**NORTHCHURCH PARISH COUNCIL**

**Mrs. Usha Kilich Parish Clerk**

 **Northchurch Parish Council**

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**MINUTES of the NORTHCHURCH PARISH COUNCIL held at Northchurch Social Centre, Bell Lane HP4 3 RD on Monday 20th January 2020 commencing at 7.30 pm.**

**Members present:**

Councillors Clarke

 Edwards

 Pocock

 Pringle

 Somervail

Clerk/RFO Usha Kilich and County Councillor Douris

**MINUTES**

**43 Chairman’s Announcements**

 The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building to be evacuated.

**44. Apologies for Absence**

To receive any apologies for absence

Cllr’s Godfrey, Rees and Holditch sent their apologies.

**45. Declaration of Interests linked to any of the Resolutions**

 To receive any declarations of interest

 None received

 **46. Minutes – to approve the minutes of the meeting held on 25th November 2019**

 The minutes of the full Council meeting held on 25th November were **approved** as correct record

 and were duly signed as such by the Vice Chair.

**47. Matters arising from the minutes of the meeting held on 25th November 2019**

 No matters arising from the minutes of the meeting held on 25th November 2019.

**48. Chairman’s Report & Correspondence**

**48.1 Northchurch United Charity Grant application**

 The Clerk informed council members that grant application had been received from NUC for

 £300.00. Cllr Pocock informed new members that NPC award grant to NUC every November.

 It was **RESOLVED** that NPC award £300 to NUC Charity.

**48.2 Replacement of 5 aside goal**

 Cllr Pocock suggested replacing 5 aside goal post, it was **RESOLVED** that 5 aside goal post

 will be replaced at the Rec Ground.

**48.3 Grant application from St Marys School Association**

Cllr Clarke informed members that St Marys School Association submitted their grant application under s137 for £950. It was **RESOLVED** unanimously to award £950 to St Marys School for swimming lessons.

**48.4 HAPTC News/Bulletin**

The Ministry of Housing, Communities and Local Government (MHCLG) have notified that the appropriate sum for Section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Parish, Town and Community Councils for 2020-21 is £8.32 per elector.

**48.4 Light Quotes**

 The Clerk informed members that two quotes have been received, as majority of jobs have been

 passed to Lamps and Tubes NPC will carry on with the current arrangement.

**48.5 Speeding Darrs Lane (mailbox for reporting)**

Cllr Somervail raised his concerns about the speeding on Darrs Lane at dangerous speed, at times

 cars have used the footpath or verge. There have been minor accidents reported, there are two

 issues; safety, fast moving vehicles use the verge to pass without slowing down, and the cosmetic

issue of the muddy verge. Cllr Somervail suggested in having the missing bollard replaced once the

 weather improves. Cllr Somervail suggested installation of Speed Indicator Device on Darrs Lane

may help monitoring the speed.

**48.6 Double Yellow Lines Mandelyns**

Councillor Douris informed councillors of visiting Allendale in Hemel Hempstead to see the verge

 hardening, it was agreed by councillors that once councillors have visited Allendale, the decision can

 be made at the next meeting on the 2nd March 20.

**48.7 Herts Coach Education Week**

The Clerk informed members that email had been circulated re Herts Coach Education week

 commencing on the 15th to 23rd February 2020.

**48.8 White Lines on Kite Field and Herons Elm**

 Councillor Douris advised council members that he is aware that the white lines have faded, Cllr Douris

 will liaise with Herts Highways on the subject to have the white lines painted.

**48.9 Merling Croft Tree (BE)**

Councillor Edwards reported that one of the Chestnut Trees was due to be felled. As an Ash

Tree had been felled last Autumn., Cllr Edwards suggested that NPC could pay for two

replacement trees. It was unanimously agreed that NPC would pay for the replacement tree the

 total cost of £800 being approved.

**48.10 Berkhamsted Raiders**

Cllr Clarke advised members that with the ongoing issue between Raiders and Tornadoes,

NPC should prepare a contract for Raiders with guidelines on the use. Cllr Somervail agreed

to take on the role.

**48.11 Herts Forward Post Conference**

The Clerk circulated the email for information to council members.

**48.12 Mayor’s Charity SSRT attend**

The Clerk advised anyone wishing to attend the Charity event on the 27th March the closing date

 is the 2nd March and the tickets are at £35 per person.

**48.13 Road Safety Working Group Meeting**

The Road Safety Working Group met at 7 pm to discuss the road safety. Cllr Clarke suggested that

 the first step would be to identify the areas of concern such as junction of New Road, High Street

 narrow pavements, Dudswell Lane, Ashby Road, Covert Road, Dudswell Lane and Darrs Lane

which were identified by the residents who attended the earlier meeting. Cllr Clark suggested that

first step would be to produce a master list which will be updated on Northchurch Parish Council’s

(NPC) website.

The meeting was well attended by members of the public (Cllr Pringle had publicised the meeting

via Go20 and through the school). Also, Cllr Pringle explained the purpose of the group which is to

keep a record of road traffic incidents for the purpose of creating collective knowledge of risk and

assessing where improvements should be prioritised. Details of parties involved will not be

published but the incidents will be periodically summarised.

 Members of the public will be able to go on NPC’s website and follow a link to update photo image

with comments, the information will be received by the Clerk who will update the website.

**48.14 Allotment Hedges**

The Clerk reported the allotment hedges have been cut back and the dangerous tree had been

 felled.

**48.15 Northchurch Baptist Church (NBC)**

David Russell from the Baptist Church informed members that he would like to have a closer

 Relationship with the parish council where possible and feasible. Currently the Northchurch

 Baptist Church runs 2 youth clubs, meals for elderly, family groups for parents and toddlers, group

 for dads and kids on Saturday. NBC is actively involved with running of the Social Centre, the

 committee and the trustees are mostly from NBC, they are currently looking to assess local needs

 and find ways to provide a fit for purpose community facility.

**49. Finance and YTD Summary**

Following a discussion the council members approved the Income and Expenditure and Variance Analysis as at 31st December 2019 which had been circulated with the agenda. Having raised couple of queries with the Clerk, the council members were satisfied with the content of the schedule.

**49.1 Budget 2020/21**

Budget for 2020/21 was approved by full council, which were presented to F&GP committee

 as well.

**49.2 Authorising Invoices**

 Invoices presented to council members were approved for payments.

**49.3 Bank Mandate**

A new bank mandate was signed by councillors who were present at the meeting.

**49.4 Precept to be approved**

The precept for 2020/21 is £19,904 which represented a band D equivalent of £15.56. The proposal this year is to increase the band D equivalent by 62.21% to £25.24. Please note that this year’s tax base calculated by DBC is £1272.80, therefore the Precept demand to DBC would be £32,120.21. The substantial increase is due to not knowing if NPC office renewal with Mr Cook will go ahead, in all eventuality NPC has to be prepared.

Staff salary costs – there is an agreed 2% salary increase as of 1st April 2019 across all pay scales.

**49.5 Adopting:**

 **i. Standing Order**

Standing Order was adopted, there were no changes from 2019.

 **ii Financial Regulations**

 Financial Regulations to be adopted, there were no changes from 2019.

 **iii Risk Assessment**

 The Clerk advised members she is currently updating the Risk Assessment. The report

 will be produced at the next meeting.

**50. Planning Update**

 Nothing to report.

**51. Next Council Meeting 2nd March 2020**

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Councillor Date