

MINUTES OF ANNUAL PARISH COUNCIL MEETING

Pursuant to Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020, the Council Meeting was held via Zoom Video Conference Facility on Thursday 02 April 2020 at 7.30pm

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

Action

20/655 APOLOGIES

There were no apologies to report – all council members were present.

20/656 PUBLIC PARTICPATION

In light of the COVID-19 pandemic, the Council meeting had to be held via Zoom video conference call. Council RESOLVED to this course of action due to advice given by NALC for the foreseeable future.

There were no items raised by members of the public to consider.

20/657 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.

20/658 MINUTES

Council RESOLVED to Chairman Reedman approving and authorising the Ordinary Parish Council Meeting Minutes of the 05 March 2020, as a true and accurate record.

ITEMS FROM PREVIOUS MINUTES

20/659 Play Area (Min Ref. 20/627)

- a) Due to COVID-19 the play area has been closed until further notice. Cllr Davies agreed to tie-up or take down the zip wire seat.
- b) Chairman Reedman reported that the drainage works are about to go out to tender and quotes will be ready for consideration at the next full council meeting.

SD

20/660 Village Hall Grants Update (Min. Ref. 20/628)

- a) The recent Village Hall Committee meeting did not take place as planned; therefore, nothing has changed with regard to the current committee wanting to stand down. The Clerk and Chairman have sought advice from NALC and ACRE with regard to the suggestion made by the Village Hall Committee that the Parish Council take over the management of the village hall. However, the advice given is that Council do not have the powers to do this and as the Village Hall also operates as a CIO (Charitable Incorporated Organisation), it would make it difficult legally. Council as a corporate body, would need to become the trustee to able to do this and manage it separately to the Parish Council. Council also were advised that the best course of action would be the current Village Hall Committee to restructure or, for a new committee to be created and take over.

The Village Hall Chairman, Alan Lilley, had declined a meeting with Chairman Reedman and Vice Chairman Howat before the March Village Hall Meeting was cancelled.
- b) Chris Bignell approached the Parish Council to report he potentially has a group of parishioners to form a new committee but wanted to know Council's position and explore all options available, before

	<p>taking this forward and to the Village Hall Committee. Chairman Reedman explained council's position Chris Bignell also requested Council's support to apply on behalf of the Village Hall Committee for funding from the Calor Community Grant Fund, to fund the repairs of the gale end wall of the village hall, to provide external waterproofing, and to also redecorate when finished. The grant funding will also include the provision of acoustic panels at the same time.</p> <p>c) Council RESOLVED to take no further action at the current time as it is the responsibility of the Village Hall Committee to take move this situation forward.</p>	
20/661	<p><u>Website Hosting Contract (Min. Ref. 20/629)</u></p> <p>The Clerk reported that Parish Council Websites will continue to host the website for 3 months with a shutdown date of 3rd June, to allow Cllr Howat to build the new website. Council RESOLVED to approve the final cost of £60.00 to allow for this to take place.</p>	-
GENERAL MATTERS		
20/662	<p><u>Nutcote Street Sign (Min. Ref. 20/631)</u></p> <p>The Clerk confirmed that Daventry District Council have agreed to add this to their work schedule and for a new sign to be installed in the coming weeks.</p>	-
20/663	<p><u>59/60 Bus Service Update (Min. Ref. 20/632)</u></p> <p>The bus company have agreed to continue to the service until June and will review the contract again at that time. This may result in Council having to pay less than anticipated towards this service.</p>	-
20/664	<p><u>Street Lighting Unmetered Supply Contract (20/639)</u></p> <p>a) The unmetered supply contract runs out on 29th May and the Clerk confirmed that it has been put out to tender with two energy comparison companies and the quotes should be available next week for a decision to be made, which will be ratified at the next council meeting.</p> <p>b) Council were unable to resolve to a supplier for the new contract due to not the aforementioned - minute ref. 20/664(a)</p>	JF
20/665	<p><u>Annual Parish Meeting (Min. Ref. 20/636)</u></p> <p>Pursuant to legislation, Annual Parish Meetings must take place between 1st April and 1st June. Given the current COVID-19 situation, the advice given by NALC is that all Annual Parish Meetings cannot take place and will have to be cancelled for this year. Council RESOLVED to cancel the event.</p>	-
20/666	<p><u>Chairman's Report 2019/20</u></p> <p>Council reviewed the Chairman's report ahead of the meeting and noted its contents, which after some amendments, will be made available for viewing /download on the Parish Council.</p>	-
20/667	<p><u>Village Hall Playing Field Drainage</u></p> <p>Council received and noted the written report circulated prior to the meeting and RESOLVED to explore options with the local landowners first, before making any further decisions.</p>	PR
20/668	<p><u>COVID-19</u></p> <p>a) In light of the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time. Council RESOLVED to approve for the Clerk to have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.</p> <p>b) Cllr Nicholson is in liaison with Paul Kelly of the Windfarm Community Grant Fund to see if the funding can be utilised in anyway to help the vulnerable during COVID-19.</p> <p>c) Cllr Nicholson reported that the Good Neighbours leaflet, which was sent out to all homes, has enabled the local volunteer group to engage 50 volunteers and allow for food bank packages to be delivered. Another leaflet drop may be needed to reach the more vulnerable members of the community to ensure they know they can contact the group confidentially. Council RESOLVED to this course of action at the appropriate time.</p>	PN
20/669	<p><u>Year End Accounting – 31st March 2020</u></p> <p>This could not be discussed or approved and is to be deferred to the next meeting, due to not having received the correct forms from PKF Littlejohn - External Auditor.</p>	JF
20/670 ACCOUNTS		
<u>Accounts for Payment – Current Account</u>		
<ul style="list-style-type: none"> Council consider 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																																
March 2019-20 Payments																																
S/O	Josie Flavell	Clerk's April Salary and home working allowance	LGA 1972 S112 LGA 1963 S5	£424.30																												
001428	Josie Flavell	Clerk's expenses – Vodafone bill reimbursement x 1 month.	LGA 1972 S112	£19.00																												
001423	Treeworx	Tree and hedge works – Inv. 637	Open Spaces Act 1906 ss 9 and 10	£312.00																												
001424	Naseby Village Hall Committee	Grant for roof repairs **Council requested the Clerk/RFO to contact the VH Treasurer to find out when the cheque will be paid in	LG (Misc Provisions) Act 1976 S19	£2214.00																												
March Direct Debit Payments																																
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 68061412 (February)	Highways Act 1980 s 270	£68.96																												
April 2020-21 Payments																																
001426	On Demand Digital Printing	Production of Good Neighbour leaflet	LGA 1972 S172	£58.00																												
001427	Penny Nicholson	Payment for delivery of Good Neighbour leaflet	LGA 1972 S172	£20.00																												
001429	HMRC	PAYE – May contributions	LGA 1972 S112	£96.80																												
001430	Parish Council Websites	Final 3 month fee of cancellation of contract. Inv. NASEBY-04R	LGA 1972 S142	£60.00																												
20/671	INCOME Council noted the income.																															
	<table border="1"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>28.02.2020</td> <td>Business Reserve A/C</td> <td>BANK INTEREST</td> <td>£7.47</td> </tr> <tr> <td>02.03.2020</td> <td>Business Reserve A/C</td> <td>Dance School – Naseby News advert fees</td> <td>£7.50</td> </tr> <tr> <td>06.03.2020</td> <td>Business Reserve A/C</td> <td>ROMA Leather - Naseby News advert fees</td> <td>£7.50</td> </tr> <tr> <td>06.03.2020</td> <td>Business Reserve A/C</td> <td>Northamptonshire County Council Grass Cutting Grant</td> <td>£642.98</td> </tr> <tr> <td>06.03.2020</td> <td>Business Reserve A/C</td> <td>Kensigns Ltd – refund for complaint made</td> <td>£40.00</td> </tr> <tr> <td>17.03.2020</td> <td>Business Reserve A/C</td> <td>S.Bortos – Naseby News advert fees x 2 issues</td> <td>£15.00</td> </tr> </tbody> </table>				Date	Account	Income Received	Amount	28.02.2020	Business Reserve A/C	BANK INTEREST	£7.47	02.03.2020	Business Reserve A/C	Dance School – Naseby News advert fees	£7.50	06.03.2020	Business Reserve A/C	ROMA Leather - Naseby News advert fees	£7.50	06.03.2020	Business Reserve A/C	Northamptonshire County Council Grass Cutting Grant	£642.98	06.03.2020	Business Reserve A/C	Kensigns Ltd – refund for complaint made	£40.00	17.03.2020	Business Reserve A/C	S.Bortos – Naseby News advert fees x 2 issues	£15.00
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20/672	Balance of Accounts as at 31.03.2020 Council noted all balances and reserves.		Earmarked Reserves:																													
	a). Current Account	£0.00	Sports Court	£2,000																												
	b). Business Reserve Account	£47,108.04	CIL Money	£7,524																												
COUNCILLORS AREAS OF INTEREST																																
20/673	HIGHWAYS – Cllr Howat continues to add reports when necessary but is unsure of whether the works will be completed due to COIVD-19.			-																												
20/674	STREET LIGHTING – see minute reference 20/664.			-																												
20/675	NEIGHBOURHOOD WATCH & POLICE – Cllr Johnston reported that she will not be advancing the ANPR camera initiative until COVID-19 has subsided.			-																												
20/676	VILLAGE HALL COMMITTEE – see minute reference 20/660.			-																												
20/677	NASEBY BATTLEFIELD PROJECT – Cllr Howat reported that this event will probably now be cancelled but will confirm in due course.			-																												
20/678	TREES AND FOOTPATHS – Cllr Johnston reported that the Climate Change Group had recently met virtually and agreed to research and apply for a new footpath to be created from the village along Clipston Road to the obelisk and then onto Fairfax View. Cllr Nicholson asked council to consider approaching local landowners to see if they would allow the general public to access their land for extra walks during the COVID-19 lockdown. Council RESOLVED to Cllr Johnston utilising HM Land Registry website and covering the cost, to allow for letters to be written to landowners for this purpose.			RJ																												
20/679	DEFIBRILLATOR – in full working order.			-																												
20/680	WELCOME BOOKLET – the Clerk reported she will have the new version finished by next week ready for review and printing.			JF																												
20/681	WIND FARM COMMUNITY FUND – It was reported that this fund needs to be promoted and utilised. Council RESOLVED to ask the Friends of Naseby Play Area to apply for funding for the play area drainage project. Naseby Cinema club were recently awarded grant funding for a new sound system but need help subsidising the children's cinema events. Council RESOLVED to Cllr Howat requesting a proposal from Chris			PR SH																												

	Bignell as to how the Parish Council can help and to remind him that council had already agreed to underwrite £300 towards these events.	
CIRCULATIONS TO NOTE		
20/682	Council Noted all circulations.	
20/683	ITEMS FOR THE NEXT AGENDA	
	<ul style="list-style-type: none"> ▪ Cinema Club Proposal 	

In the absence of further business, the meeting was closed at 20:41pm

Signed:

Paul Reedman – Chairman to Naseby Parish Council