

NASEBY PARISH COUNCIL

NOTICE OF ORDINARY COUNCIL MEETING

On Thursday 06 February 2020 at 7.45pm

Council Members are hereby summoned to attend a meeting of Naseby Parish Council to be held in The Village Hall, Fairfax Room, Haslebech Road, Naseby, NN6 6DE

Please inform the Clerk of your apologies, if you are unable to attend.

Email: clerk.nasebypc@outlook.com

Public Participation: In accordance with Standing Order 3(e)(f) members of the public and press are invited to address Council about any matter relating to the business to be transacted during the public forum. A total period not exceeding 15 minutes will be set aside for this purpose with a 3 minute period given to each person in attendance.

AGENDA

ORDINARY MEETING

20/574 APOLOGIES

To consider and accept all apologies reported.

20/575 PUBLIC PARTICIPATION (OPEN MEETING)

To hear any Parishioner issues/views

20/576 DECLARATION OF INTERESTS

- a) To consider any Declarations of any Disclosable Pecuniary or Other Interests.
- b) To consider any Dispensations or written requests for dispensation of DPI

20/577 MINUTES

Resolve to the Chairman approving and authorising the Ordinary Parish Council Meeting Minutes of the 05 December 2019.

ITEMS FROM PREVIOUS MINUTES

20/578	<u>Play Area (Min Ref. 19/542)</u> a) To note the payment made to KOMPAN of £4095.00 (inv. VAT), against the KOMPAN invoice 228674. b) To receive an update concerning cost of repair of the land drainage and retention fee. c) To receive an update concerning quotations for installing land drains in the junior play zone. d) RESOLVE to approve retrospective payment to Kensigns of £321.60 for play area signage.	PR
20/579	<u>Parish Trees and Hedges (19/543)</u> Consider and resolve to approve one of the quotes to complete the list of works required to trees and vegetation within the Parish Council's remit.	JF
20/580	<u>Consideration of Amendment to Speed Restrictions (Min Ref.19/549)</u> To receive an update.	JF
20/581	<u>Tree Survey (Min Ref. 19/553)</u> Receive an update from the Clerk and resolve to have the survey completed and approve the cost involved.	JF
20/582	<u>Anglian Water Complaint (Min Ref. 19/555)</u> Receive an update from the Clerk.	JF

GENERAL MATTERS		
20/583	<u>Parking</u> Consider and agree what action to take concerning inconsiderate parking in the following areas: a) Bottom end of the High Street / Cottesbroke Road junction b) Parking on the verge and directly opposite this junction	PC
20/584	<u>Littering</u> Consider what action, if any, the Parish Council can take to deal with the constant littering of cigarette butts on the corner of High Street and School Lane.	PC
20/585	<u>Recruitment Policies</u> Resolve to adopt the draft recruitment policies as follows: a) Recruitment Policy b) Equal Opportunity Policy c) Dignity at Work Policy	JF
20/586	<u>Health & Safety Policy</u> Resolve to adopt the draft Health and Safety policy.	JF
20/587	<u>Risk Assessments</u> Resolve to readopt the Risk Assessment policy.	JF
20/589	<u>Training and Development Policy</u> Resolve to adopt the draft Training and Development Policy.	JF
20/590	<u>Mowing Contract</u> a) Consider tenders which have been received for the 3 year mowing contract for the following areas: ▪ Village Hall Playing field ▪ Parish verges, All Saints Churchyard, play area, Battlefield Monuments, public footpaths and the public open space at Cottesbroke Road. b) Resolve to award the contract for the 2020 to 2022 grass cutting for the playing field and village mowing contracts to one of the below contractors, as per the report circulated to council prior to the meeting: i. Maximow – playing field only ii. Countrywide Grounds Maintenance iii. Leicestershire Gardens	PG/SD/ PC
20/591	<u>Annual Parish Meeting Date</u> To agree a date and arrangements for the Annual Parish Meeting.	ALL
20/592	<u>Repair Café</u> To receive a report.	RJ
20/593	<u>Facebook Advertising & Policy</u> To agree a policy and charges associated with advertising on the Parish Council Facebook page.	ALL
20/594	<u>Welford Conservation Area Consultation</u> RESOLVE to consider and agree a comment response to this consultation.	ALL
20/595	<u>Parking Restrictions Application</u> To consider and agree to apply for parking restrictions via NCC Highways within the following areas, as per the plans/report circulated prior to the meeting: a) High Street / Bakehouse Rise junction b) Newlands / High Street junction c) High Street between Newlands and Knights Hill d) Church Street between the Royal Oak and Carvels Lane	ALL
20/596	<u>Daventry District Council Temporary Accommodation Policy Consultation</u> Resolve to agree a comment response to this consultation.	ALL
20/597	<u>Village Hall Grants Update</u> a) To receive a report regarding the current situation concerning grants budgeted for the Village Hall. b) To consider any further applications received. c) To receive an update concerning the recent Village Hall Committee meeting.	PG/LD

20/598	<u>Website Hosting Contract</u> Resolve to approve the renewal of the website contract with Parish Council Websites (BWP Creative Ltd) at a cost of £120.00	JF
20/599	<u>Parish Council Website Content</u> Discuss and agree what content needs to be changed, removed or updated.	ALL
20/600	<u>Nutcote Street Sign</u> Resolve to have the street signage reinstated.	SH
PLANNING		
20/601	Planning Application DA/2019/1047 – 2 Newlands, Naseby RESOLVE to approve the retrospective planning comments made in relation to the above planning application.	ALL
20/602	Planning Application DA/2019/1014 – Land off Thornby Road, Naseby RESOLVE to approve the retrospective planning comments made in relation to the above planning application.	ALL
20/603	Planning Application DA/2019/0537 – The Fitzgerald Arms, Church Street, Naseby Single storey side extension to provide additional dining areas (AMENDED)	ALL
20/604	Planning Application DA/2020/0049 – 13 Newlands, Naseby Demolition of existing rear extension and outbuilding. Construction of two storey rear extension.	ALL

20/605 ACCOUNTS

Accounts for Payment – Current Account

- To consider and resolve 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 February Salary and home working allowance	LGA 1972 S112 LGA 1963 S5	£424.30
001411	Josie Flavell	Clerk's expenses – Vodafone bill reimbursement x 1 month and mileage to visit P.Reedman for signing of cheques and PR1 form.	LGA 1972 S112	£25.30
001389	KOMPAN Ltd	Final payment of play area installation fees (exc. Retention fee) against Inv. 228674	LGA 1976 S19	£4095.00
001412	Colourfield Design	Creation of newsletter template – Inv. 318	LGA 1972 S111	£45.00
001413	E.on Energy Solutions Ltd	Quarterly streetlighting maintenance fee – Inv. 095957	Highways Act 1980 S270	£72.77
001414	TWM Traffic Control Solutions	Mobile top-up for Speed Indicator Device – Inv. 5031	LGA 1980 s274A	£66.00
001415	BWP Creative Ltd (Parish Council Websites)	Annual renewal fee for website hosting – Inv. Naseby 04	LGA 1972 S142	£120.00
001416	D J Davis (Plantsman Garden Design & Maintenance)	Tree works to Obelisk area. INv. 0960	Open Spaces Act 1906 SS9 and 10	£450.00
001417	HMRC	March PAYE/NI Contribution	LGA 1972 S112	£96.60
Direct Debit Payments				
D/D	Information Commissioner	Annual data protection fee.	LGA 1972 S111	£35.00
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 67519575 (November)	Highways Act 1980 s 270	£75.34
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 67693057 (December)	Highways Act 1980 s 270	£79.42
CANCELLED CHEQUES				
001401	Margaret Anderson	Community tree lighting event fees. Incorrect amount given. A new cheque had to be raised.	LGA 1972 S111	£35.00
001408	Information Commissioner	Payment made via Direct Debit in December.	LGA 1972 S111	£40.00

RATIFICATION OF PAYMENTS MADE BETWEEN MEETINGS				
001404	Naseby Village Hall Management Committee	Grant payment for tree surgery works.	Open Spaces Act 1906 SS 9 & 10	£1080.00
001405	LGSS Law Ltd	Play Area Legal fees – Inv. 183361	LGA 1980 S44	£9.97
001406	Margaret Anderson	Community tree lighting ceremony running costs.	LGA 1972 S111	£89.58
001407	Kensigns Ltd	Supply of Play Area Signs – Inv. 994788	LGA 1972 S134	£321.60
001409	Countrywide Grounds Maintenance	Grass cutting fees for October – Inv. 84359	Open Spaces Act 1906 SS9 and 10	£648.00
001410	Colourfield Design	Creation of Council Logo and letterhead – Inv. 295	LGA 1972 S111	£75.00
20/606	INCOME			
	Date	Account	Income Received	Amount
	Dec 2019	Business Reserve A/C	No income.	£0.00
	Jan 2020	Business Reserve A/C	No income.	£0.00
20/607	Balance of Accounts as at 29/01/2020		Earmarked Reserves:	
	a). Current Account	£0.00	Sports Court	£1,000
	b). Business Reserve Account	£49,081.99	CIL Money	£7,524
COUNCILLORS AREAS OF INTEREST				
20/608	HIGHWAYS			SH
20/609	STREET LIGHTING			PR
20/610	NEIGHBOURHOOD WATCH			RJ
20/611	VILLAGE HALL COMMITTEE			LD
20/612	NASEBY BATTLEFIELD PROJECT			SH
20/613	TREES AND FOOTPATHS			PC/SD
20/614	DEFIBRILLATOR			LD
20/615	WELCOME BOOKLET			PN
20/616	WIND FARM COMMUNITY FUND			PR
CIRCULATIONS TO NOTE				
20/617	Email: DDC – Consultation on Temporary Accommodation Email: DDC – Welford Parish – Conservation Area Consultation Email: DDC – Future Northants News Bulletin Email: Children’s Commissioner for Northamptonshire – Appointment of Chair			
20/618	ITEMS FOR THE NEXT AGENDA			

Signed:



Josie Flavell – Clerk to Naseby Parish Council