

## MINUTES OF ORDINARY COUNCIL MEETING

On Thursday 04 June 2020 at 7.30pm

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 Nicholson, Cllr Dyett, Cllr Johnston, Cllr Davies, Cllr Howat and Cllr Carter

Clerk: Josie Flavell (Mrs)

Public: No Members of Public

## MINUTES

### ORDINARY MEETING

#### 20/732 APOLOGIES

There were no apologies to report.

#### 20/733 PUBLIC PARTICIPATION

There were no reports from members of the public.

#### 20/734 DECLARATION OF INTERESTS

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

#### 20/735 MINUTES

Council RESOLVED to Chairman Reedman authorising the Annual Parish Council Meeting Minutes of the 07 May 2020, as a true and accurate record.

#### ITEMS FROM PREVIOUS MINUTES

20/736	<p><u>Play Area (Min Ref. 20/659)</u></p> <p>At the May meeting Council resolved to approve the land drainage installation quote from SJ Darker Contractors for £6080.00 + VAT. The Wind Farm grant application for £3k was submitted but the application did not make the deadline and will therefore, need to be resubmitted.</p> <p>The next deadline is 1<sup>st</sup> August and all documents needs to be submitted by 22<sup>nd</sup> July latest.</p> <p>Chairman Reedman will request Katina Jones of FNPA to resubmit the application.</p> <p>If successful, the grant money cannot be used retrospectively, so the work will need to be delayed until the grant application has been determined. The work can then be completed at the end of summer.</p> <p>Paul Kelly of the Windfarm Committee has decided to step down. Due to this, the Parish Council has a duty to appoint the next Trustee. Details regarding the position are to be circulated to council members for consideration and to Cllr Nicholson for adding to the Facebook page.</p>	PR  PN
20/737	<p><u>Village Hall Grants Update (Min. Ref. 20/660)</u></p> <p>The roofing contractor has started work but has found that the wrong tiles were put on the roof originally, adjacent to the ridge, and different tiles are needed, which is going to cost more money.</p>	-
20/738	<p><u>Website Hosting Contract (Min. Ref. 20/661)</u></p> <ol style="list-style-type: none"> <li>Due to lack of time and Covid-19, the new website has not yet been developed. This will be reviewed again later in the year. In the meantime, a decision has been made to stay with the current website provider.</li> <li>Council RESOLVED to approve the extended website contract with Parish Council Websites (T/A BWP Creative Ltd) for a further 6 months at a cost of £60.00.</li> </ol>	-

20/739	<u>59/60 Bus Service Update (Min. Ref. 20/663)</u> Chairman Reedman has emailed Spratton Parish Council to confirm that Council are prepared to pay up to the full amount, but is currently waiting for an answer due to comments regarding the lack of use of the service.	-
20/740	<u>Street Lighting Unmetered Supply Contract (20/664)</u> The new contract is for a 4 year fixed contract and Opus quoted the cheapest price, so the Clerk/RFO and the Chairman made the decision to remain with them. Council resolved to ratify this decision.	-
20/741	<u>New Footpath – Naseby Village Green (Min. Ref 20/710)</u> a) Cllr Johnston reported that Cllr Carter has asked Countrywide for two quotes (grass cutting and maintenance) and will report at the next meeting. Cllr Johnston has emailed Cottesbroke Estate requesting if another footpath can be incorporated within their land, and is awaiting a reply. Cllr Davies reported there is a collapsed manhole near to the Fairfax monument in the grass verge (right hand side), near the turning towards Fairfax monument, which is dangerous. Cllr Johnston will check it and take photos and report to the Clerk to see if it needs reporting to NCC Highways. b) Received one quote thus far at a cost of circa £680.00 for one sign. Cllr Johnston is to review how many signs may be needed and to notify the Clerk to gain further quotations.	RJ/JF
20/742	<u>Naseby News (Min. Ref. 20/713)</u> Council RESOLVED to the next issue of Naseby News being produced and out for delivery in Autumn, but will confirm at the September meeting.	JF
<b>GENERAL MATTERS</b>		
20/743	<u>Tree Planting</u> Cllr Johnston reported that Chris Bignell has taken delivery of the trees and Cllr Davies is creating a plan for where the trees are to be planted, which will be ready to view at the July meeting. The Clerk is to forward the Highways plan to Cllr Davies. Cllr Carter offered his subscription to the Ordnance Survey to measure the areas.	JF SD/PC
20/744	<u>Graveyard Maintenance</u> a) Countrywide emailed to state that maintenance is required to the vegetation within the graveyard and Council discussed and agreed that the additional work should not be completed outside the scope of the existing contract, i.e. grass cutting only. b) Cllr Carter reported that the recent spate of complaints concerning grass cutting had been dealt with and confirmed with the contractor that it is not acceptable. They have agreed it will not happen again and have apologised. Cllr Carter is to report to the contractor that strimming round the tennis court is to be completed during the next grass cut and the narrow verge strip in front of 77 High Street is to be added to the normal cut.	JF PC
20/745	<u>Dog Mess</u> Cllr Johnston reported that there is a lot of dog mess at the allotments and on the footpath, and needs spraying - it is very noticeable. Cllr Johnston agreed to spray for another month and report back at the July meeting.	RJ
20/746	<u>Internal Audit – year ending 31<sup>st</sup> March 2020</u> The Clerk circulated the Internal Audit report prior to the meeting and stated that no action needed to be taken. Council reviewed and NOTED the contents of the Internal Audit Report and signed Annual Return Internal Audit page. Documentation has been submitted to the external auditor PKF Littlejohn and has been added to the Parish Council website.	-
20/747	<u>Play Area Fencing (Min. Ref. 20/705)</u> a) Chairman Reedman reported that he had contacted all suppliers to check their quotations were still valid for the fencing. The information was recirculated to council prior to the meeting, which showed cost information for a 1.2 metre high fence coloured dark green and 1.2 metre high gate coloured yellow. b) Council RESOLVED to approve the quote from Solutions 4 Playgrounds at £5190 +VAT. The Clerk is to place the order.	PR/JF
20/748	<u>Playing Field Title (Min. Ref. 20/708)</u> Chairman Reedman reported that the Parish Council are custodian title holders of the playing field land. The Village Hall have submitted the transfer deed but without a plan. Chairman Reedman has confirmed that the Parish Council will not allow the title deed to be authorised until the plan has been received. Waiting for the plan from their solicitors (square of land to VH and PC will retain obelisk).	-

20/749	<p><u>Laptop</u></p> <p>a) The Clerk reported that the Parish Council laptop stopped working last week and after being reviewed by a local IT consultant, the laptop was confirmed as dead and the documents extracted from the hard-drive.</p> <p>b) Council agreed to a budget of £500.00 to enable the Clerk to purchase a new laptop, Office 365 and security malware. The cost of the IT Consultant is £45.00 which is not on the agenda but will be paid and ratified at the July meeting.</p>	JF
20/750	<p><u>Information Board Project</u></p> <p>Cllr Howat circulated his first draft of the noticeboard mock-up. Scott Westaway reviewed it and commented that old maps would be a good idea from the 1600's.</p> <p>Cllr Howat requested the Clerk circulate the draft and let council members comment prior to reporting back at the next meeting.</p>	JF/SH

## 20/751 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
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>				
S/O	Josie Flavell	Clerk's June Salary including home working allowance	LGA 1972 S112 LGA 1963 S5	£424.18
001453	Josie Flavell	Clerk's expenses – Vodafone bill reimbursement x 2 months May and June. Mileage and car parking fees (Bank Visit and cheque signings)	LGA 1972 S112	£61.88
001455	Josie Flavell	Extra pay for June salary as monthly standing order has yet to be changed from old salary of £386.78 to the new/correct salary amount of £450.38	LGA 1972 S112	£63.60
001461	Maximow	Grass cutting fees April/May – Inv: 2020027	Open Spaces Act 1906 ss 9 and 10	£303.00
001456	Countrywide Grounds Maintenance Ltd	Grass cutting fees for April Inv. 113372	Open Spaces Act 1906 ss 9 and 10	£1332.00
001457	Countrywide Grounds Maintenance Ltd	Grass cutting fees for May Inv. 118151	Open Spaces Act 1906 ss 9 and 10	£1332.00
001459	Viking Direct	Ink cartridges and stamps – Invs. 199442 & 274615	LGA 1972 S111	£123.21
001460	BHIB Ltd	Annual insurance policy fee – Inv. LOC-01868-378428	LGA 1972 S111	£512.30
001458	BWP Creative Ltd T/A Parish Council Websites	Further 6 month website hosting contract fee. Inv. NASEBY-05	LGA 1972 S142	£60.00
001462	LGSS Law	Naseby Play Area Legal Fees – Inv. 194003	LGA 1972 S111	£103.80
<b>Direct Debit Payments</b>				
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 68418973 April)	Highways Act 1980 s 270	£62.79
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 68237364 (March)	Highways Act 1980 s 270	£72.15
20/752	<b>INCOME</b> – Council noted all income.			
	<b>Date</b>	<b>Account</b>	<b>Income Received</b>	<b>Amount</b>
	30.04.2020	Business Reserve A/C	Bank Interest	£8.30
	23.04.2020		Daventry District Council – Precept	£15,500.00
20/753	<b>Balance of Accounts 29.05.2020</b>		<b>Earmarked Reserves:</b>	
	Council NOTED all balances and reserves.		Sports Court	£2,000
	a). Current Account	£0.00	CIL Money	£7,524
	b). Business Reserve Account	£59,578.28		

<b>COUNCILLORS AREAS OF INTEREST</b>		
20/754	HIGHWAYS – nothing to report.	-
20/755	STREET LIGHTING – nothing to report.	-
<b>COUNCILLORS AREAS OF INTEREST</b>		
20/757	NEIGHBOURHOOD WATCH & POLICE - nothing to report.	-
20/758	VILLAGE HALL COMMITTEE - nothing to report.	-
20/759	NASEBY BATTLEFIELD PROJECT - nothing to report.	-
20/760	TREES AND FOOTPATHS - Clerk is to draft a letter concerning overgrown hedges encroaching on footways for hand delivery to offending properties	JF
20/761	DEFIBRILLATOR - nothing to report.	-
20/762	WELCOME BOOKLET - nothing to report.	-
20/763	WIND FARM COMMUNITY FUND – already reported under minute reference 20/736.	-
<b>CIRCULATIONS TO NOTE</b>		
20/764	Council NOTED all correspondence. Emails: NALC – Covid-19 updates Emails: DDC – Covid-19 updates Email: BHIB – annual insurance renewal quotes and completion paperwork Emails: Cllr Auger – Covid-19 updates Email: Northants ACRE – Covid-19 survey Email: John Hunt Chairman Spratton PC – 59/60 Bus Routes Update	
<b>20/765</b>	<b>ITEMS FOR THE NEXT AGENDA</b>	
	<ul style="list-style-type: none"> <li>▪ Benches – PN</li> <li>▪ War memorial works and grant update – SD</li> </ul>	

*In the absence of further business, the meeting closed at 20:42pm*

Signed: .....

**Paul Reedman, Chairman**

Date: 2<sup>nd</sup> July 2020