

DRAFT MINUTES OF ORDINARY COUNCIL MEETING

On Thursday 08 April 2021 at 7.00pm

Pursuant to Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020,
This meeting was held via Zoom video conference facility.

Present:

Chairman: Cllr. Reedman
Councillors: Cllr Dyett, Cllr Davies, Cllr Howat, Cllr Hall and Cllr Johnston
Clerk: Josie Flavell (Mrs)
Public: 2 Members of public

MINUTES

ORDINARY MEETING

20/045 APOLOGIES

No apologies reported.

20/046 PUBLIC PARTICIPATION

There were no reports to be heard from members of the public.

20/047 DECLARATION OF INTERESTS

- There were no declarations of any Disclosable Pecuniary or Other Interests or reported.
- There were dispensations or written requests for dispensation of DPI to consider.

20/048 MINUTES

Council RESOLVED to the Chairman approving and authorising the Ordinary Parish Council Meeting Minutes of the Ordinary Meeting held on 04 March 2021, as a true and accurate record.

ITEMS FROM PREVIOUS MINUTES

20/049 Play Area (Min Ref. 20/006)

- Council RESOLVED to agree to approve The Play Inspection Company quote for the annual play inspection. The Clerk is to agree a date with them and update Cllr Davies and Chairman Reedman.
 - The extension of the inspection rota beyond week commencing 22nd March has already been agreed with all 5 members and issued to all.
 - Council NOTED the proposals of the Village Hall Committee to consider extending a footpath from the changing rooms round the building corner, to link to the rear veranda and within the play area from the hall emergency door to the basketball court. Cllr Davies stated that the safety zone needs to be reviewed, as Council need to ensure there is sufficient width between the play equipment and the area where the path is to be installed.
Council RESOLVED to agree to this request in principle, subject to the new path not interfering with the drainage and the safety zone for the play equipment.
 - Chairman Reedman reported there is £1k in the budget for maintenance and the blue seated area is circa 16 years old and in need of renovating. Council RESOLVED to Cllr Davies gaining professional quotes for this to be re-painted and to bring this back to the next meeting.
- Grass seeding – Cllr Davies reported that the weather has not been good/warm enough to do this but agreed to complete this over the weekend; weathering permitting. Council also agreed for top soil to be added and Cllr Davies to arrange the purchase of this.

PR/SD

PR
SD

20/050	<p><u>Information Board Project (Min Ref. 20/007)</u></p> <p>Cllr Johnston shared a copy of the title deeds and plan from HM Land Registry via Zoom, and it was clear that the land is owned by the Primary School. Cllr Johnston agreed to liaise with the Headteacher concerning this matter and to ask permission to trim back the hedge. Cllr Howat is to email Cllr Johnston the size of the board, to aid her discussions with the School.</p> <p>The Clerk reported that planning permission is required and the cost for this is half price and under £100. If the school is happy for Council to proceed, Cllr Howat will start the planning permission process.</p>	RJ
20/051	<p><u>Whipping Cross (old Market Cross) (Min. Ref. 20/008)</u></p> <p>a) Cllr Davies reported that a Method Statement is required as part of the planning application and, including a map of the site. Cllr Davies will use the English heritage plan for this and will attached the Condition report also.</p> <p>Cllr Davies, Chairman Reedman and the Clerk recommended for Council to agree to the more expensive quote to replace the majority of the stones, so that Council will not have to revisit this again in the future.</p> <p>b) Council considered and RESOLVED to formally approve the quote from David Sleight for £2,600. The Clerk is to send the purchase order tomorrow.</p>	SD JF
20/052	<p><u>59/60 Bus Service (Min. Ref. 20/009)</u></p> <p>Chairman Reedman reported that the service is continuing, and the new timetable will commence from the 18th April. Two days per week the bus is to travel to Market Harborough (Tues and Fri) and 3 days per week (Mon, Wed, Thurs) to Northampton, with a detour via Brixworth.</p> <p>The time spent in Market Harborough has reduced by 6 minutes to 2 hours and 9 minutes to the timetable changes but it's not an issue and the contract will go through until next April and will be revisited at that time.</p> <p>The Clerk to add the timetable to the PC Facebook page, once received.</p>	-
20/053	<p><u>Dog Waste (Min Ref. 20/010)</u></p> <p>Council NOTED an article for the forthcoming Naseby News, concerning dog waste bags being dropped in the churchyard.</p> <p>Council considered the current dog waste bin in front of the Fitzgerald Arms is too small and is not readily visible from Newlands and RESOLVED to the Clerk gaining quotes for a larger waste bin and re-siting it, in readiness for the next meeting.</p>	JF
20/054	<p><u>Naseby to Fairfax Footpath (min Ref. 20/016)</u></p> <p>a) Cllr Johnston and Chairman Reedman agreed to meet to decide as to what type of sign is required. Agreed for the sign to be installed on the land by the Obelisk, however, it was suggested it be attached to the streetlight across the road from this site. The Clerk is to liaise with Highways to find out exactly what sort of caution sign is required due to pedestrians.</p> <p>b) Not applicable.</p>	RJ/PR
20/055	<p><u>Proposed Benches (Min Ref. 20/022)</u></p> <p>The Clerk is to circulate the bench quotes received thus far and find out costs for the installation of the benches in readiness for the next meeting.</p>	JF
20/056	<p><u>Internal Controls Statement (Min Ref. 20/029)</u></p> <p>Council agreed to approve the draft Internal Control Statement, subject to a final check.</p>	JF
20/057	<p><u>CCTV</u></p> <p>This item is to be deferred to the next meeting.</p>	JF/PR
GENERAL MATTERS		
20/058	<p><u>Accounting Statements – year ending 31st March 2021</u></p> <p>Council received and noted the contents of the year end Accounting Statement and bank reconciliation.</p>	JF
20/059	<p><u>Internal Control – Quarter 4 2020/21</u></p> <p>This item is to be deferred to the next meeting as there hasn't been enough time for Cllr Howat to review these prior to the meeting.</p>	JF
20/060	<p><u>SECTION 01 – Annual Governance and Accountability Return (AGAR)</u></p> <p>Council RESOLVED to the Chairman and Clerk/RFO authorising Section 1 of the AGAR for year ending 31st March 2021, as circulated to Council prior to the meeting.</p>	PR

20/061	<u>SECTION 02 - Annual Governance and Accountability Return (AGAR)</u> Council RESOLVED to the Chairman authorising Section 02 of the AGAR for year ending 31 st March 2021, as circulated to Council prior to the meeting.	PR
20/062	<u>Changes to Covid-19 Regulations and Remote Meetings</u> a) The Clerk reported that the current Emergency Covid-19 regulations are due to cease on 7 th May and central Government are not willing to extend them. When further information has been received from the Governing Bodies as to whether this will change, this information will be forward to Council. b) Council RESOLVED to agree to hold the Annual Parish Council Meeting in May and any subsequent meetings in person – socially distanced with face masks - at the village hall in the main meeting room, should the regulations not be extended.	JF
20/063	<u>Anglian Water</u> Council NOTED the letter sent by the Clerk to the CEO concerning issues experienced in recent months. A response has yet to be received. An Anglian Water Engineer, Karl Porter, has contacted Chairman Reedman and is taking the matter very seriously. They believe the excess pressure overnight is causing breaks in the pipeline and subsequently causing leaks and pressure loss. The last time a repair was made was two months ago but it burst again on the 29 th March.	-
20/064	<u>KWCB Nomination of Trustee Replacement</u> Council reviewed the paper circulated by Chairman Reedman prior to the meeting including details of the applicants and cast a vote to agree who should take the position of Trustee, with votes in favour of Scott Westaway to remain as Trustee.	PR
20/065	<u>Defibrillator</u> Council RESOLVED to ratify and approve the expenditure between meetings at a cost of £77.00 (exc. VAT) for the purchase of replacement pads and cabinet door light. There is an electrical fault on the defibrillator supply and Ian Watson is arranging for an electrician to attend. Cllr Dyett reported that Ian Watson has stepped down and Roger Carter has currently taken over with the help from Darren Lock.	-
20/066	<u>Playing Field Mowing Price Increase</u> Cllr Johnston shared the new contract with Council via Zoom and explained the costs involved. Council RESOLVED to the Chairman and Clerk approving the contract. Council considered and approved the price increase with Maximow, for additional rate for mowing between new saplings.	-
20/067	<u>Chairman's Report 2020/21</u> Council received and NOTED the Chairman's report for the 2020-21 year.	-
20/068	<u>Community Larders in West Northants</u> Council considered the request made by Community Larders and RESOLVED not to get involved.	-
20/069	<u>Bollard Replacements Adjustment</u> Council RESOLVED to reimburse Cllr Davies £70.00 for the purchase of the replacement bollard. Council agreed to defer agreeing the installation of the bollard to the next meeting.	-
20/070	<u>Tree Surgery Quotes</u> Council RESOLVED to approve the quote from Treeworx for £260 (exc. VAT), from those circulated prior to the meeting for work to be conducted to the tree outside of the Fitzgerald Arms.	JF
20/071	<u>Asset Register Review</u> Council reviewed and NOTED the contents of the updated Asset Register.	-
20/072	<u>Risk Assessments</u> Council agreed to defer this item to the next meeting. a) Covid-19 b) General RA c) Financial RA	JF
20/073	<u>Annual Parish Meeting</u> In light of the current Covid-19 regulation issues, a decision cannot be made at the current time.	-

PLANNING APPLICATIONS

20/074	<u>DA/2020/1185 Planning Application – The Maples, Newlands</u> Council RESOLVED to ratify the decision made between meetings not to object to this planning application.
20/075	<u>DA/2020/0144 Planning Application – 77 High Street</u> Council RESOLVED to ratify the decision made between meetings, not to object.
20/076	<u>DA/2021/0209 Planning Application – Land adjacent to 86 Church Street</u> Variation of Condition 2 of planning permission DA/2018/1037 (construction of detached dwelling) to reduce the footprint of the house and alter the window positions. Council RESOLVED to object to this application on the following grounds, with Chairman Reedman drafting a letter for the Clerk to submit to the Planning Department: <ul style="list-style-type: none"> ▪ A plan is required, along with the original plans so that changes made can be viewed. ▪ The sharing of the parking between the new house and 88 Church Street is insufficient. ▪ Highways safety due to additional parked cars.

20/077 ACCOUNTS

Accounts for Payment – Current Account
Council RESOLVED to all payments being made, as set out in the table below.

Ref.	Payee	Description	Power to Pay	Amount
ONLINE PAYMENTS VIA BACS TRANSFER & CHEQUE				
S/O	Josie Flavell	Clerk’s April Salary including home working allowance £397.28 salary / home allowance £37.50.	LGA 1972 S112 LGA 1963 S5	£434.78
001545	HMRC	April Tax/NI	LGA 1972 S112	£99.32
001546	Josie Flavell	Expenses: Mileage to Naseby and back x 2 journeys: election forms and cheque signing Mileage to Rugby (banking) plus car parking fee Mileage to Daventry DC to submit elections forms Vodafone contract reimbursement.	LGA 1972 S111 LGA 1972 S174	£71.40
001543	Maximow	Aeration and rolling of playing field – Inv. 2020/120	Open Spaces 1906 Act SS9 and 10	£312.10
001544	The Community Heartbeat Trust (Solutions) Ltd	Defib replacement pads (adult) and cabinet door light bulb – Inv. 8246	Public Health Act 1936 s234	£97.20
001547	Paul Reedman	Expenses: reimbursement for printer ink	LGA 1972 S111	£56.49
001548	E.on Energy Solutions Ltd	Streetlighting repair – High Street lamp – inv. 103228	Highways Act 1980 s 270	£28.16
001549	Viking Direct	Stamps and A4 envelopes – Inv. 148576	LGA 1972 S111	£104.04
Direct Debit Payments				
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 70252512 Feb-Mar	Highways Act 1980 s 270	£77.22
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 70252635 Feb-Mar	Highways Act 1980 s 270	£3.24

20/078	INCOME – TO BE CONFIRMED AT THE MEETING			
	Date	Account	Income Received	Amount
	31/03/21	Business Reserve	Bank Interest	£0.37

20/079	Balance of Accounts as at 31st March 2021	Earmarked Reserves:
	a) Business Reserve A/C £40,420.87	General reserve £15,750
	b). Current A/C £0.00	Sports Court £3,000
		CIL Money £4,850
		TOTAL £23,600

COUNCILLORS AREAS OF INTEREST

20/080	HIGHWAYS – there were no reports received.	SH
20/081	STREET LIGHTING – there were no reports received	PR
20/082	POLICE LIAISON and MOWING WARDEN – mowing reported under minute reference 20/066.	RJ

20/083	VILLAGE HALL COMMITTEE – a meeting has been held recently and the Village Hall Committee have agreed in principle to the CCTV idea.	LD
20/084	NASEBY BATTLEFIELD PROJECT – Cllr Howat gave the Battlefield Project Committee’s thanks for the recent grant.	SH
20/085	TREES AND FOOTPATHS – there were no reports received	SD
20/086	DEFIBRILLATOR – reported under minute reference 20/065.	LD
20/087	WELCOME BOOKLET – the Clerk is to create a new version of the booklet and circulate it to council for review.	JF
20/088	WIND FARM COMMUNITY FUND – reported under minute reference 20/064.	PR
<ul style="list-style-type: none"> ▪ There are problems with the parish notice board locks and Cllr Hall is to purchase spare keys or replacement locks. ▪ A village litter picking event is to take place from the village hall on Sunday 6th June at 10:30am. ▪ A dog poo spraying exercise around the village has taken place, including stencilling messages. ▪ The Duke of Edinburgh Award volunteers have carried out road sign cleaning. Dog poo bin cleaning is to be added to their list. 		
CIRCULATIONS TO NOTE		
20/089	Council NOTED all circulations. Emails: NCC – Covid-19 Updates/Information Emails: DDC – Covid-19 Updates/Information Emails: Spratton PC – 59/60 Bus Routes Emails: Good Neighbours – updates Emails: PKF Littlejohn – external auditors forms and update for external audit 2020/21 Email: KWCB – trustee correspondence Email: NCALC – Weekly Updates	
20/090	ITEMS FOR THE NEXT AGENDA	
<ul style="list-style-type: none"> ▪ There were no items reported. 		

The next meeting is to be held on Thursday 20th May at 7pm.

In the absence of further business, the meeting closed at 20:57pm

Signed:

Date: 20th May 2021

Paul Reedman – Chairman