



NORTHCHURCH PARISH COUNCIL
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MINUTES OF THE MEETING OF NORTHCHURCH PARISH COUNCIL

20th October 2025 at 7.00 pm at Social Centre, Bell Lane, Northchurch, HP4 3 RD

Members Present:

Cllr M Capozzi	Chair
Cllr M Somervail	Deputy Chair
Cllr S Hughes	
Cllr C Syers	
Cllr L Pringle	

Also Present: Mrs U Kilich Parish Clerk and two members of the public.

31/25 APOLOGIES FOR ABSENCE

To receive apologies for absence

There were no apologies of absence to record. Cllr Pocock and Cllr Dix were not present.

32/25 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda

There were no declarations of interest to record.

33/25 Public Participation is allowed 15 minutes

Nothing to report.

34/25 MINUTES

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

- [Full Council Meeting 8th September 2025](#)

Resolved, proposed by Cllr Capozzi, seconded by Cllr Hughes that these Minutes be agreed as a true and accurate representation of the meeting and duly be signed by the Chair. Unanimously resolved.

- [EOM 29th September 2025](#)

Resolved, proposed by Cllr Capozzi, seconded by Somervail that these Minutes be agreed as a true and accurate representation of the meeting and duly be signed by the Chair. Unanimously resolved.

b. Matters arising from previous meetings that are not included as agenda items below
Cllr Capozzi informed members on the following:

- Two picnic tables will be installed on the recreation ground. In addition, a third picnic table will be placed along the grass path, positioned away from any of the play equipment.

- The commercial waste bin installed at the recreation ground is now in use by Sunnyside Rural Trust. However, Dacorum Borough Council has not yet provided Northchurch Parish Council with confirmation of the scheduled monthly collection date. The Clerk has contacted DBC via email to request both the formal contract and details of the collection schedule.
- Cllr Capozzi has paid UKPN for the electricity installation, NPC have 6 months to carry out the necessary work such as finding the right kiosk. Funds approved on 7/7/2025 4/25 b from EMR.
- The affinity water quote has been accepted, which will be paid in due course. Funds approved on 7/7/2025 4/25 b from EMR.

35/25 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors
Nothing to report.

36/25 CHAIRMAN'S REPORT

- Berkhamsted Citizens Association – [Saving Castle Fields](#)
- Help shape Hertfordshire's future, click [here](#) for more information
- Community Energy Conference for Hertfordshire 10th Oct 2025 click [here](#) for more information
- Ashridge Ramblings Newsletter
- Discussions around the grant funding by DBC. On 22nd October 2025, this motion will be challenged by Cllr Douris.
- Herts Nature Recover Seminar 5th November 2025
- 16 Days of Action Dacorum Walks

38/25 ROAD SAFETY

The issue of road safety on New Road was discussed in detail. It was proposed by Cllr Pringle that a letter be sent to County Councillor Caroline Smith-Wright requesting an update on the road safety report for Northchurch.

39/25 OPEN SPACE

Nothing to report.

40/25 ALLOTMENT

- Cllr Capozzi proposes to approve the location of heavy log at the entrance of the upper site allotment as per the image.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to install the log at the entrance of upper site as per the image. It was also suggested to link the logs together, have them painted in white with reflectors. Unanimously approved.

41/25 FINANCE AND GENERAL PURPOSES

- Cllr Capozzi proposes to approve the YTD Summary for September 2025
The YTD Summary was not sent with the agenda; this will be presented at November's meeting which will include October YTD Summary.
- Cllr Capozzi proposes to approve the bank reconciliation, receipts and payments for September 2025
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve the bank reconciliation, receipts and payments for September 2025. Unanimously agreed.
- Cllr Capozzi proposes to approve the quote for carrying out tree works from Arboricultural Report for the total amount of £1524.00.
Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve the quote

for carrying out the tree works. Unanimously agreed.

- d. Cllr Capozzi proposes to approve the two Policies
 - a. IT Policy
 - b. Accessibility Statement

Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to approve the IT Policy and the Accessibility Statement with minor changes. Unanimously agreed.

42/25 Future Agenda Items

- a. Budget 2026/27
- b. SRT Lease agreement
- c. EMR schedule
- d. To approve the grant applications received.

43/25 DATE OF NEXT MEETING

The next meeting will be held on 10th November 2025 at 7.00 pm Social Centre Bell Lane Northchurch HP4 3 RD