



NORTHCHURCH PARISH COUNCIL
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**MEETING OF THE PARISH COUNCIL
MONDAY 17th JUNE 2024 AT 7.00 PM
SOCIAL CENTRE BELL LANE NORTHCHURCH
HP4 3RD**

To Councillors:

Michela Capozzi
Mark Somervail
Neil Pocock
Lara Pringle
Lyndsey Abercromby
Parul Dix

Chair
Vice Chair

Dear Councillors

You are hereby summoned to attend a meeting of the Northchurch Parish Council on Monday 17 June 2024 at 7.00 pm for the purpose of transacting the following business.

Usha Kilich
Proper Officer

Dated 12th June 2024

AGENDA

21/24 APOLOGIES FOR ABSENCE

To receive apologies for absence

22/24 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

23/24 Voting on Co-option

24/24 Announcement of New Parish Councillor & Acceptance of Office

25/24 Public Participation is allowed 15 minutes

26/24 MINUTES

- a. To approve the minutes of the meeting of the 13th May 2024 Full Council Meeting
- b. Matters arising from previous meetings that are not included as agenda items below

27/24 REPORT FROM BOROUGH/COUNTY COUNCILLORS

- a. Cllr Pringle to update on defib at the allotment site

28/24 CHAIRMAN'S REPORT

- a. Berkhamsted Castle Survey please [click here](#) for more information
- b. Dacroum Environmental Minutes and Agenda. Please [click here](#) for more information.
- c. Bell Lane Cemetery complaint received
- d. Cllr Capozzi to inform members on Berkhamsted Under 5's status
- e. HMDA thank you email for NPC's support over the years and an invite to their summer show

29/24 CLERKS REPORT

- a. DBC weekly Newsletter (Councillors only)

30/24 ROAD SAFETY

31/24 OPEN SPACE

- a. Upper Bulbourne Report May 2024
- b. Cllr Capozzi proposes to complete the Asset of Community Value application for the green by Park Rise
- c. To discuss an update on the Tender for the playground

32/24 ALLOTMENT

- a. Cllr Capozzi has received a quotation for the installation of the water pipe alongside the tarmac road, however further quotation will be required.
- b. CCTV camera installed on a plot providing security of entrance gate and car park. Plot holders and SRT to be informed and signage installed.

- c. A small water leak has been identified on the Upper Allotment and action to locate it and remedy will be undertaken asap.

33/24 FINANCE AND GENERAL PURPOSES

- a. Cllr Capozzi proposes to accept the YTD Summary for May 2024/25
- b. Cllr Capozzi proposes to accept the Habitual or Vexatious Complaints Policy, Complaints Procedure, and Dignity at Work Policy
- c. Cllr Capozzi proposes to accept and approve the Direct Debit and Standing Order schedule for 2024/25
- d. Cllr Capozzi proposes to approve £280 to clear two allotments recently vacated and attempt to recoup 50% of the costs from tenants pass to the tenant.
- e. Cllr Capozzi proposes to approve £300 for signage for the recreation ground and the allotment.
- f. Cllr Capozzi proposes to approve £120 to increase email account storage to 50GB for Cllr Somervail and Cllr Capozzi.

34/24 Future Agenda Items

- a. Financial Regulations
- b. Working Party Terms of Reference.
- c. To review the TEEC contract.

35/24 DATE OF NEXT MEETING

The next meeting will be held on 9th September 2024 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD