



MINUTES OF ORDINARY COUNCIL MEETING

On Thursday 03 February 2020 at 7.45pm

Fairfax Room, Village Hall, Haselbech Road, Naseby, NN6 6DE

Tel: 07417 134931 / Email: clerk.nasebypc@outlook.com

Present:

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

MINUTES

ORDINARY MEETING		Action
20/574	APOLOGIES	
Cllr Nicholson (prior engagement) and Cllr Davies (holiday).		Accepted
20/575	PUBLIC PARTICIPATION (OPEN MEETING)	
Parishioner Views/Reports:		
A member of public stated that they have concerns regarding the planning application to extend No.11 Newlands, as it will undoubtedly create extra cars being parked. The pavements in this area are very narrow and in a poor state of repair, and pedestrians already have to walk into the road due to parked cars on the pavement. They do not believe that Planning have taken any of this into consideration.		
20/576	DECLARATION OF INTERESTS	
a) There were no Declarations of any Disclosable Pecuniary or Other Interests reported. b) There were no Dispensations or written requests for dispensation of DPI to consider.		
20/577	MINUTES	
There were no minutes to approve due to not holding a meeting in January.		
ITEMS FROM PREVIOUS MINUTES		
20/578	<u>Play Area (Min Ref. 19/542)</u> a) Council noted the payment made to KOMPAN of £4095.00 (inv. VAT), against the KOMPAN invoice 228674. b) Chairman Reedman and Cllr Davies met with KOMPAN to discuss repairs to the potentially damaged land drain. If the damage is found to be due to KOMPAN's negligence, they have offered to cover the cost of the repairs. The retention fee is due to be released in October. c) Competitive quotations are required for installing land drains in the junior play zone, with the Friends of Naseby Play Area expressing an interest in grant funding from the Postcode Lottery, of up to £2.5k for this purpose. Chairman Reedman reported that the Village Hall Committee have agreed that any excavated soil can be moved to the corner of the playing field when the works to the drainage are completed in April/May. d) Council RESOLVED to approve retrospective payment to Kensigns of £321.60 for play area signage, with the Village Hall Committee approving the installation of the signs on the VH wall.	PR
20/579	<u>Parish Trees and Hedges (19/543)</u> Council RESOLVED to items 5, 6 and 7 on the list of works to be completed and to Treeworx completing this work at a cost of £260 (exc. VAT). Chairman Reedman also asked if Treeworx could trim back the tree around the school sign.	JF

20/580	<u>Consideration of Amendment to Speed Restrictions – near school (Min Ref.19/549)</u> The Clerk reported that the request has been made and NCC Highways have confirmed this will be discussed at the next Speed Task Panel meeting in March.	-
20/581	<u>Tree Survey (Min Ref. 19/553)</u> Council RESOLVED to conduct the tree survey in 2021.	-
20/582	<u>Anglian Water Complaint (Min Ref. 19/555)</u> The Clerk reported that after much chasing, a response letter was received with apologies and a complaints leaflet included. Council requested the Clerk to write back to Mr Simpson with dates of the other two incidents since the initial complaint letter was sent out.	JF
GENERAL MATTERS		
20/583	<u>Parking</u> Council RESOLVED to discuss these items along with agenda item 19/595.	-
20/584	<u>Littering</u> Council RESOLVED to Cllr Carter creating an article for Naseby News concerning the littering issues i.e. cigarette butts on the corner of High Street and School Lane.	PC
20/585	<u>Recruitment Policies</u> Council RESOLVED 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> Council RESOLVED to adopt the draft Health and Safety policy.	JF
20/587	<u>Risk Assessments</u> Council RESOLVED to readopt the Risk Assessment policy.	JF
20/589	<u>Training and Development Policy</u> Council RESOLVED to adopt the draft Training and Development Policy.	JF
20/590	<u>Mowing Contract</u> a) Council considered all tenders 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) Council RESOLVED to award the contract for the 2020 to 2022 grass cutting for the playing field to Maximow and Countrywide Grounds Maintenance for the village mowing contract, as per the report circulated to council prior to the meeting:	JF
20/591	<u>Annual Parish Meeting Date</u> Council RESOLVED to set the date and time as 30 th April at 7:15pm, to be held at the Methodist Church.	-
20/592	<u>Repair Café</u> Cllr Johnston reported that this event would be held at the Village Hall in mid-May, which would include a breakfast event utilising the local WI. Council RESOLVED to a budget of £300 for the community cinema events.	RJ JF
20/593	<u>Facebook Advertising & Policy</u> Council RESOLVED to defer this item to the March meeting.	JF
20/594	<u>Welford Conservation Area Consultation</u> Council RESOLVED to a no comment response to this consultation but asked the Clerk to contact DDC regarding Naseby being considered for this initiative.	JF
20/595	<u>Parking Restrictions Application</u> Council considered and RESOLVED to apply for parking restrictions for items a, b, e and f (highlighted in bold), via NCC Highways 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 – <i>to be reconsidered at a later date</i> d) Church Street between the Royal Oak and Carvels Lane – <i>to be reconsidered at a later date</i> e) Bottom end of the High Street / Cottesbroke Road junction f) Parking on the verge and directly opposite this junction	JF

	<p>Council RESOLVED to request NCC Highways to consider the danger and increased risk, from vehicles turning into High Street from Nutcote and Cottesbroke Road, which then merge with no clear traffic priority. The recent opening of the ballet school has introduced newcomers to the village, and it is feared a collision is almost inevitable.</p> <p>Cllr Carter is to forward details to the Clerk in order for a letter to be issued to residents regarding overgrown vegetation. Cllr Carter is also to create a letter concerning inconsiderate parking, for the Clerk to issue where necessary.</p>	PC		
20/596	<p><u>Daventry District Council Temporary Accommodation Policy Consultation</u></p> <p>Council RESOLVED to a no comment response to this consultation.</p>	-		
20/597	<p><u>Village Hall Grants Update</u></p> <p>a) The Clerk reported the Village Hall Committee have been given all documentation and timescales with regard to applying for a further grant.</p> <p>b) As reported under minute ref. 20/597(a).</p> <p>c) Chairman Reedman reported that some members so the Village Hall Committee may be stepping down, but a sufficient number of trustees exists to allow the VH committee to continue to operator.</p> <p>d) The Chairman of the VH Committee has been in contact regarding the PC reserves for the sports court. Council RESOLVED that they are able to do what they want with the funds, as long as they gain 3 quotes for the PC to review first.</p>	JF		
20/598	<p><u>Website Hosting Contract</u></p> <p>The Clerk reported that the current website is not easy to use/manage and that it isn't fit for purpose, for the PC's needs. Council agreed to hold on paying for the renewal of the website contract with Parish Council Websites (BWP Creative Ltd) and for the Clerk to ask if they use another platform which is more user friendly.</p>	JF		
20/599	<p><u>Parish Council Website Content</u></p> <p>This item is to be deferred until the website contract has been sorted.</p>	JF		
20/600	<p><u>Nutcote Street Sign</u></p> <p>Council RESOLVED to have the street signage reinstated and for the Clerk to contact DDC requesting this.</p>	JF		
PLANNING				
20/601	<p>Planning Application DA/2019/1047 – 2 Newlands, Naseby</p> <p>Council RESOLVED to approve the retrospective planning comments made in relation to the above planning application.</p>	-		
20/602	<p>Planning Application DA/2019/1014 – Land off Thornby Road, Naseby</p> <p>Council RESOLVED to approve the retrospective planning comments made in relation to the above planning application.</p>	-		
20/603	<p>Planning Application DA/2019/0537 – The Fitzgerald Arms, Church Street, Naseby</p> <p>Single storey side extension to provide additional dining areas (AMENDED)</p> <p>Council RESOLVED to a no comment response.</p>	JF		
20/604	<p>Planning Application DA/2020/0049 – 13 Newlands, Naseby</p> <p>Demolition of existing rear extension and outbuilding. Construction of two storey rear extension.</p> <p>Council RESOLVED to the Clerk responding with the same comments as a previous application concerning working hours, parking etc.</p>	JF		
20/605 ACCOUNTS				
<u>Accounts for Payment – Current Account</u>				
<ul style="list-style-type: none"> Council considered and 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 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	£72.77

			1980 S270													
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 Council noted all income.															
	<table border="1"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Dec 2019</td> <td>Business Reserve A/C</td> <td>No income.</td> <td>£0.00</td> </tr> <tr> <td>Jan 2020</td> <td>Business Reserve A/C</td> <td>No income.</td> <td>£0.00</td> </tr> </tbody> </table>				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
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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:													
	Council noted all balance and earmarked reserves.		Sports Court	£1,000												
	a). Current Account £0.00		CIL Money	£7,524												
	b). Business Reserve Account £49,081.99															
COUNCILLORS AREAS OF INTEREST																
20/608	HIGHWAYS The Clerk agreed to report Cllr Howat’s reports again via Fix My Street and chase it up with Highways.			JF												
20/609	STREET LIGHTING – Nothing new to report.			-												
20/610	NEIGHBOURHOOD WATCH – Nothing new to report.			-												
20/611	VILLAGE HALL COMMITTEE – Nothing new to report.			-												
20/612	NASEBY BATTLEFIELD PROJECT – Nothing new to report.			-												
20/613	TREES AND FOOTPATHS – Nothing new to report.			-												
20/614	DEFIBRILLATOR – Nothing new to report.			-												
20/615	WELCOME BOOKLET Resident Margaret Anderson currently has 18 booklets available for new parishioners.			-												

20/616	WIND FARM COMMUNITY FUND – Nothing new to report.	-
CIRCULATIONS TO NOTE		
20/617	Council noted all circulations.	
20/618	ITEMS FOR THE NEXT AGENDA	

In the absence of further business, the meeting closed at 21:11pm

Signed: Date: 05.03.2020 Paul Reedman – Chairman to Naseby Parish Council