



NORTHCHURCH PARISH COUNCIL

Clerk to the Council: Usha Kilich

Northchurch Parish Council

PO Box 2603

Kings Langley

WD4 4EJ

Tel.07543493002

email:[clerk@northchurchparishcouncil.gov.uk](mailto:clerk@northchurchparishcouncil.gov.uk)

[www.northchurchparishcouncil.gov.uk](http://www.northchurchparishcouncil.gov.uk)

**Minutes of the Extraordinary Meeting of Northchurch Parish Council  
Monday 29th January 2024 at 7.15 pm (meeting commenced at 19.41)  
at Social Centre, Bell Lane, Northchurch, HP4 3 RD**

Those present: Cllr's Capozzi, Mark Somervail, Neil Pocock, Parul Dix, and Lyndsey Abercromby.

Also present: Mrs Usha Kilich Proper Officer

**EX/25/23**

**APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence

Resolved, proposed by Cllr Capozzi seconded by Cllr Pocock to accept apologies of absence from Cllr's Godfrey for the reasons stated in the email. Unanimously agreed.

**EX/26/23**

**DECLARATIONS OF INTEREST**

To declare an interest linked to any item on the agenda.

Cllr Pocock declared interest in item EX/29/23 b, Cllr Pocock exited the room during the decision-making.

**EX/27/23**

**Public Participation**

There were no members of the public present.

**EX/28/23**

**Chairman's Report**

Nothing to report.

**EX/29/23**

**Financial Matters**

a. Cllr Capozzi proposes to appoint an Internal Auditor for 2023/24

Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to appoint Audition Solutions to carry out the Internal Audit for 2023/24. Unanimously agreed.

b. Cllr Somervail proposes to review the quotations received to install a new park bench and concrete bollards and agree who to award the work to  
Resolved, proposed by Cllr Somervail, seconded by Cllr Dix, to award the contract to Paul Burns (Hertfordshire Drives and Gardens) for the bench removal/replacement, and installation of the bollard. Unanimously agreed.

**EX/30/23**

**Exclusion of Press and Public:** To resolve that under Section 1 of the Public Bodies (admission to meetings) Act 1960 the public and press be excluded for the remainder of the meeting because it is likely that publicity would prejudice the public interest because of the confidential business to be transacted or for other special reasons stated in the resolution, arising from the nature of the business proceedings.

- a. In January 2023, it was agreed the Clerk would have a pay-freeze for the year 2023/24. Therefore, Cllr Capozzi proposes to reverse the decision made at the Full Council (by Special Resolution) meeting on Monday 27<sup>th</sup> November 2023 to apply a 4% increase for 2023/24.

Resolved proposed by Cllr Capozzi, seconded by Cllr Somervail to reverse the decision made on 27<sup>th</sup> November 2023 by special resolution. Unanimously agreed.

- b. To maintain alignment of the Clerk's salary on the NALC Spinal Column Pay (SCP) after the pay-freeze, Cllr Capozzi proposes the Clerk move from SCP 42 to SCP41 from April 2024.

- c. Cllr Capozzi proposes that for the year 2025/26, on achievement of her qualification of 'Community Governance' the Clerk salary is increased to SCP 42.

Resolved, proposed by Cllr Capozzi, seconded by Cllr Somervail to accept the above proposals. Unanimously agreed.

**EX/31/23**

**DATE OF NEXT MEETING**

The next meeting will be held on Monday 11<sup>th</sup> March 2024 Meeting at 7.00 pm Social Centre Bell Lan Northchurch HP4 3 RD.

The meeting concluded at 19.46.