

## MINUTES OF ORDINARY COUNCIL MEETING

On Thursday 02 July 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

#### 20/766 APOLOGIES

To consider and accept all apologies reported.

#### 20/767 PUBLIC PARTICIPATION

There were no reports from members of the public to consider.

#### 20/768 DECLARATION OF INTERESTS

- a) Cllr Nicholson and Cllr Davies both declared an interest in agenda item 20/782 – KWCB Trustee Appointment.
- b) There were no dispensations or written requests for dispensation of DPI to consider.

#### 20/769 MINUTES

Council RESOLVED to the Chairman approving and authorising the Ordinary Parish Council Meeting Minutes of the 04 June 2020, as a true and accurate record.

#### ITEMS FROM PREVIOUS MINUTES

##### 20/770 Play Area (Min Ref. 20/736)

To receive an update on the following:

- a) A Naseby KWCB Trustee has provided advice on the proposed grant application towards land drainage costs by the Friends of Naseby Play Area. Council agreed to match fund any grant awarded.
- b) Land drain installation is to be delayed until results of the grant application are known in August.
- c) Re-opening requirements and update to inspection rota – Council agreed that communication is imperative that the users adhere to the guidance and max numbers at any one time. That the signs need to encourage 1 family member to accompany a child and to sanitise the play equipment before and after use and use hand sanitiser or wipes, as well as social distancing rules.  
Cllr Davies is to draft the wording for the signage and circulate it to council. Cllr Nicholson is to send the school contact details to Cllr Davies to request a notice to be added to the school newsletter. Cllr Davies will also laminate the signs.
- d) Minor repairs – Kompan agreed to sort trip hazard and crawl tunnel tomorrow with top soil. The matting needs to be pegged down and the area re-seeded.
- e) Policy for opening during commercial events – first use of the field at the end of July (craft fair), Council unanimously agreed to leave the play area open for this event, unless the Government dictate otherwise.
- f) Commission of formal annual inspection – Cllr Davies is to gain quotes before October when the inspection is due.

SD/PN  
SD

SD

20/771	<u>Village Hall Grants Update (Min. Ref. 20/737)</u> It was reported that the roof repairs have been completed at a cost of circa £4k with £2,214 of this being funded by the Parish Council via a grant. The cheque was released to the Village Hall earlier in the year, but their bank won't accept it as the name does not match the bank account name. A new cheque was raised and handed to the Committee. Council noted this course of action.	-
20/772	<u>New Footpath – Naseby Village Green (Min. Ref 20/741)</u> a) The cost are as follows; £126 for an initial mow and £20 thereafter from Naseby to the viewing point. b) Sign quotes came in at circa £600 per sign. The signs could be located on the Village Hall land and obelisk land, as Highways will not allow for Council to install them in their grass verges. Grants for land owners to open up their land for footpath usage are available, however, land owners are currently very negative about doing so, due to concerns over litter and damage. Cllr Johnston is to write a letter to Cottesbroke Estate on behalf of Council, formally requesting they open up the land from Cottesbroke Road. There is currently no date for the opening of footpath due to finances. This item is to be added to the September agenda and Cllr Johnston is to take photos of the hedges which need cutting and forward them to Chairman Reedman. The Clerk and Cllr Johnston will research locations and combined costs as soon as possible.	RJ JF
20/773	<u>Naseby News (Min. Ref. 20/742)</u> Council unanimously agreed to the next deadline being set as Friday 11 <sup>th</sup> September. The Clerk is to update all contributors.	JF
20/774	<u>Tree Planting (Min Ref. 20/744)</u> Cllr Davies circulated his draft plan of where the trees are to be planted, but stated that it cannot be confirmed until he is aware of the exact species of trees – 420 trees in total. Cllr Johnson agreed to email the Woodland Trust for a definitive list of the trees received and Chairman Reedman suggested one or two apple or pear trees could be appropriate. Cllr Davies asked Council members to further review and comment on the draft plan. Chairman Reedman asked for the land drains to be added to the plan and for an article to be added to Naseby News. Council have committed to hold a public consultation regarding the positioning of the trees.	SD RJ
20/775	<u>Play Area Fencing (Min. Ref. 20/747)</u> Awaiting on the contractor for the installation date.	-
20/776	<u>Playing Field Title (Min. Ref. 20/748)</u> a) Awaiting guidance from our Solicitor regarding the title plan to attach to the title transfer and draft lease attached to the title transfer plan. It requires two council members to approve the documents. Also, the draft play area lease cannot be completed and approved, until the title transfer has gone through. a) Council RESOLVED to two council members to authorise the Title Transfer Documents. b) Council RESOLVED to agree to two council members authorising the Play Area Lease documents.	-
20/777	<u>Dog Mess (Min Ref. 20/745)</u> Cllr Johnston is to write an article for Naseby News and liaise with Mr Glenn Simons of Knights Hill.	RJ
20/778	<u>Information Board Project (Min Ref. 20/750)</u> Cllr Howat asked for views/comments. Chairman Reedman stated it looks good and there is a lot of information on there, but there are a few typos which he will email Cllr Howat about. Council agreed that the location and quotes are to be agreed at the September meeting.	SH
<b>GENERAL MATTERS</b>		
20/779	<u>Bus Service 59 and 60 Update</u> a) Chairman Reedman reported that Council have paid their share up until 17 <sup>th</sup> July. From 20 <sup>th</sup> July onwards, a revised timetable to Market Harborough for only two days a week Tues/Fri and then 3 days a week Mon/Wed/Thurs to Northampton will commence. b) Council considered the appropriate level of funding appropriate for the balance of the year i.e. 18 <sup>th</sup> July 2020 to 31 <sup>st</sup> March 2021, and RESOLVED to agree to continuing supporting the scheme subject to the it being put in writing that Council aren't happy that a number of villages have not contributed and are still receiving the service. Chairman Reedman will confirm Council's agreement via email tomorrow and will then draft a letter/email and circulate to Council before issuing. A vote was cast with 6 members in favour and 1 abstention.	PR

20/780	<u>Parish Benches</u> Council queried whether using recycled benches was appropriate in light of the current drive to reduce the use of plastic. Cllr Nicholson agreed to ask the suppliers to clarify how the recycled benches compare to wooden ones in terms of their 'green credentials'. Cllr Nicholson also reported that a company had been sourced who make benches from recycled plastic at a cost of £349.00 per bench and an extra £125.00 for inscriptions. Council agreed to wait ordering any benches until confirmation of tree planting takes place, to agree the locations of such. Cllr Nicholson is to find out from the supplier if they have supplied any of these benches locally to enable council to view on in the flesh. Grants for this purpose are to be added to the September agenda.	PN
20/781	<u>War Memorial</u> Cllr Davies reported that Historic England staff are currently still furloughed and due to this, they have had to pass the request onto their Midlands office, thus creating a delay in receiving a reply. Cllr Davies reported that Council will have to apply to the Secretary of State to gain permission to conduct remedial work to the monument and that due to this, no quotes can be gained. Guidance states that any work shouldn't affect the monument in anyway. Cllr Davies will look into grants for the work to be completed.	SD
20/782	<u>KWCB Trustee Vacancy</u> Council RESOLVED to appoint Mr Richard Nicholson as Trustee, subject to liaising with Paul Kelly and Scott Westaway first. If Mr Nicholson decides thereafter, that he no longer wants the role, Cllr Davies agreed to step in.	PR
20/783	<u>Replacement Laptop</u> The Clerk reported that a new laptop and annual membership for Office 365 has been purchased at a cost of £498.98. The small refund from the £500 given for this purpose, has been issued to the Parish Council bank account.	-
20/784	<u>Preliminary Parking Restrictions Consultation</u> Council RESOLVED to comment as follows: a) Newlands junction on High Street – extend another 10 metres towards the Village Hall. b) Agree with Bakehouse Rise proposal. c) Cottesbroke Rd, High Street and Nutcote junction – too far into purlieu Road as private road. Stop at the letter D of Cottesbroke Road and also extend on opposite side of the road to same length. High Street extend restrictions towards the factory car parks to the T in 'street' on the east side. The Clerk is to forward these onto NCC Highways before the deadline of 10 <sup>th</sup> July.	PR/JF
20/785	<u>Tennis Courts</u> Chairman Reedman updated Council concerning the complaint received i.e. tennis courts usage, conflict with youths playing football. The complainant requested signage be installed but as this is not under the remit of the Parish Council, it has been passed onto the Village Hall Committee to oversee.	-
20/786	<u>Maintenance Thornby Lane</u> Liz Cappell has maintained this area of the village for many years and Council recorded their thanks. This is now being passed onto another resident to maintain.	-

## 20/787 ACCOUNTS

### Accounts for Payment – Current Account

Council considered and 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>				
001463	Crick Bits (James Best Ltd)	Repairs to old laptop – Inv. 27.05.20	LGA 1972 S111	£45.00
001464	Josie Flavell	Money for purchase of new laptop, security malware and Office 365 annual subscription.	LGA 1972 S111	£500.00
S/O	Josie Flavell	Clerk's July Salary including home working allowance £386.68 salary / home allowance £37.50	LGA 1972 S112 LGA 1963 S5	£424.18
001465	LGSS Law	Naseby Play Area Lease Legal Fees (confirming of lease instruction) – Inv. 195808	LGA 1972 S111	£10.38

Ref.	Payee	Description	Power to Pay	Amount
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>				
001466	Naseby Village Hall and Recreation Ground	Replacement cheque for roof repairs grant.	LGA 1894 S8(1)i	£2,214.00
001467	Josie Flavell	Extra pay for July salary as monthly standing order has yet to be changed from old salary amount of £386.78 to the new/correct salary amount of £450.38.	LGA 1972 S112	£63.60
001468	Josie Flavell	Clerk's expenses – Vodafone bill reimbursement July at £19.46. Mileage fees x 4 visits to Naseby for various cheque signing at £7.83 per visit (45p per mile)	LGA 1972 S112	£50.78
001469	Naseby Village Hall Management Committee	Room hire charges for February and March. Inv. NVH/2019/375	LGA 1972 S133	£30.00
001470	Maximow	Grass cutting fees May/June – 2020-033	Open Spaces Act 1906 ss 9 and 10	£202.00
001471	Countrywide Grounds Maintenance Ltd	Grass cutting fees for June Inv. TBC	Open Spaces Act 1906 ss 9 and 10	£1332.00
001472	Rugby Pest Control	Quarterly pest control fees for Qtr. 1 2020 – Inv. TBC	Open Spaces Act 1906 ss 9 and 10	£60.00
001473	HMRC	July Tax / NI Contributions	LGA 1972 S112	£32.80
001474	HMRC	August Tax / NI Contributions	LGA 1972 S112	£32.80
001475	Josie Flavell	Extra pay for August 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
001476	Josie Flavell	Vodafone bill reimbursement - August	LGA 1972 S112	£19.46
001477	Maximow	Grass cutting fees June/July – Inv. TBC	Open Spaces Act 1906 ss 9 and 10	£303.00
001478	Countrywide Grounds Maintenance Ltd	Grass cutting fees for July Inv. TBC	Open Spaces Act 1906 ss 9 and 10	£1332.00
<b>Direct Debit Payments</b>				
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 68598103 June	Highways Act 1980 s 270	£57.98
<b>CANCELLED CHEQUES</b>				
001424	Naseby Village Hall Management Committee	Grant for roof repairs – cancelled due to the committee requesting the cheque be made out to a different name, so the bank will accept it. Cheque No. 001424		£2,214.00
20/788	<b>INCOME</b>			
	<b>Date</b>	<b>Account</b>	<b>Income Received</b>	<b>Amount</b>
	30/06/2020	Business Reserve	Bank Interest	£0.49
	29/05/2020		Bank Interest	£9.76
	30/04/2020		Bank Interest	£8.30
	23/04/2020		Precept from DDC	£15,500.00
20/789	<b>Balance of Accounts 30.06.2020</b>		<b>Earmarked Reserves:</b>	
	a). Current Account	£0.00	Sports Court	£2,000
	b). Business Reserve Account	£51,926.98	CIL Money	£7,524
20/790	<b>Quarter 1 Finance Reporting</b>			
	a) Council received and noted the contents of the Quarter 1 Finance Report.			
	b) The Clerk reported that the quarter 1 bank reconciliations and statements will be issued to Internal Control Cllr Howat for review and approval, with a full report to be given at the September meeting.			
<b>COUNCILLORS AREAS OF INTEREST</b>				
20/791	HIGHWAYS – nothing new to report.			SH
20/792	STREET LIGHTING – nothing new to report.			PR
20/793	NEIGHBOURHOOD WATCH & POLICE – nothing new to report.			RJ

<b>COUNCILLORS AREAS OF INTEREST</b>		
20/794	VILLAGE HALL COMMITTEE – nothing new to report.	LD
20/795	NASEBY BATTLEFIELD PROJECT – nothing new to report.	SH
20/796	TREES AND FOOTPATHS – nothing new to report.	PC/SD
20/797	DEFIBRILLATOR – nothing new to report.	LD
20/798	WELCOME BOOKLET – nothing new to report.	PN
20/799	WIND FARM COMMUNITY FUND – nothing new to report.	PR
<b>CIRCULATIONS TO NOTE</b>		
20/800	All circulations were noted by Council. Emails: John Hunt, Spratton PC – 59/60 Bus Routes Updates Emails: NCC – Covid-19 Updates/Information Emails: DDC – Covid-19 Updates/Information Emails: NCC Highways – Parking Restrictions	
20/801	<b>ITEMS FOR THE NEXT AGENDA</b>	
<ul style="list-style-type: none"> <li>▪ There were no items reported other than those already mentioned in the minutes.</li> </ul>		

*In the absence of further business, the meeting was closed at 21:25pm*

**The next meeting will take place on Thursday 3<sup>rd</sup> September at 7:30pm**

**Signed:** .....

**Date:** 13<sup>th</sup> July 2020

**Paul Reedman – Chairman**