



NORTHCHURCH PARISH COUNCIL

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**FINANCE & GENERAL PURPOSES COMMITTEE MINUTES OF NORTHCHURCH
PARISH COUNCIL ON MONDAY 19 JUNE 2023 AT 7.00 PM**

Cllrs Present: Cllr Capozzi, Cllr Abercromby, Cllr Godfrey, Cllr Pringle, and Cllr Pocock.

F&GP/01/23 To receive apologies for absence, if any.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Pocock to accept apologies of absence received from Cllr Somervail, and Cllr Dix for the reasons stated in the email. Unanimously agreed.

F&GP/02/23 To receive declarations of interest in items on the agenda
Cllr Abercromby declared an interest as she has an allotment on the lower site.

F&GP/03/23 To approve minutes from 13th February 2023 (F&GP Working Party)
RESOLVED, proposed by Cllr Capozzi, seconded by Cllr Abercromby.
Unanimously agreed.

F&GP/04/23 Financial Matters

- a. To review Year to Date Summary Report, Bank Reconciliation, and Management Accounts for May 2023.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Godfrey to approve the YTD for May 2023 and bank reconciliations. Unanimously agreed.

F&GP/05/23 Allotment Matters

- a. New deer fence installation

Cllr Capozzi informed members that she and Cllr Somervail met with Chris Hawkes to identify the process of work that needs to be done;

- It was agreed to engage with a tree surgeon in September to cut back the hedge and reduce the height.
 - By early August we will have cleared all rubbish, weeds, and any plot-holder property away from the boundary to allow full access to the tree surgeon
 - It was agreed to pay for the fencing materials 2x50m now in order to avoid any further rises in costs between now and October. This will be stored with SRT.
 - The cost of £500 for a skip was approved unanimously by the Council to clear the rubbish on the upper site
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- b. Reduction and ongoing maintenance of the boundary hedge
Cllr Capozzi informed members that NPC will inform allotment holders to move their property away from the boundary to provide an approximately 2m gap, this will allow a small tractor to run down the length of the hedgerow and cut it back.
- c. Review and update Allotment Rules/Policy
Cllr Capozzi will review the current Allotment Rules/Policy and make changes where necessary and will present to Full Council for comments before adopting the policy.
- d. Northchurch Allotment Association – its role and relationship with NPC call a meeting to ascertain the relationship between NPC and NAA.
Cllr Capozzi informed members that a meeting will be scheduled to ascertain the role and relationship between NPC and NAA, going forward this needs to be done on a regular basis.
- e. Plot numbers
Cllr Capozzi informed members that around 95% of plot holders do not have a sign. Amber Sign has created a sign which is 15x15 the material is waterproof. The sign will have the number and NPC.
- f. New entrance gate
Cllr Capozzi informed members that a new gate is needed as the wooden posts have been knocked. To obtain quotes to replace the gate or mobile welder.
- g. Securing back gate
The current gate does not close properly and cannot be locked. Possibly remove the gate and nail planks across the wooden gate post. All in favour.

F&GP/06/23 Next F&GP Meeting will be on 29th August 2023.

The meeting concluded at 20.49
