



NORTHAW & CUFFLEY PARISH COUNCIL

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

NORTHAW & CUFFLEY PARISH COUNCIL EXTRA ORDINARY MEETING HELD IN THE PARISH COUNCIL OFFICES, 7 MAYNARD PLACE, CUFFLEY EN6 4JA ON THURSDAY 23 JULY 2026, 10am

Members in attendance

Cllr C Burrows
Cllr B Cheetham
Cllr P Singleton

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

Other attendees

One member of the public, along with Cllr Thomson (HCC) and Cllr Fitzsimon (WHBC)
At 10:20 Cllr Seeger (WHBC) joined the meeting.

26/27-24

APOLOGIES & ANNOUNCEMENTS

Reasons for absence were accepted from Cllr Henderson, Cllr Omand, and Cllr Roberts.

It was requested to be noted that no apologies were received from Cllr Clark.

26/27-25

DECLARATIONS OF INTEREST

No interests were noted with regards to the agenda.

26/27-26

QUESTIONS FROM THE PUBLIC

10.03pm Standing Orders were suspended so members of the public could ask questions/make statements to the Council.

There were no questions.

10.03pm Standing Orders recommenced

26/27-27

COUNCIL DOCUMENTATION REVIEW

a) Asset register 2025-2026:

It was noted that the 2025-2026 Asset register had been circulated and reviewed.

Following questions asked about specific assets, it was agreed to report back to Councillors with the information requested.

A vote to accept the 2025-2026 Asset Register, was duly proposed, seconded and **RESOLVED** by a unanimous show of hands.

b) Insurance 2026-2027:

Following questions asked about the renewal process and the cost for the previous year's insurance, the insurance renewal details were noted for 2026-2027.

It was requested that the renewal of insurance for 2027/2028 is to be reviewed by Councillors prior to confirmation.



26/27-28

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INTERNAL AND EXTERNAL AUDIT 2025/26

a) NCPC Balance Sheet 2025-2026:

The balance sheet for 2025/2026 was noted as being circulated.

It was duly proposed, seconded and **RESOLVED** by a unanimous show of hands that the 2025/26 Balance Sheet be signed by the Chair and the Clerk of the meeting

b) Annual Governance and Accountability Return (AGAR) 2025/26 Section 1:

It was duly proposed, seconded and **RESOLVED** by a unanimous show of hands that the responses to section 1 of the NCPC AGAR 2025/26 should be marked yes for assertions 1,2,3,5,6,7 and 8, no to assertions 4 and 10, and n/a to assertion 9, and that it should be accepted and signed as such.

The Chair of Council and Clerk of the meeting then signed Section 1 of the AGAR 25/26, which was recorded as minute 26/27-28b

Annual Governance and Accountability Return (AGAR) 2025/26 Section 2:

It was noted that the figures for section 2 had been circulated and these had been signed by the Clerk/RFO on 2/7/26.

There were no questions and it was duly proposed, seconded and **RESOLVED** by a unanimous show of hands that section 2 of the NCPC AGAR was accepted and should be signed by the Chair.

The Chair of Council then signed Section 2 of the AGAR 2024/25, recorded as minute 26/27-28b

c) Notification of the period of public rights:

It was duly noted by Council that the public rights period for 2025/2026 were confirmed as starting from Friday 24 July 2026 and ending exactly 30 working days later, which would be Friday, 4th September 2026. This was recorded as minute 26/27-28c.

These dates would be confirmed with PKF Littlejohn LLP and displayed on the Council website, in the window of the Council offices, and in the Parish notice boards.

d) Action items from the Internal Auditors report:

It was noted that a report of the Action items from the Internal Auditors report had been circulated and reviewed.

MOTION: To proceed with the actions, as detailed in the recent Internal Auditors' report, with delegated authority given to the Clerk to carry out the actions required, and item 1 being referred to the next HR Committee.

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



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26/27-29

QUESTIONS FROM THE PUBLIC

10.29am Standing Orders were suspended so members of the public could ask questions/make statements to the Council.

- A member of the public asked questions relating to the insurance of the KGV Pavilions. For the questions that could be answered at the meeting, it was agreed to send a response once further investigation had been carried out.
- A question was asked, and answered, regarding the audits.

10:32am Standing Orders recommenced

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

Meeting closed at 10:33pm

S Griffiths CiLCA
Office Manager

Drafted 24th July 2026
For approval by Council 9th September 2026

Signed by Chair
Cllr Sive



**Civility &
Respect**

IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS