appeal.
- III. Re-instate the tenant with no probation.

7.6. The appeal hearing shall be minuted and circulated to both the tenant and panel to ensure there is a record of the process.

7.7. The minutes shall also be recorded as received at the next available Allotment Committee meeting.

7.8. The decision of the Appeals Panel is final.

7.9. At the end of any probationary period, a review will be conducted by the Appeals Panel to determine whether the conditions of the probationary period have been met. If there are no issues, the tenant will remain on the plot. If breaches continue, the panel have the right to immediately terminate the tenancy with no further right of appeal.



NORTHCHURCH PARISH COUNCIL

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clerk@northchurchparishcouncil.gov.uk

NORTHCHURCH PARISH COUNCIL

ALLOTMENT POLICY

Version	V26.1
Date approved EOM	12 October2026

This document brings together the Council's Allotment Rules Policy, Allotment Application Process and Conditions of Cultivation Policy. Repeated provisions have been combined so that each requirement appears once while retaining the substantive points contained in the three source documents.

1. Purpose and Status

1.1 This document sets out Northchurch Parish Council's rules, eligibility and application process, standards of conduct, and practical conditions for the cultivation and care of allotment plots.

1.2 This document supplements the Allotment Tenancy Agreement. The Tenancy Agreement governs the tenancy and will prevail in the event of any inconsistency.

2. Eligibility

2.1 An applicant must complete an Allotment Interest Form.

2.2 An applicant must be over 18 years of age.

2.3 An applicant must not already have an allotment in another area of Dacorum.

2.4 An applicant must be resident in Northchurch Parish or live within one mile of Northchurch Parish in a town or parish which does not have either council-owned or privately-owned allotments.

2.5 An applicant must join the waiting list where applicable.

2.6 A Tenant who moves outside the permitted area will become ineligible to retain an allotment, subject to the Council's stated eligibility provisions.

3. Application, Waiting List and Allocation Process

3.1 An Allotment Interest Form, available from the Council website, must be completed and submitted to the Clerk by email at clerk@northchurchparishcouncil.gov.uk.

3.2 The Clerk will acknowledge receipt of the form within 7 working days.

3.3 If information is missing, the Clerk will ask the applicant to provide it. The application will not be treated as complete until all required information has been received.

3.4 Once the application is complete, the applicant will be added to the waiting list and notified by email.

3.5 Where a vacant Plot is available and there is no applicant ahead on the waiting list who is entitled to be considered for it, the Clerk will contact the relevant applicant and arrange a viewing. Only vacant Plots will be viewed.

3.6 An applicant may express an interest in a particular Plot. This will be noted but does not guarantee allocation of that Plot.

3.7 An offer of a Plot will only be made once the Plot is vacant and not before.

3.8 Where more than one applicant enquires about, or is eligible to be considered for, a specific Plot, the following allocation procedure will apply:

3.8.1 Existing Tenants will have priority, regardless of the chronological order in which interest in the Plot was registered.

3.8.2 The Council may take account of a Tenant's history of breaches of the rules or cultivation issues for which the Tenant has received written notification from the Council to rectify within the previous 12 months.

3.8.3 If more than one applicant remains eligible after the above considerations, a name will be selected at random at the next Full Council meeting.

3.8.4 Eligibility to be considered for a specific Plot is at the Council's discretion. The factors above are not exhaustive and the Council may consider other relevant factors. The Council's decision on allocation is final.

4. Inspections and Keeping the Council Informed

- 4.1** The Council will carry out regular site inspections to monitor compliance with the Tenancy Agreement and this document.
- 4.2** Any member of the Council or the Council's Allotment Committee may access a Plot or structure for inspection purposes and may take photographs as evidence.
- 4.3** The Tenant must keep the Council informed of any change in circumstances that may affect their ability to comply with the tenancy requirements.
- 4.4** The Council will endeavour to provide reasonable support and advice to a Tenant who requires assistance.
- 4.5** The Tenant must immediately notify the Council of any change of address or contact details. The Council is not responsible for communications not received because contact details were not kept up to date.
- 4.6** Personal data relating to allotments will be processed in accordance with the Council's current GDPR Policy.

5. Co-workers, Visitors, Children and Dogs

- 5.1** A Tenant may enlist family members to assist with cultivation as co-workers.
- 5.2** One co-worker may be registered per Plot and must meet the applicable eligibility criteria.
- 5.3** Registration as a co-worker does not create an automatic right to succeed to, or be offered, the tenancy. Succession or reallocation will be dealt with under the Tenancy Agreement and the Council's allocation procedure.
- 5.4** The Tenant is responsible for the conduct of their visitors and co-workers while on the Allotment Site.
- 5.5** Children under 16 must be accompanied by an adult.
- 5.6** Dogs must be kept under close control and on a lead. They must not foul or damage Plots and must not be secured to pipes.

6. Tenant Conduct and Use of the Site

- 6.1** The Tenant must not cause nuisance, harassment, intimidation, abuse or threatening behaviour towards other plot holders, neighbouring residents, Councillors, Council staff or visitors.
- 6.2** The Plot must not be used for trade or business, and produce must not be grown for commercial sale.
- 6.3** The Tenant must not underlet, assign or part with possession of the Plot or any part of it except where expressly permitted by the Tenancy Agreement.
- 6.4** Motor or wheeled vehicles may only be parked in areas designated by the Council and only while the Tenant is in attendance. Overnight parking on the Upper Allotment Site is prohibited.
- 6.5** The Tenant must not live in or sleep overnight on any part of the Allotment Site.
- 6.6** The Tenant must observe any reasonable site-specific condition notified by the Council for the proper management and preservation of the allotments.

7. Cultivation and Plot Care

- 7.1** The Plot must be used for cultivation and must not be used for purposes unrelated to its use as an allotment garden.
- 7.2** At least 60% of the Plot must be maintained in a proper state of cultivation and fertility. Where this cannot be achieved, the Council may recommend that the Tenant reduces to a half Plot.

- 7.3** The Plot and surrounding area must be kept tidy and clear of litter, refuse and rubbish and must not be allowed to become overgrown.
- 7.4** Materials and equipment kept on the Plot or within any structure must be for the purposes of cultivation and maintenance only.
- 7.5** Carpet, underlay and similar materials must not be used as weed suppressants. Only environmentally friendly materials designed for weed suppression may be used.
- 7.6** The Tenant must not plant invasive plants or shrubs.
- 7.7** Where a Plot adjoins a Site boundary, a clear access strip of approximately 1.5 metres must be maintained free of rubbish, plants, structures and fencing where required for maintenance access.
- 7.8** The Tenant is encouraged to minimise mains water consumption by maximising the use of rainwater through gutters, water butts etc

8. Trees, Hedges and Boundaries

- 8.1** The Tenant must not plant or allow new hedges to grow around the Plot.
- 8.2** Only dwarf fruit trees and dwarf fruit bushes of recognised crop-producing varieties are permitted. Fruit trees should be maintained so that their height does not exceed three metres.
- 8.3** Fruit trees and bushes must not be planted within one metre of, or allowed to overhang or encroach upon, roads, paths, fences or neighbouring Plots.
- 8.4** Where a Tenant takes on a Plot containing a pre-existing tree, the Tenant is responsible for its appropriate maintenance. Where an existing tree causes nuisance or does not comply with these conditions, the Tenant may be required to reduce or remove it at an appropriate time.
- 8.5** The Tenant must not cut or prune boundary hedges, timber or other trees without written consent from the Council, except for proper annual pruning of permitted fruit trees and bushes.
- 8.6** Any hedge forming part of the Plot boundary must be kept cut and trimmed, existing ditches must be kept clear, and any fence or gate forming part of the Plot must be kept in good repair.
- 8.7** Barbed wire, razor wire or similar hazardous materials must not be used.

9. Paths and Access

- 9.1** The Tenant must keep one-half of the width of the grass pathways surrounding the Plot clear of obstruction and in good order.
- 9.2** Paths created within the Plot should use organic or other approved permeable materials. Concrete or cement must not be used for paths or hard standings.
- 9.3** Structures, stored materials and planting must not obstruct access to Site boundaries or pathways.
- 9.4** The Plot and adjoining path must be kept tidy and clear at all times.

10. Structures, Fencing, Edging and Play Equipment

- 10.1** No fence, building, shed, greenhouse, poly-tunnel or other structure may be erected without the Council's prior written consent.
- 10.2** Any application for fencing must state the proposed extent and materials.
- 10.3** Any approved shed, greenhouse or poly-tunnel must be of recognised construction and must not exceed 1.8m x 2.4m x 2.0m high (6ft x 8ft x 6ft 6in high). Site-specific conditions imposed as part of the approval must be observed.
- 10.4** Approved structures must be used only to support cultivation, kept in good repair and, where practicable, incorporate rainwater harvesting.

10.5 Paving or edging may only be laid where necessary to aid cultivation and is subject to any consent required by the Council.

10.6 A pre-existing non-compliant structure should be brought into compliance when it falls into disrepair or is replaced, as directed by the Council.

10.7 At the end of the tenancy, structures and materials must be removed or otherwise dealt with in accordance with the Tenancy Agreement and any direction from the Council.

10.8 Children's play equipment may only be installed with written consent. Any permitted item must be small, well maintained and kept in good repair. Paddling pools and bulky play equipment are not permitted.

11. Materials, Waste and Removal from the Site

11.1 The Council does not routinely remove waste from the Allotment Site.

11.2 The Tenant must remove waste from the Plot and dispose of it lawfully and at their own cost, unless the Council has agreed a separately charged collection.

11.3 Refuse or other material must not be deposited on communal land, roads, paths, lay-bys, car-parking areas or in watercourses.

11.4 Disease-free organic waste should be composted on the Plot or in a communal composting bay where one is provided.

11.5 The Tenant must not take soil, minerals, gravel, sand or clay from the Site without the Council's written consent.

11.6 Materials may only be brought onto the Plot where they are intended for lawful cultivation or maintenance and will not cause environmental damage or adversely affect the horticultural quality of the Site.

12. Fires and Burning

12.1 Fires are only permitted where allowed by the Council's current site rules and must be safely contained in a purpose-built, non-flammable container suitable for garden waste.

12.2 Open ground fires and any fire that is not properly contained are prohibited.

12.3 Any permitted fire must be supervised at all times and fully extinguished before the Tenant leaves the Site.

12.4 A fire must not cause nuisance, excessive smoke or pollution. If a complaint arises or smoke becomes excessive, the fire must be extinguished immediately.

12.5 Fires are not permitted during periods of high fire risk, drought or dry spells, or where prohibited or advised against by the Council or fire authority.

13. Rodent Control

13.1 Any rodent-control measures used on the Plot must comply with applicable product instructions and the CRRU Code where relevant.

14. Breach of Rules

14.1 A breach of the allotment rules may constitute a breach of the Allotment Tenancy Agreement.

14.2 Any enforcement, termination or Notice to Quit will be dealt with in accordance with the applicable provisions of the Allotment Dispute Policy.

14.3 Non-payment of the Tenancy Fee will be dealt with under clause 6.4 of the Allotment Tenancy Agreement: payment is required within 30 days of receiving the invoice, followed by a final demand allowing a further 7 days before the Council proceeds with the notices specified in that clause.

14.4 Allegations of bullying, harassment, intimidation, threatening behaviour or other serious misconduct will be considered under the relevant conduct, breach and termination provisions of the Allotment Tenancy Agreement. Any termination decision will be subject to the appeal provision in clause 9.11 of that Agreement.

15. Fly-tipping

15.1 Fly-tipping or the unauthorised depositing of waste, rubbish, garden waste or other materials anywhere on the allotment site is strictly prohibited. Where a tenant is found to be responsible for, or to have authorised, fly-tipping on the allotment site, this will constitute a serious breach of the Tenancy Agreement and may result in immediate action by the Council to terminate the tenancy, subject to the applicable statutory notice requirements and the terms of this Agreement. The tenant may also be liable for any reasonable costs incurred by the Council in removing and disposing of the materials.

Northchurch Parish Council

Bank - Cash and Investment Reconciliation as at 30 September 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

30/09/2026	NS&I Account	205,475.89
30/09/2026	St James Place	0.00
30/09/2026	Allotment Tenants Deposit Acco	764.78
30/09/2026	Current Account Unity Trust	101,551.30
30/09/2026	Reserve Account Unity Trust	0.00

307,791.97

Receipts not on Bank Statement

0.00

Closing Balance

307,791.97

All Cash & Bank Accounts

3	NS&I	205,475.89
4	St'James Place- CLOSED	0.00
5	Allotment Deposit Account	764.78
6	Current Account Unity Trust	101,551.30
7	Reserve Account Unity Trust	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	307,791.97

Bank Reconciliation up to 30/09/2026 for Cashbook No 6 - Current Account Unity Trust

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/09/2026	BACS	24.30		24.30		R ☐	DACORUM BC
02/09/2026	BACS	672.00		672.00		R ☐	Goveresources
02/09/2026	BACS	561.60		561.60		R ☐	SLCC COMM GOV
09/09/2026	090926		304.08	304.08		R ☐	Receipt(s) Banked
16/09/2026	DD	181.39		181.39		R ☐	NEST PENSION FUND
17/09/2026	DD	35.57		35.57		R ☐	SAGE
17/09/2026	DD	736.36		736.36		R ☐	Castle Water
17/09/2026	DD	204.33		204.33		R ☐	Castle Water
17/09/2026	BACS	828.00		828.00		R ☐	SUNNYSIDE RURAL TRUST
17/09/2026	1709		756.51	756.51		R ☐	Receipt(s) Banked
23/09/2026	BACS	2,193.44		2,193.44		R ☐	Usha Kilich
23/09/2026	BACS	85.20		85.20		R ☐	The National Allotment Associa
23/09/2026	BACS	20.00		20.00		R ☐	GifGaf
23/09/2026	BACS	2.80		2.80		R ☐	Unity Trust
23/09/2026	BACS	-85.20		-85.20		R ☐	The National Allotment Associa
23/09/2026	BACS	85.20		85.20		R ☐	The National Allotment Associa
25/09/2026	2509		13,000.00	13,000.00		R ☐	Receipt(s) Banked
30/09/2026	BACS	2,696.34		2,696.34		R ☐	Galleghars
30/09/2026	BACS	215.93		215.93		R ☐	DACORUM BC
30/09/2026	BACS	9.55		9.55		R ☐	Unity Trust
		<u>8,466.81</u>	<u>14,060.59</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate



NORTHCHURCH PARISH COUNCIL

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www.northchurchparishcouncil.gov.uk

GRANT EVALUATION CHECKLIST 2026

Please note

1. We cannot provide a grant to:	Applicable?
• An individual	No
• A commercial, religious, or political organisation	No

2. We cannot provide a grant to a project:	Applicable?
• that is the prime responsibility of another statutory authority	No
• intended to improve or benefit privately owned land or property	No
• already complete by the time the grant is made	No

	Supplied?	Comments
Name of group/organisation		Northchurch St Mary's School Association
Charity number (if any)		EW60166
Website or Facebook (if any)		https://stmarys916.herts.sch.uk/parents/school-association/
Applicant's name		Daniel Farr-Smith
Email		stmarys.smsa.treasurer@gmail.com
Phone		07494175763
Position within group		Treasurer
Total cost of project		£4,620
Amount of grant requested		£2,310
Other funding obtained		Parents and carers are required to pay 50% of the total cost.



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3. We will only provide grants for charitable, benevolent, social, cultural, recreational, or philanthropic purposes

	Charitable, benevolent, social, cultural, recreational, or philanthropic purposes	
	Yes?	Comments
Purpose of organisation	Yes	We aim to raise money to help fund educational activities for the children of St Mary's CE primary School in Northchurch
Summary of project		We would like to help fund the cost of swimming lessons for the year 4 Children at St Mary's CE primary school to ease the financial burden on parents and carers.

4. We will only provide grants to a group/organisation if the applicant agrees:

	Yes?
To use funding solely for the purpose agreed with the parish council	Yes
To provide receipted invoices on completion of the project	Yes
To give a progress report at our Annual May Parish Meeting	Yes

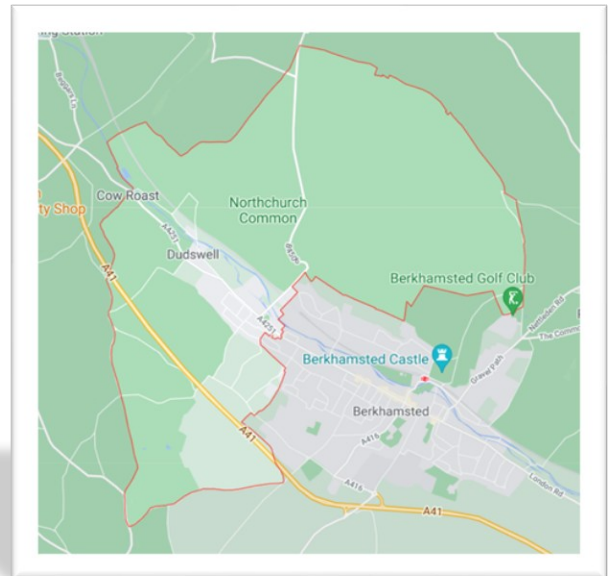
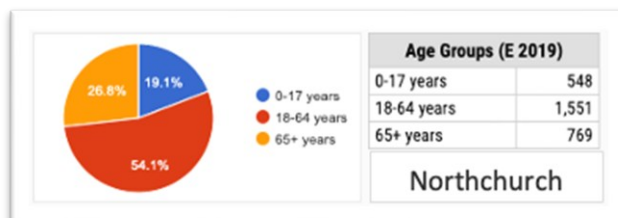


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We will only award grants that benefit and involve Northchurch residents.

The pie chart from citypopulation shows the age range.



5. Highlight how this project will benefit and involve our residents?

The swimming lessons will benefit 26 children in year 4 at St Mary's CE primary school in Northchurch. 10 of these families live in Northchurch.



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6. We will only award a grant to a group/organisation that is well managed:

Please list and submit (or provide a weblink to) any documents which describe your	
	Supplied?
Aims, objectives	To raise money to fund activities and equipment for the children of St Mary's CE primary school.
Organisational structure	We have a committee chair, Jessica Green, Secretary, Jennifer Browne and myself treasurer, Daniel Farr-Smith. We then have 25 other committee members.
Meeting and governance procedures	We meet once a month to debrief on events and plan upcoming events.
Equalities Policy	Everybody is welcome to join the school association and we invite all parents and carers to help and volunteer wherever possible.
Safeguarding policy (if applicable)	

7. We will only award a grant to a project that is financially viable with a bank account operated by at least two joint signatories

Please list and submit the following documents	
	Supplied?
Most recent bank statement	Yes
Accounts for the last financial year	Yes
Project timeline	The swimming lessons will run through to July 2027. (Continue overleaf if necessary)
Breakdown of project costs	£4,620 total for 35 weeks swimming lessons (Continue overleaf if necessary)



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Please note

1. We cannot provide a grant to:	Applicable?
• An individual	No
• A commercial, religious, or political organisation	No

2. We cannot provide a grant to a project:	Applicable?
• that is the prime responsibility of another statutory authority	No
• intended to improve or benefit privately owned land or property	No
• already complete by the time the grant is made	No

	Supplied?	Comments
Name of group/organisation	NUC	Northchurch United Charities
Charity number (if any)	207010	
Website or Facebook (if any)	N/A	
Applicant's name		Rosemary North
Email		Rosemarynorth07@gmail.com
Phone		01442 384271
Position within group		Clerk
Total cost of project		£2,000
Amount of grant requested		£600
Other funding obtained		Application for £300 from Berkhamsted Town Council to be made in November



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3. We will only provide grants for charitable, benevolent, social, cultural, recreational, or philanthropic purposes

	Charitable, benevolent, social, cultural, recreational, or philanthropic purposes	
	Yes?	Comments
Purpose of organisation	Yes	To fund disbursements to individuals in financial need and organisations providing advice and friendship to the elderly
Summary of project	Yes	Grants are given before Christmas to help known individuals and families needing financial assistance with living costs in Northchurch and assist organisations with their running costs as stated above.

4. We will only provide grants to a group/organisation if the applicant agrees:

	Yes?
To use funding solely for the purpose agreed with the parish council	Yes
To provide receipted invoices on completion of the project	Yes
To give a progress report at our Annual May Parish Meeting	Yes

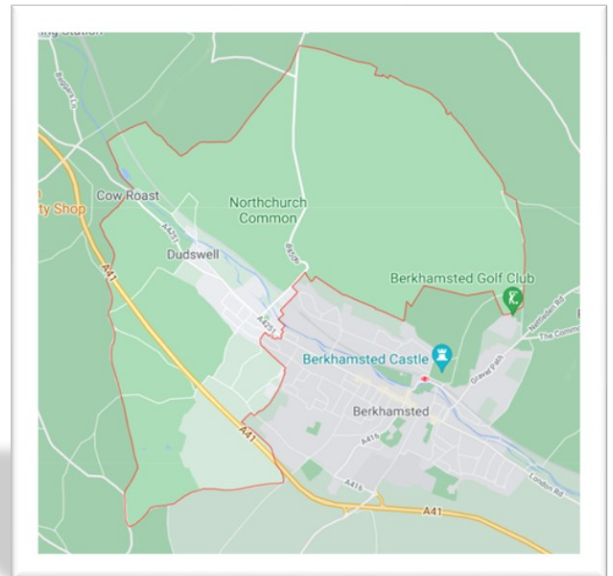
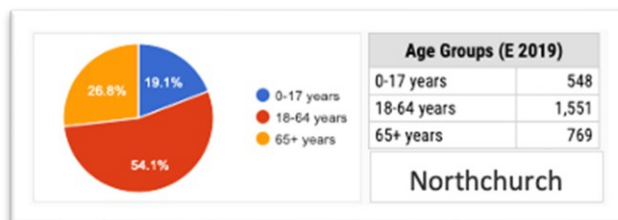


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We will only award grants that benefit and involve Northchurch residents.

The pie chart from citypopulation shows the age range.



5. Highlight how this project will benefit and involve our residents?

Most of the individual beneficiaries reside in Northchurch and a good number of Northchurch residents benefits from the services/activities provided by the Stroke Support Group and The Happy Wanderers Club.



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6. We will only award a grant to a group/organisation that is well managed:

Please list and submit (or provide a weblink to) any documents which describe your	
	Supplied?
Aims, objectives	To enable people to participate in recreational activities that will enhance their wellbeing.
Organisational structure	Board of Trustees + clerk
Meeting and governance procedures	The Trustees hold meetings annually to discuss the finances of the Charities and agree disbursement of available funds
Equalities Policy	N/A
Safeguarding policy (if applicable)	N/A

7. We will only award a grant to a project that is financially viable with a bank account operated by at least two joint signatories

Please list and submit the following documents	
	Supplied?
Most recent bank statement	attached
Accounts for the last financial year	attached
Project timeline	Ongoing (Continue overleaf if necessary)
Breakdown of project costs	See accounts (Continue overleaf if necessary)



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GRANT EVALUATION CHECKLIST 2026

Please note

1. We cannot provide a grant to:	Applicable?
• An individual	yes
• A commercial, religious, or political organisation	yes

2. We cannot provide a grant to a project:	Applicable?
• that is the prime responsibility of another statutory authority	yes
• intended to improve or benefit privately owned land or property	yes
• already complete by the time the grant is made	yes

	Supplied?	Comments
Name of group/organisation		1 st Northchurch Scout Group
Charity number (if any)		302517
Website or Facebook (if any)		
Applicant's name		Darren Porter-Hough
Email		northchurch.cubs@gmail.com
Phone		07986708673
Position within group		Lead volunteer cubs
Total cost of project		£45
Amount of grant requested		£45
Other funding obtained		Obtained 200 bulbs donated by supplier



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 Kings Langley
 WD4 4EJ
 Tel.07543493002
 email: clerk@northchurchparishcouncil.gov.uk
www.northchurchparishcouncil.gov.uk

3. We will only provide grants for charitable, benevolent, social, cultural, recreational, or philanthropic purposes

	Charitable, benevolent, social, cultural, recreational, or philanthropic purposes	
	Yes?	Comments
Purpose of organisation		giving young people a place to belong and giving them the skills to thrive
Summary of project		Brighten up area around Tesco and centre of village with daffodil bulbs planted by the Cub Scouts (8-10.5yr olds). Have liaised with Jean Farrer

4. We will only provide grants to a group/organisation if the applicant agrees:

	Yes?
To use funding solely for the purpose agreed with the parish council	Yes
To provide receipted invoices on completion of the project	Yes
To give a progress report at our Annual May Parish Meeting	

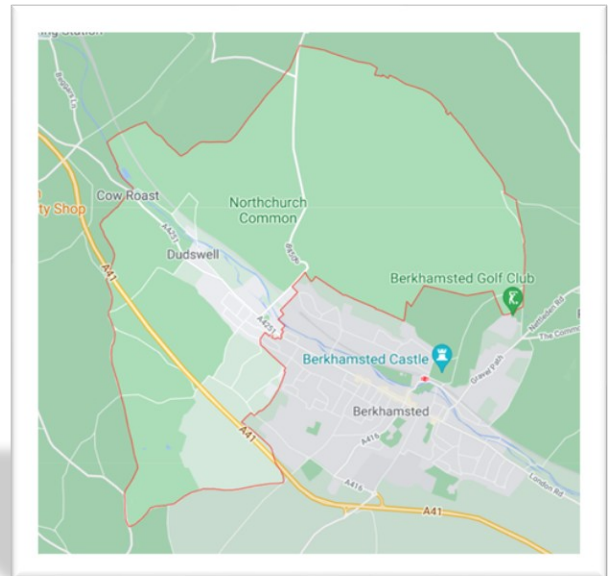
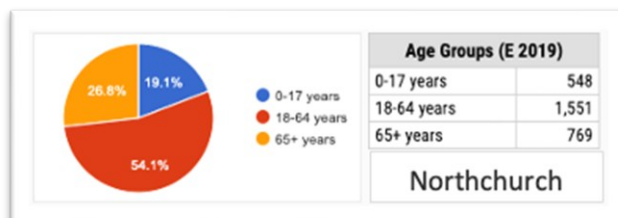


NORTHCHURCH PARISH COUNCIL

Clerk to the Council: Usha Kilich
 Northchurch Parish Council
 PO Box 2603
 Kings Langley
 WD4 4EJ
 Tel.07543493002
 email: clerk@northchurchparishcouncil.gov.uk
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We will only award grants that benefit and involve Northchurch residents.

The pie chart from citypopulation shows the age range.



- Highlight how this project will benefit and involve our residents?

All villagers will benefit from this brightening up of dull areas left to lawn and council cutting areas infrequently. Cubs benefit helping community and earning badge work and personal gratification, especially when bulbs show.



NORTHCHURCH PARISH COUNCIL

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6. We will only award a grant to a group/organisation that is well managed:

Please list and submit (or provide a weblink to) any documents which describe your	
	Supplied?
Aims, objectives	As above
Organisational structure	https://www.1stnorthchurch.org.uk
Meeting and governance procedures	https://www.1stnorthchurch.org.uk
Equalities Policy	https://www.1stnorthchurch.org.uk
Safeguarding policy (if applicable)	https://www.1stnorthchurch.org.uk

7. We will only award a grant to a project that is financially viable with a bank account operated by at least two joint signatories

Please list and submit the following documents	
	Supplied?
Most recent bank statement	
Accounts for the last financial year	
Project timeline	We plan to plant the bulbs 12 November (Continue overleaf if necessary)
Breakdown of project costs	 (Continue overleaf if necessary)



Remittance Advice of Payment by BACS

Dacorum Borough Council
The Forum
Marlowes
Hemel Hempstead
Herts
HP1 1DN

Tel: (01442) 228 388
E-Mail: payments@dacorum.gov.uk

Northchurch Parish Council
PO Box 2603
Kings Langley
WD4 4EJ

Supplier No: 104780
Date: 06-Oct-2026
Page: 1 of 1

Invoice Date	Our Reference	Invoice Number	Your Reference	Amount Payable (£)
02-Oct-2026	2311324	4145340	CIL NEIGHBOURHOOD PAYMENT TO NORTHCHURCH PARISH COUNCIL IN ACCORDANCE WITH REGULATION 59A	566.04
The amount shown on the right will be credited to your bank account on or before 09-Oct-2026				566.04

Payment Account Details

Sort Code: 608301
Account Number: 20432522
Account Name: Northchurch Parish Council



Remittance Advice of Payment by BACS

Dacorum Borough Council
The Forum
Marlowes
Hemel Hempstead
Herts
HP1 1DN

Tel: (01442) 228 388
E-Mail: payments@dacorum.gov.uk

Northchurch Parish Council
PO Box 2603
Kings Langley
WD4 4EJ

Supplier No: 104780
Date: 22-Sep-2026
Page: 1 of 1

Invoice Date	Our Reference	Invoice Number	Your Reference	Amount Payable (£)
17-Sep-2026	8402605	PP260917	Fit For future Investment Fund	13,000.00
The amount shown on the right will be credited to your bank account on or before 25-Sep-2026				13,000.00

Payment Account Details

Sort Code: 608301
Account Number: 20432522
Account Name: Northchurch Parish Council