



NORTHAW & CUFFLEY PARISH COUNCIL

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

NORTHAW & CUFFLEY PARISH COUNCIL MEETING HELD IN THE PARISH COUNCIL OFFICES, 7 MAYNARD PLACE, CUFFLEY EN6 4JA ON THURSDAY 16 JULY 2026, 10am

Members in attendance

Cllr B Cheetham
Cllr B Roberts
Cllr P Singleton

Cllr D Sive (Chairman)
Office Manager, S Griffiths (Clerking mtg)

Other attendees

Two members of the public, joined briefly by a 3rd at 10:15, and left at 10:19.
1 member recording

26/27-14

APOLOGIES & ANNOUNCEMENTS

Apologies were accepted from Cllr Henderson, Cllr Burrows, and Cllr Omand, for the reasons stated.

Apologies were not accepted from Cllr Clark, for the reasons stated.

Decision duly proposed, seconded, and **RESOLVED** by a majority show of hands.

One member abstained.

The Chair asked for it to be noted that Cllr Clark had not attended 10 of the 16 meetings since May 2024.

Questions were asked, and answered, regarding the legal requirement for a Councillor to attend at least one meeting in any six month period.

26/27-15

DECLARATIONS OF INTEREST

No interests were noted with regards to the agenda.

26/27-16

QUESTIONS FROM THE PUBLIC

10.05pm Standing Orders were suspended so members of the public could ask questions/make statements to the Council.

One member of the public made a statement pertaining to item 26/27-20c.

10.08pm Standing Orders recommenced

26/27-17

MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

Minutes of the Parish Council meetings held 13th May 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.

26/27-18

REPORTS FROM WORKING PARTIES & ADOPTION OF TERMS OF REFERENCE

a) Report noted from the recent KGV working party meeting.

MOTION: Approve the release of the Community Consultation elements of the KGV Feasibility Study Report produced by Groundwork East.



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MOTION: To commission a detailed funding breakdown, including funding sources, available balances, and associated restrictions, prior to considering any further proposals for the project, with delegated authority given to the Clerk to complete the necessary enquiries.

These motions were dealt with en-bloc, and were duly proposed, seconded and **RESOLVED** by a unanimous show of hands.

Motions carried.

b) Report noted from the recent Highways and Footpaths working party meeting. It was commented that the meeting was a very constructive one, and the Chair asked for it to be noted in the minutes that Cllr Omand had done a great job, both with the work being done and the way he is making progress.

c) Terms of Reference for the following committee and working party were reviewed:

- i. HR/Staffing Committee
- ii. Highways & Footpaths Advisory/Working Group

A motion to accept these Terms of Reference, en-bloc, as reviewed and adopted for the Council year 2026-2027 was duly proposed, seconded and unanimously **RESOLVED** by a show of hands.

Motion carried.

26/27-19

FINANCE & INTERNAL AUDIT

a) Retrospective Approval of payments May & June 2026

Councillors noted the circulated payment schedule for March and April 2026. Payments 21-36 were paid by BACS through Unity on 01/06/2026 a total of £16,231.59. There were no questions on the payments made.

Payments 37-57 were paid by BACS through Unity on 30/06/2026 a total of £8,755.44. There were no questions on the payments made.

The payments as noted would be confirmed within these minutes.

b) Delegated authority for July and Aug 2026 payments

Delegated authority was given to make the July payments for Month 4 and for August payments for Month 5. This was subject to sign off by the RFO and two councillors prior to payment and that payment sheets would be retrospectively approved at the September 2026 meeting

A motion to accept these two items, en-bloc, was duly proposed, seconded, and **RESOLVED** by a unanimous show of hands.

Motion carried.

c) Receipt of the internal auditor report for 2025/26 was duly noted, and the report was discussed by councillors.

d) It was noted that recommendations were made for actions required following the internal auditor report 2025/26.

This matter was deferred to a future meeting, along with the additional AGAR requirements for 2025-2026.

e) Receipt of the internal auditors signed page 3 of the NCPC Annual Governance Annual Return 2025/26 was duly noted.



26/27-20

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FINANCE – REPORTS ON PROPOSED EXPENDITURE AND ACTION

- a) A report regarding a request for an additional litter bin in the Millennium Gardens, Cuffley, was considered.

MOTION: To purchase and install a second, single, bin at Millennium Gardens, in a suitable location, and an additional single bin for KGV to replace a fire-damaged bin, with delegated authority given to Clerk to manage the requirements.

This motion was duly proposed, seconded, and **RESOLVED** by a unanimous show of hands.

Motion carried.

- b) A report regarding the proposed relining of Maynard Place Car Park was considered.

MOTION: To carry out the relining of Maynard Place Car Park, with contractor B at a cost of £1,375.00 plus VAT, with delegated authority given to Clerk to manage the requirements.

This motion was duly proposed, seconded, and **RESOLVED** by a unanimous show of hands.

Motion carried.

- c) A report regarding the bi-annual maintenance and planting of the troughs in Northaw was considered and discussed at length.

MOTION: Extend thanks to the volunteer who has been carrying out this work, and allow payment of an invoice supplied, for planting supplies, for works completed.

Caveats:

- Establish ownership of the troughs.
- Ascertain a suitable statute to allow payments to continue, or for payment to be taken from the Chairmans allowance.
- Formalise the current situation regarding the maintenance of the planters.
- Put in place a volunteer expenses policy.

This motion was duly proposed, seconded, and **RESOLVED** by a unanimous show of hands.

Motion carried.

- d) A report regarding the Cpt. WL Robinson VC memorial rededication event on 3rd September 2026 was considered.

MOTION: The council resolves to approve a budget of £3,000 for the arrangements for the event on 3rd September 2026 for the rededication of the Cpt WL Robinson VC memorial.

This motion was duly proposed, seconded, and **RESOLVED** by a unanimous show of hands.

Motion carried.



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26/27-21

LANDOWNER & LEGAL MATTERS

- a) A report detailing a request from the Tennis Club regarding Padel Courts was reviewed.

MOTION: Councillors thank the Tennis Club for submitting its proposal. However, they regret that they are unable to consider the proposal for approval until there is a clearer understanding of the full scope of the plans for KGV.

This motion was duly proposed, seconded, and **RESOLVED** by a unanimous show of hands.

Motion carried.

26/27-22

PARISH ADMINISTRATION

- a) The following updates were noted:
- The progress on the drainage works at KGV was noted, with works proposed to be completed by the end of the month.
 - Update on the, separate, matter of the Thames Water sewer repair and subsequent clean up works on the KGV playing field
 - An update was given regarding the Clerk, following her accident reported previously. It was requested, by all present, that regards were sent to The Clerk, along with hopes for a continued recovery.
- b) Requests from the NCRA, relating to Update, and the Bowls Club, regarding signage for KGV, were noted for inclusion at a future meeting.

Cllr Sive left the meeting at 11.38am, Cllr Roberts agreed to Chair the meeting in his absence

- c) Questions were asked and answered regarding the challenges that would need to be overcome to allow the installation of signage outside KGV.

Cllr Sive returned at 11.40am, and resumed the Chair

26/27-23

QUESTIONS FROM THE PUBLIC

11.41am Standing Orders were suspended so members of the public could ask questions/make statements to the Council.

- A member of the public shared their experiences regarding the commissioning of Highways tourist signage.
- A question was asked regarding Council knowledge of financial information regarding a Council contractor. This question could not be answered at the time.
- Questions were asked, and answered, about the Thames Water sewer repair at KGV.
- A question was asked, and answered in the negative, regarding current contact with a former councillor.

11:50am Standing Orders recommenced

The Chair of Council thanked all for their attendance and closed the meeting.



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Meeting closed at 11:50pm

S Griffiths CiLCA
Office Manager



IN COLLABORATION WITH SLCC, NALC, OWW, COUNTY ASSOCIATIONS

Drafted 17th July 2026

For approval by Council 9th September 2026

Signed by Chair
Cllr Sive

NORTHAW & CUFFLEY APPROVED PAYMENTS LIST – Q1 2026/27

Approved payments for May (Month 2)

21	Rialtas	Year End 2026 Omega Gold Scheme	£1,104.00
22	Derrick Wade Waters	External building report and planned maintenance programme	£2,340.00
23	AVA Recreation Ltd	April inspection and maintenance	£330.00
24	Rural	Northaw churchyard grounds maintenance	£230.40
25	Rural	Northaw and Cuffley general grounds maintenance	£1,362.05
26	KG Treecare	Tree survey works Northaw Orchard	£720.00
27	Complete Fire Protection (Watford) Ltd	Annual service of fire extinguishers at KGV	£63.90
28	Sunney Sport Surfaces Ltd	April pitch lining and consumables	£849.74
29	TBS Hygiene Ltd	Dog waste bin collections	£226.80
30	TBS Hygiene Ltd	Litter bin collections	£1,767.60
31	Flowbird Smart City UK Ltd	Smartfolio	£47.88
32	Clear Councils	Insurance renewal	£5,611.15
33	Substance	Update issue 89	£600.00
34	Watermatic Irrigation Solutions	Repairs to faulty valve system Station Road	£421.07
35	Watermatic Irrigation Solutions	Irrigation system recommissioning (Maynard Place/Station Road)	£537.00
36	Sun Cleaning	7MP window cleaning (April)	£20.00
			£16,231.59



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NORTHAW & CUFFLEY APPROVED PAYMENTS LIST – Q1 2026/27

Approved payments for June (Month 3)

37	TBS Hygiene Ltd	Credit note for missed bins - 13th April (074789)	-£60.00
38	Hertfordshire Garden Machinery Ltd	Annual service TORO WORKMAN GTX ELECTRIC (074789)	£957.98
39	HD Print (Hertfordshire Display Ltd)	Foamex replacement sign QEII tree KGV (123289)	£36.00
40	Hertfordshire Garden Machinery Ltd	Aspen 2 & 4 purchase (fuel for equipment) (074806)	£52.00
41	Cuffley Hall	Hall rental for May Council Meeting (CVC-2026-088)	£57.00
42	Sun Cleaning	Window Cleaning 7MP May 2026	£20.00
43	Rural	Churchyard Grounds Maintenance (114733)	£230.40
44	Rural	Villages Grounds Maintenance (114772)	£1,362.05
45	Chairmans Expenses (001)	Refreshments for meeting	£17.50
46	AA Sheriff & Son	KGV annual pitchworks (Spring works)(7123)	£1,741.66
47	Sunney Sports Surfaces Ltd	CFC tournament lining (1067)	£900.00
48	HD Print (Hertfordshire Display Ltd)	Update 89 (123291)	£1,164.00
49	Royal Mail	Distribution of Update 89 (9076100146)	£542.51
50	Direct Boot and Embroidery Ltd	Summer staff t-shirts (DB7426)	£52.74
51	Flowbird Smart City UK Ltd	Smartfolio Easy Plus (July) (UI00026145)	£47.88
52	TBS Hygiene Ltd	Dog waste bin collections (8750)	£184.80
53	TBS Hygiene Ltd	Litter bin collections (8749)	£883.20
54	TBS Hygiene Ltd	Credit from overcharging from May invoice (8751)	-£691.20
55	Firstaid4less	Defibrillator pads (Northaw Village Hall) (4852880)	£334.92
56	ABC fencing	Repairs to MPCP barrier (INV 6773)	£442.00
57	Bat Tree Surveys	Aerial tree assessments at Home Wood (387)	£480.00
			£8,755.44