



# NORTHAW & CUFFLEY PARISH COUNCIL

7 Maynard Place, Cuffley, Herts, EN6 4JA  
Telephone: 01707 875825

## NORTHAW & CUFFLEY PARISH COUNCIL MEETING HELD IN CUFFLEY HALL, MAYNARD PLACE, CUFFLEY EN6 4JA ON WEDNESDAY 11 MARCH 2026, 7pm

### Members in attendance

Cllr C Burrows  
Cllr B Cheetham  
Cllr J Henderson  
Cllr C Omand

Cllr B Roberts  
Cllr P Singleton  
Cllr D Sive (Chairman)  
Clerk to the Council, Mrs L Peters

### Other attendees

Two members of the public one was audio recording the meeting and the Northaw & Cuffley Office Manager.

### 25/26-64 APOLOGIES & ANNOUNCEMENTS

Apologies were not received from Cllr Clark who was absent from the meeting. It was noted that the meeting being held on a Wednesday evening would clash with WHBC cabinet and other meetings resulting in the Borough Councillors being unable to attend perhaps consider movements of the meetings to a different evening.

### 25/26-65 DECLARATIONS OF INTEREST

None raised in advance. It was noted that should any conflicts become apparent that they would be raised at the appropriate time and noted. Cllr Cheetham raised that he was a Trustee of Cuffley Hall.

### 25/26-66 QUESTIONS FROM THE PUBLIC

*7.02pm Standing Orders were suspended so members of the public could ask questions/make statements to the Council.*

*The following matters were raised:*

*A question asking if the Parish Council will get paid for advice on the 1000 houses as mentioned in Item 69c. ANSWER: This is an approval for a quotation for said advice and will be answered later in the meeting.*

*7.03pm Standing Orders reinstated*

### 25/26-67 MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

Minutes of the Parish Council meeting held 14<sup>th</sup> January 2026, were noted as circulated. The minutes as presented were duly proposed, seconded and **RESOLVED** by a unanimous show of hands to be a true and accurate record of the meeting. Minutes were duly signed by the Chair of Council. Signed copies are noted to be on file and in the Parish Council records at the archive as required.

**Motion carried.**

### 25/26-68 FINANCE – AUDIT, POLICY AND MONTHLY COMMITMENTS

#### a) Retrospective approval of payments March 2026 & April 2026

Councillors noted the circulated and approved payment schedule for January 2026. Payments 193-219 were paid by BACS through Unity at the end of January a total of £70,432.27. Also circulated was the February 2026 payment sheet with payments 220-250 which were paid by BACS through Unity at the end of February a total of £16,086.75. All payments as noted would be confirmed within these minutes. Payments were duly proposed, seconded, and unanimously **RESOLVED** by a show of hands.



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### b) **Delegated authority for March 2026 and April 2026**

The Clerk was given delegated authority to make the March 2026 and April 2026 payments required for months 12 & 1. This was subject to sign off by two councillors prior to payment and that the payment sheets would be retrospectively approved at the May 2026 meeting, this motion was duly proposed, seconded, and unanimously **RESOLVED** by show of hands.

**Motion carried**

**25/26-69**

### **FINANCE AND APPROVAL OF PROJECTS 2025/26**

#### a) **Replacement of the PIR Light at KGV Office**

The report was noted as circulated. After debate on the report it was duly proposed, seconded and **RESOLVED** by a majority show of hands that the following works be carried out with a budget of £200 was approved for the works as laid out **RESOLVED** by a majority show of hands,

**Motion carried.**

#### b) **Water Mapping and Leak Detection KGV**

**This item would be deferred until the report is complete.**

#### c) **Welwyn Hatfield Local Plan Response**

The Clerk confirmed that the quote for a technical response was £2,750 and this included one revision, will be with the Parish Council on 19<sup>th</sup> March and for review. After debate on the report it was duly proposed, seconded and **RESOLVED** by a majority show of hands that the following works be carried out with Stantec as quoted with a budget of £2,750 approved for the works as quoted **RESOLVED** by a unanimous show of hands.

**Motion carried.**

There was a green belt comment from Cllr Singleton which would be considered **in the response if** appropriate.

#### d) **Captain Leefe Robinson memorial**

The report was noted as circulated. After debate on the report it was duly proposed, seconded and **RESOLVED** by a majority show of hands that the following works be carried out the plaques that had been well cleaned by Sally be put back and an event be planned for 3rd September this would be the 10th anniversary. A budget to be determined once the event and plans were in place.

**Motion carried.**

**25/26-70**

### **KGV PROJECT**

The drawings were noted as circulated the following comments and changes were required:

- Cllr Cheetham - remains concerned about the sheer and fixings of the fishing nets
- Cllr Henderson – raised insurance concerns with regards the net and rock and wished the fence around the smaller area to be ensured to be bolder in the drawings
- Cllr Omand expressed his thanks to the working party, he thought it would have a positive impact on the community. However, wanted to raise the removal of the MUGA as a space for people to meet and share and the loss of basketball provision. He also raised the idea of Padel courts, but this was being addressed at the May meeting.



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25/26-71

### LANDOWNER & LEGAL MATTERS

**a) Cuffley Hall roof fix and survey for PPP (Planned Preventative Maintenance)**

The report was noted as circulated. After debate on the report it was duly proposed, seconded and **RESOLVED** by a majority show of hands that the following works be carried out at a cost of £1,950 for the updated survey.

**Motion carried.**

**b) Tournament Cuffley FC Annual Agreement**

The document was noted. There were no comments or changes. It was agreed for both parties to sign.

**c) Cuffley FC Annual Agreement for organised football matches**

The document was noted. There were no comments or changes. It was agreed for both parties to sign.

**d) Orchard Lease**

The lease has been signed by all parties. A signed copy has been shared with the Northaw Orchard, Welwyn Hatfield Borough Council and will shortly be registered with the Lands Registry.

**e) Sopers Road Car Park Meeting request**

The request from the business owner was noted. It was discussed at length and agreed that unless a group of business owners got together to make a proposal then this should go to WHBC as members felt that they didn't have enough knowledge out know whether the suggestions would be viable or not moving forward.

25/26-72

### PARISH COUNCIL WORKING GROUPS

**a) Highways & Footpaths**

Cllr Omand advised there was no update at the moment, next meeting would be arranged very soon and a list of what items might be covered.

**b) Planning**

Meetings are being held every 3 weeks on Zoom although the last meeting was postponed due issues with WHBC website and information on planning applications.

**c) KGV**

The KGV Working Party was not meeting at the moment but would be maintained as a group in case there were decisions to be made later in the process.

25/26-73

### PARISH ADMINISTRATION

**a) Clerk report**

The following verbal report confirmed the following matters:

- Hertfordshire County Council is consulting residents and stakeholders on proposed changes to library opening hours across the county. The consultation runs from 6 March to 5 May, and no final decisions have yet been made.

The proposals include removing Sunday opening at six libraries; Bishop's Stortford, Hemel Hempstead, St Albans, Stevenage Central, Watford Central and Welwyn Garden City Central.



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In addition, it is proposed that evening opening hours at Welwyn Garden City Central Library be reduced from five evenings per week (currently open until 7pm) to one evening per week, bringing it in line with other libraries of a similar size.

The Council has confirmed that all 46 public libraries within the Hertfordshire library network will remain open, with weekday and Saturday opening hours unchanged. Residents and stakeholders are invited to provide feedback before any final decision is taken.

From 1 April 2026, the National Living Wage will increase to £12.71 per hour, which is above the current NJC SCP 02 rate of £12.65. To remain legally compliant, the Council will temporarily increase the hourly rate for staff on SCP 02 to £12.71 from that date.

The 2026/27 NJC national pay award has not yet been agreed. Once it is announced, salaries will be reviewed and any necessary adjustments will be made accordingly.

The next Parish Council meeting will be the Annual Parish Council Meeting on Wednesday 13th May 2026 with papers and agenda being issued Friday 8th May 2026. The closing date for motions and items of business will be Friday 1st May 2026.

### **b) Updating residents and content for Update**

Resident email was circulated to all councillors. Councillors noted the contents and would consider for future editions but were content with the contents for this edition.

### **c) Matters for reporting since issuing agenda (and questions to Clerk)**

- There was a question raised on Peter's Wood which would be on the next agenda
- There was a positive comment on the library consultation.
- Can we advise the Orchard in urgent tree works now the lease has been signed.

**24/25-78**

The Chairman closed the meeting and thanked everyone for their attendance and participation at 8.11pm.

### **Meeting closed at 8.12pm**

L Peters LCGI PSLCC CPFA CiLCA  
Clerk to the Council  
Drafted 23rd April 2026  
For approval by Council 13<sup>th</sup> May 2026



IN COLLABORATION WITH SLCC, NALC, OVV, COUNTY ASSOCIATIONS

Signed by Chair  
Cllr Sive



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### NORTHAW & CUFFLEY APPROVED PAYMENTS LIST – Q4 2025/26

Approved payments for January (Month 10)			
Ref. No	Payment To	Payment For	£ inc. VAT
193	Herts Tool Co.	fencing rental (Xmas trees)	£107.40
194	BNC Associates	Quarterly rent - 7 MP Office	£18.75
195	BNC Associates	Quarterly service charge	£306.50
196	Cut n Dried Florist	CCllr bouquet Xmas lights	£25.00
197	AVA Recreation Ltd	KGV playground inspection	£90.00
198	Parish Online	Website/email (Annual bill)	£776.40
199	Office Manager	Exps (Staff Xmas lunch)	£98.25
200	KG Treecare	Tree works at KGV	£3,880.00
201	Hertfordshire CCTV	KGV router SIM renewal	£630.00
202	Parish Online	Mapping software (annual)	£278.40
203	Herts Full Stop	Cable ties and Hazard tape	£30.04
204	Sun Cleaning	Window Cleaning Dec 7MP	£20.00
205	Rural	Closed Churchyard	£230.40
206	Rural	Gen Grounds Maintenance	£1,362.05
207	Sunney SSurfaces	December line marking	£711.50
208	Crystal DMS Ltd	KGV Drain survey (crawler)	£1,800.00
209	KG Treecare	NPF tree works	£320.00
210	Chairman	Exps Meeting refreshments	£28.00
211	Konica Minolta	Photocopying lease 7MP	£102.60
212	Rural	Christmas tree fencing	£180.00
213	Henderson & Taylor	Tender Sopers Road CP	£56,235.48
214	TBS Hygiene Ltd	Litter bin collections	£966.00
215	TBS Hygiene Ltd	Dog waste bin collections	£210.00
216	Flowbird	Smartfolio February invoice	£47.88
217	L&T Illuminations	Christmas Lighting Display	£1,613.28
218	Konica Minolta	Printing (Oct to Jan 2026)	£35.90
219	Herts Tool Co.	fencing rental Xmas Trees	£328.44



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<b>Approved payments for February (Month 11)</b>			
<b>Ref. No</b>	<b>Payment To</b>	<b>Payment For</b>	<b>£ inc. VAT</b>
220	Herts Tool Co.	Fencing rental Xmas Trees	£135.96
221	Substance Design	Update Issue 88 Design	£800.00
222	ABC Fencing Ltd	Repairs MPCP height barrier	£444.00
223	Cuffley Hall	Council Meeting 14th Jan	£57.00
224	Rural	Gen Maintenance villages	£1,362.05
225	Herts Full Stop	Office supplies	£25.75
226	SLCC	Office Mngr membership	£379.00
227	Rural	Grounds maint churchyard	£230.40
228	Sunney SServices	Line marking - Jan invoice	£743.90
229	Sun cleaning	Jan windows 7 MPlace	£20.00
230	Office Manager	Expenses (Key cutting)	£5.25
231	Trace Surveys	Water mapping at KGV	£1,020.00
232	AVA Recreation	KGV Play equipment repair	£745.69
233	AVA Recreation	New gate NPF playground	£2,442.00
234	Direct Boot	LS replacement work boots	£45.54
235	HD Print	Printing Update issue 88	£1,248.00
236	Rural	Reduction hedgerow NPF	£1,440.00
237	TBS Hygiene	Litter bin collections	£772.80
238	TBS Hygiene	Dog waste bin collections	£168.00
239	Direct Boot	General staff workwear	£121.14
240	Flowbird	Smartfolio (UI00023150)	£47.88
241	Agrovista	Grass seed for KGV	£93.60
242	Royal Mail	Door2Door Update 88	£393.79
243	HAPTC	Invoice for staff training	£15.00
244	Rural	Infill NPF reinforce boundary	£468.00
245	Rural	Remove wire fencing at NPF	£696.00
246	Rural	Infill NPF where fence rem	£1,032.00
247	Rural	Dumped tree from NPF	£48.00
248	Rural	Tidy/removing dieback from	£192.00
249	Rural	Removal fixings, MP parking	£312.00
250	Flowbird	P&D machine tickets	£582.00