**NORTHCHURCH PARISH COUNCIL**

**Mrs. Usha Kilich Parish Clerk**

 **Northchurch Parish Council**

**116D High Street**

**Northchurch**

**HP4 3QN**

**Tel. 01442 876911**

 **email:** **northchurch.parishcouncil@zen.co.uk**

**website: www.northchurch.parishcouncil.@zen.co.uk**

**MINUTES of the NORTHCHURCH PARISH COUNCIL held at Northchurch Social Centre, Bell Lane HP4**

**3 RD on Monday 1st April 2019 commencing at 7.30 pm.**

**Members present:**

Councillors Godfrey (Chairman)

 Clarke (Vice Chairman)

 Edwards

 Pocock

 Rees

 Hooper

 Shepherd

 Pringle

Clerk/RFO Usha Kilich

County Councillor Douris

Member(s) of the public, there were six members of public and two police officers

**MINUTES**

**01/18 Apologies for absence**

 There were no apologies to report.

**02/18** **Declaration of Interest**

No declaration made.

**03/18 Minutes of last Council Meeting of the Northchurch Parish Council held on 4th March 2019.**

It was proposed by Councillor Edwards and seconded by Councillor Pringle and **RESOLVED** that the minutes of the meeting held on 4th March 2019 copies of which had been sent to Members prior to the meeting, be approved and were signed by the Chairman as a true record.

**04/18 Chairman’s Report & Correspondence**

Councillor Godfrey invited PCSO Jackson to give NPC an overview of crime. PSCO Jackson commented that the crime rate in NPC is not of any concern they are relatively low. The Clerk asked if it was possible to receive the crime report on a monthly basis. PSCO asked the Clerk to send an email requesting the information.

 **Changes to pension fund contribution**

NEST have informed NPC of the annual changes to pension fund contribution as of April 2019.

1. **Double Yellow Lines on Mandelyns and Darrs Lane**

Councillor Douris visited Mandelyns and Darrs Lane with Hertfordshire Highways Officers, the main concern for the residents is the visibility and safety. Cars are often parked on the corner causing an obstruction as well as a safety issue. Councillor Douris proposed grass verge hardening, however, it was felt by the majority of councillors to carry out a consultation with the local residents to ascertain way forward.

1. **Memory Loss**

The Clerk informed members about “Memory Loss” which is due to take place on 3rd April. This meeting is concerning Heart Disease and Diabetes, it starts at 6.30 pm in the Civic Centre, there is a potential merger between Berkhamsted Group Practice and Rothchild House Group Practice which Councillor Douris supports with through his locality budget.

1. **Purdah/Election 2019**

The Clerk informed members that the nomination forms need to be submitted to DBC by 3rd April 2019 by 4 pm.

1. **The Fence on Chapel Croft**

The Clerk informed members this was only for information as Mrs Parker has written to the occupier of Rosemary Cottage asking the occupier that due to severe weather the tree planted against the fence has now blown down, the branches of the tree is low enough to hinder pedestrians on the pavement.

1. **Planning Code of Practice**

The Clerk informed members that an email was circulated to all members re the Planning Code of Practice. A further email was received from Mark Brooks stating that there was some typing error to the original document produced, which was also circulated to all planning committee members.

1. **Quotes for Memorial Seat**

Councillor Edwards obtained few quotes for the memorial seat, depending on the size of the bench, the quotes received were; £299 at 5ft and 6 ft at £400, Councillor Godfrey suggested that there would be an appropriate message on the bench in honour of the late Councillor Fantham. It was agreed by the majority of the members to spend up to £400.

1. **School Patrol**

Councillor Clarke informed council members that St Marys School has asked NPC to contribute towards the school patrol, Councillor Pringle proposed to fund the full amount for the school, seven councillors in favour of, one abstained. There was a suggestion that the school could use the car park to raise extra funds which the previous head teacher did.

**Action: Councillor Clarke will speak to the Head Teacher re raising additional fund through the school car park**.

1. **Ashlyn’s School**

Councillor Pringle reported that she had been inundated with phone calls from parents about their child not being offered the first choice of school, some have been offered schools in Hemel Hempstead, all those children have been offered school as a continual interest. As the town is being developed this problem will increase, Councillor Pringle is in contact with the head at Ashlyn’s School to see if the catchment criteria can be changed.

1. **Lighting on Roman Way and Kite Field, the Rails by the Pond**

The Clerk informed members that she had received a call about the lack of lighting on Roman Way as well as Kite Field. The gap between the rails is far too wide, this is a concern to members of the public.

**Councillor Douris with Councillor Edwards agreed to have a look around the area to ascertain if any action is required**.

1. **Refreshments and Guest Speaker Annual Parish Meeting**

Councillor Godfrey suggested asking Keely Charnick CEO at Sunnyside Rural Trust to come and speak at our Annual Parish Meeting, Councillor Rees offered to help with the catering/refreshment for the annual meeting.

1. **Letter to Rosemary Cottage**

Item covered under 4 (d).

1. **Lighting on Bell Lane**

Councillor Rees informed members that the lighting on Bell Lane is not adequate, especially near the Social Centre. Councillor Godfrey will liaise with the Social Centre and bring this to their attention. Councillor Clarke mentioned the floodlights are relatively cheap to buy which will resolve the issue of lighting.

1. **Website Update**

The Clerk updated the members on the development of NPC website, it is anticipated that the website will be finished by the end of April 2019. Councillor Clarke does not wish for the private email address to be displayed on the website, NPC should re-visit the uniformed email address as discussed previously.

1. **Speed Indicator Device**

Councillor Edwards reported that NPC paid for SID to be erected in January 2019, since SID has been at bottom of The Mead NPC has experienced issues with a member of public who keeps turning the “head” round, the issue has been reported to HCC Highways and there does not appear to be a solution to the problem. Councillor Douris will contact HCC Highways and report at the next meeting.

1. **Parish Office**

The Clerk informed members that she has been in contact with Jenny Cook to finalise the Rent Agreement between NPC and Eric Cook.

1. **Meeting dates**

The Clerk circulated the dates for future meetings.

**06/18 Reports from Council Representatives and Committees:**

1. **Northchurch & District Association – Cllr Godfrey**

Councillor Godfrey reported that the NDA’s financial position seems to be better then it has been for some time.

1. **Northchurch United Charities – Cllr Pocock and Cllr Hooper**

Nothing to report as NUC only meet in November each year.

1. **Canal and Bulbourne Liaison – Cllr Godfrey**

Councillor Godfrey reported that the muddy footpath is now not too muddy, however, Councillor Pringle mentioned that the path remains muddy.

1. **Herts County Council – Cllr Douris**

Councillor Douris informed members that Herts Highways are currently carrying out the works to road in Hertfordshire, some of the roads in NPC are New Road and Cover Road.

1. **Dacorum Borough Council Liaison – Cllr Pringle**

Councillor Pringle informed members there was an issue with a tree on Bell Lane which had an impact on the telephone wires, there is now a magnetic tape around the tree to ascertain if the tree is still growing in the view of preserving the tree. Councillor Pringle reported that the appeal on 5 Tring Road was rejected, GO20 had an influence on the decision making. Councillor Pringle also informed members that Gateway funding has been agreed. The signage should include GO20.

1. **Allotment Committee – Cllr Godfrey and Cllr Pocock**

Councillor Godfrey reported that all plots are allocated and NPC currently has a waiting list.

1. **Recreation Ground Maintenance – Cllr Godfrey**

Councillor Godfrey reported that SSRT is doing a great job in keeping the Rec Ground in good order.

1. **Dacorum Environmental Forum – Cllr Godfrey**

Nothing to report.

1. **Northchurch School Governors – Cllr Clarke**

Nothing to report.

1. **Northchurch New Road Cemetery – Cllr Godfrey**

Councillor Godfrey reported that SSRT is doing a great job.

1. **Police Representative – Cllr Pocock**

As discussed earlier in the meeting PCSO Jackson will do her best to let NPC have the crime figures.

1. **Footpaths and Bridleways – Mr Coleman**

Nothing to report.

1. **Berkhamsted Town Hall Trust – Eric cook**

Nothing to report.

1. **Planning Committee – Cllr Shepherd**

Councillor Shepherded commented that Bearroc Phase 2 amended application was discussed at NPC Planning with a view of that NPC is ok with the amended plan, Hamberlins Farm was refused.

1. **National Trust Ashridge – Eric Cook**

Nothing to report.

**07/18 Financial and General Purposes Matters.**

1. **Schedule of Receipts and Payments/Cashflow statement YTD 31st March 2019**

Members had before them the Payments Schedule and Receipts Schedule for approval. It was **RESOLVED** that the schedule be approved with no queries.

1. **Income and Expenditure Reports as of 31st March 2019**

The reports were emailed to councillors prior to the meeting taking place.

Income and expenditure report was provided to all council members, there was no adverse variance to report.

1. **Earmarked Reserves**

Parish Council office rental lease will be up for renewal in December 2019, as Mr Cook has not indicated whether the lease will be renewed or not, Ion that basis was suggested and **RESOLVED** that the Earmarked Reserves for the PC Office should be £150k the amount will be transferred from General Reserves to Office Earmarked Reserves.

1. **St James Place**

The Clerk reported that prior to the meeting taking place, email was circulated to show NPC’s investment portfolio at £96K

**The Chairman declared the meeting closed at 9.15p.m Next Meeting will be on 20th May 2019 @ 7.30.**

**Signature of the Chairman-------------------------------------------**

**Date……………………………………………………………………**