

## MINUTES OF ORDINARY COUNCIL MEETING

On Thursday 03 September 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 and Cllr Howat  
Clerk: Josie Flavell (Mrs)  
Public: No Members of Public

## MINUTES

### ORDINARY MEETING

### Action

#### 20/813 APOLOGIES

Cllr Carter – prior engagement.

Accepted

#### 20/814 PUBLIC PARTICIPATION

There were no issues/views reported or to consider from members of the public.

#### 20/815 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.

#### 20/816 MINUTES

Council RESOLVED to Chairman Reedman approving and authorising the Ordinary Parish Council Meeting Minutes of the Extra Ordinary Meeting held on 13<sup>th</sup> July 2020.

### ITEMS FROM PREVIOUS MINUTES

#### 20/817 Play Area (Min Ref. 20/770)

- Chairman Reedman reported that the Grant Application to KWCB for £3,600 has been successful and will be paid to Friends of Naseby Play Area. KWCB require that an undertaking is approved, which is contained within their offer letter. The PC has to undertake any additional works to the drainage and if necessary, it allows KWCB to claim the money back. Council RESOLVED to this being approved by Chairman Reedman.
- The land drain and toddler replacement fencing installations will be commencing works on Monday 7<sup>th</sup> September. Gravel for the drainage works will be tipped onto the car park, which has been agreed with the Village Hall Committee, and a small section of the fence will be removed for access, with excess soil being moved to the soil mound in the corner.  
Fencing – the contractor had included for a skip in the price to allow for disposal of the old fencing. However, the Village Hall now want the old railings and the contractor has agreed to reduce the total amount by £190.00 and will take away the old fence posts only. Council unanimously agreed for £2,000 of the current CIL reserve to fund the additional cost of the new fencing, which is in excess of the budget allocation.  
Due to the extent of the work, the drainage contractor has had to price for heras fencing and from a safety perspective, the play area and Village Hall car park will be closed for the duration of the works (2-3 days). Notices are to go onto Facebook to alert the public to this and they need to be added to noticeboards and the fence posts also. Cllr Nicholson agreed to create the notices and to contact Katrina Jones to add a message to the Whatsapp group.

PN

	<p>c) Update concerning the re-opening of the play area – see above.</p> <p>d) Receive an update concerning the new fence and gate – see above.</p> <p>e) Council RESOLVED to Cllr Davies to instruct The Play Company to conduct a formal annual play inspection at a cost of £110.00 (+VAT), in advance of the expiration of the KOMPAN contract maintenance period on the 10<sup>th</sup> October 2020.</p>	
20/818	<p><u>Village Hall Grants Update (Min. Ref. 20/771)</u></p> <p>The Calor Gas grant application was unsuccessful but the Committee still gained £500 as a runner up. However, the Committee were successful in gaining the small business grant from the Government, so have enough money. The Annual Meeting of the Village Hall Committee is taking place soon to allow the new committee to be formed.</p>	-
20/819	<p><u>New Footpath – Naseby Village Green (Min. Ref 20/772)</u></p> <p>Cllr Johnston reported that the path needs to be established in early spring due to the weather changing. Ideally before nesting season commencing on the 1<sup>st</sup> April.</p> <p>Council agreed for Cllr Johnston to look into costs and for these to be available by the November meeting .</p>	RJ
20/820	<p><u>Tree Planting (Min Ref. 20/774)</u></p> <p>Cllr Johnston and Cllr Davies reported that the children will not be able to plant the trees due to Covid-19 as the schools aren't allowing the children to partake in extra-curricular activities at school.</p> <p>The trees can be planted anytime between November and February but the planting needs to be co-ordinated and would be good to have it completed during National Tree Planting Week - 26<sup>th</sup> November to 1<sup>st</sup> December. Publicity is required to promote this event.</p> <p>Cllr Nicholson reported that Margaret Anderson and other parishioners would like to be involved in the planting plan. Council agreed that a proposed plan needs to be drawn up for consideration and a draft rota for those partaking in the planting.</p> <p>Clearance between trees needs to be considered, to ensure grass cutting and maintenance can take place.</p> <p>Cllr Davies to liaise with Chris Bignell of the Village Hall Committee.</p>	RJ SD
20/821	<p><u>Playing Field Title (Min. Ref. 20/776)</u></p> <p>Chairman Reedman reported that the title transfer has been approved and until it is registered, the lease of the play area cannot take place as the new title number is required to enable this to happen.</p>	-
20/822	<p><u>Dog Mess (Min Ref. 20/777)</u></p> <p>Cllr Johnston reported that it seems to be okay at present and that she is picking up mess in the evenings at the allotments.</p> <p>Cllr Howat reported that surrounding villages have banned parishioners from walking their dogs on their playing fields and this might be why there are more people walking their dogs on Naseby playing field. Cllr Howat agreed to check signage in Clipston and other local areas.</p>	SH
20/823	<p><u>Information Board Project (Min Ref. 20/778)</u></p> <p>Cllr Howat reported that the quote is around £1,500 including VAT, which is significantly more than what is budgeted for this project. Council RESOLVED to approve the quote subject to rechecking the school's permission and that planning permission is not required, and for Cllr Howat to place the order and commence with the project and to utilise CIL money to clear the balance.</p> <p>Cllr Johnston will contact the Primary School to ask again if they are still happy for the sign to be installed and for the hedge to be cut back to allow for this to take place. The Clerk to ask the Planning Department if permission is required.</p>	SH RJ JF
20/824	<p><u>Bus Service 59 and 60 Update (Min. Ref. 20/779)</u></p> <p>a) Chairman Reedman reported that £463.00 for a five day service to Market Harborough and Northampton up to the 7<sup>th</sup> July 2020, has already been paid. Council then agreed to pay to the balance of the subsidy, for the remainder of the year to the 1<sup>st</sup> March, which is a 2 and 3 day service – Market Harborough and Northampton respectively.</p> <p>b) Council RESOLVED to approve the final payment of £1458.40 to Spratton PC for the balance of this year's subsidy to the 1<sup>st</sup> March 2021. Which is a saving of £1k on the budgeted amount for the year.</p>	-
20/825	<p><u>Parish Benches (Min. Ref. 20/780)</u></p> <p>A decision on what benches to purchase needs to be deferred until we know where the trees are being planted. 3 Benches are required and the costs added to the 2021 budget if there is not enough CIL money available.</p> <p>Council agreed for Cllr Nicholson and the Clerk to bring this back to the November meeting. The Clerk is to contact British Recycled Plastics for a quote and to find out costs for the installation/concrete fixings.</p>	PN JF

20/826	<u>Whipping Cross (old Market Cross) (Min. Ref. 20/781)</u> Cllr Davies reported that he has contacted Rachel Booth the Conservation officer at DDC, and she has reported that the map the PC holds, does not correspond to her map. As the PC map is from Historic England, Cllr Davies feel this is the one which should be used, as the monument was last moved in 1993 by the PC. Cllr Davies asked DDC for grant information but this was unsuccessful. He will investigate further and report back. The Conservation Officer wants to know the schedule of works but this should be led by them and not the PC. However, Cllr Davies will request quotes from some local stonemasons for quotes to bring to the next meeting, so we also have an idea of costs for the 2021 budget.	SD
<b>GENERAL MATTERS</b>		
20/827	<u>External Audit – year ending 31<sup>st</sup> March 2020</u> a) Council received the External Auditor’s (PKF Littlejohn) report and NOTED the auditors approval. b) Council NOTED that the audit was completed successfully without any raised for matters. Council recorded their thanks to the Clerk for this.	-
20/828	<u>Central Government Consultation – Current Planning System</u> Council RESOLVED to defer this item to the next meeting.	JF
20/829	<u>Christmas Tree and Lights Switch on Event</u> a) Council RESOLVED to approve the cost of £265.00 for the order of the community Christmas tree. b) Switching on of the Christmas Lights event is planned for 29 <sup>th</sup> November 2020. Details to be confirmed.	-
20/830	<u>Office of Police Fire and Crime Commissioner Grant Funding</u> Council RESOLVED to investigate applying for funding for speed awareness signs for Cottesbroke Road, to a maximum of £5k. The Clerk to liaise with Ian Boyes of Highways about this and to report back to Council.	JF
20/831	<u>ANPR Camera Consultation – Church Street Site</u> Council RESOLVED to agree to the siting of this new camera as per the above mentioned consultation. The Clerk will write to the Police to confirm this decision.	JF
20/832	<u>Village Shop</u> a) Council RESOLVED to approve the leaflet costs of £28.00. b) Council NOTED that agreement has been obtained from the new owners, with regard to the Parish Council’s continued use of the two external noticeboards, and for the Parish Council owned post box and defibrillator notice to remain.	-
20/833	<u>Naseby News Articles</u> Council agreed to the following articles being added to the next issue of Naseby News. <ul style="list-style-type: none"> <li>▪ Poppy Appeal Co-ordinator role to be added in again.</li> <li>▪ Chairman’s 2019/20 Report.</li> <li>▪ Local Government Restructure update.</li> <li>▪ Councillor vacancy to be added again.</li> <li>▪ Land drains and fencing and well used play areas. Thank you to KWCB for the grant – Katrina re: Friends of Naseby Play Area.</li> <li>▪ Advert - village WhatsApp group</li> <li>▪ Note thanking Paul Kelly for his service at the KWCB</li> </ul>	JF
20/834	<u>Speed Indicator Device Repairs</u> a) Council RESOLVED to approve and reimburse the cost of two new batteries as purchased by Mr G Capell on behalf of Council at a cost of £151.96. b) The Clerk reported that she is still having issues contacting TWM due to the staff having been furloughed but will chase again.	JF
20/835	<u>Anglian Water Supply and Disruption</u> Council NOTED that further water mains pipes burst between Welford Road, Sibbertoft Road and Hall Close on 9/10 <sup>th</sup> August 2020. The Clerk is to forward copies of our complaint letters to Cllr Jonathan Harris for his information and to follow it up with Anglian Water on Council’s behalf.	JF
20/836	<u>Road/Highways Signs</u> NCC responded to the request for the hedges/vegetation to be cut back, to allow for highways signs to be fully visible and stated they have no money in the budget for this. Therefore, Cllr Davies and Cllr Howat agreed to go out and cut the vegetation and clean the signs also.	SD/SH

20/837	<u>National Pay Awards</u> Council RESOLVED to approve and award the national pay increase of 2.75% to the Clerk/RFO, to be backdated to 1 <sup>st</sup> April 2020 (as per details circulated to council prior to the meeting).			ALL
<b>PLANNING</b>				
20/838	<u>DA/2020/0584 Planning Application – 8 Knights Hill, Naseby - Single storey extension.</u> Council RESOLVED to a no comment response.			JF
-	<u>Land to the Rear of The Bothy, High Street</u> There are Highways and PC objections which the applicant is trying to overcome. The application will only go to committee for a decision if the planning officer is minded to approve it.			-
<b>20/839 ACCOUNTS</b>				
<b>Accounts for Payment – Current Account</b>				
Council considered and RESOLVED to all payments being made, as set out in the table below.				
<b>Ref.</b>	<b>Payee</b>	<b>Description</b>	<b>Power to Pay</b>	<b>Amount</b>
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>				
001486	Josie Flavell	Expenses: Mileage to Naseby and back x 2 (chq signing) Mileage to Rugby (banking) x 1 plus car parking fee Vodafone contract reimbursement	LGA 1972 S111	£42.42
S/O	Josie Flavell	Clerk's September Salary including home working allowance £386.68 salary / home allowance £37.50	LGA 1972 S112 LGA 1963 S5	£424.18
001487	Josie Flavell	Extra pay for September 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 due to tax code changes.	LGA 1972 S112 LGA 1963 S5	£63.60
001479	LGSS Law Ltd	Naseby Play Area Lease Legal Fees (confirming of lease instruction) – Inv. 197823	LGA 1972 S111	£62.28
001481	Maximow	Grass cutting fees July – 2020-049	Open Spaces Act 1906 ss 9 and 10	£202.00
001482	LGSS Law	Naseby Play Area Lease Legal Fees (confirming of lease instruction) – Inv. 199894	LGA 1972 S111	£72.66
001478	Countrywide Grounds Maintenance Ltd	Grass cutting fees for July Inv. 127515	Open Spaces Act 1906 ss 9 and 10	£1332.00
001483	Viking Direct	Printer cartridges and stationary – Inv. 705155	LGA 1972 S111	£39.07
001490	HMRC	September Tax / NI Contributions	LGA 1972 S112	£32.80
001484	Smith of Derby	Annual church clock service – Inv. 114610	Parish Councils Act 1957 S2	£286.60
001480	E.on Energy Solutions	Quarterly street lighting maintenance contract fees – Inv. 099065	Parish Councils Act 1957 S3 Highways Act 1980 S301	£72.77
001485	On Demand Digital Print	Leaflets for village – Inv. 19127	Localism Act 2011	£28.00
001488	Spratton Parish Council	Final balance owed on the 59/60 2020 subsidy.	Transport Act 1985 S106A	£1458.40
001495	Mr Geoff Capell	Reimbursement for purchase of 2 new batteries for the speed indicators.	Traffic Calming Act 1984 S57	£151.96
001491	Countrywide Maintenance	Grass Cutting Fees for August Inv. 132904	Open Spaces Act 1906 ss 9 and 10	£1332.00
001493	HMRC	Extra owed due to national salary increase and back dated pay. October salary	LGA 1972 S112	£16.00
001494	Josie Flavell	Extra owed on salary, due to salary increase and back pay and current SO being paid at the incorrect amount.	LGA 1972 S112	£26.60
<b>Direct Debit Payments</b>				
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 68598103 June	Highways Act 1980 s 270	£57.98
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 68954835 July & August	Highways Act 1980 s 270	£110.18

CANCELLED CHEQUES			
001489	Mr G Capell	Reimbursement for purchasing 2 x new SID batteries - INCORRECT AMOUNT WRITTEN ON CHEQUE	£251.96
20/840	<b>INCOME – Council NOTED all income.</b>		
	<b>Date</b>	<b>Account</b>	<b>Income Received</b>
	31/07/2020	Business Reserve A/C	No income.
	31/08/2020		No income.
20/841	<b>Balance of Accounts Council NOTED all balances.</b>		<b>Earmarked Reserves:</b>
	<b>JULY</b>		Sports Court £2,000
	a). Current Account	£0.00	CIL Money £7,524
	b). Business Reserve Account	£49,705.76	(£2,000 CIL to be used for toddler fencing)
	<b>AUGUST</b>		
	a). Current Account	£0.00	
	b). Business Reserve Account	£47,821.13	
20/842	<b>Quarter 1 Finance Reporting</b> Council NOTED the approval of the 1 <sup>st</sup> quarter accounts and bank reconciliations by Internal Control Councillor Steve Howat.		
<b>COUNCILLORS AREAS OF INTEREST</b>			
20/843	HIGHWAYS – Nothing to report.		SH
20/844	STREET LIGHTING - Nothing to report.		PR
20/845	Village WhatsApp Group & Police – Nothing to report.		RJ
20/846	VILLAGE HALL COMMITTEE – Cllr Dyett will be in attendance at the AGM and will report back at the next meeting.		LD
20/847	NASEBY BATTLEFIELD PROJECT – updating the information panels at all sites.		SH
20/848	TREES AND FOOTPATHS – Nothing to report.		PC/SD
20/849	DEFIBRILLATOR – Cllr Dyett reported the Defib is in full working order.		LD
20/850	COMMUNITY ENGAGEMENT – The Clerk will have the new booklet created by the end of the month and will include the updated details received from the local WI, which will be distributed by Margaret Anderson. Cllr Nicholson’s area of interest should be changed to Communications Officer.		JF
20/851	WIND FARM COMMUNITY FUND – as already reported under minute reference 20/817(a).		PR
	<ul style="list-style-type: none"> <li>Councillors were invited to comment on the West Northamptonshire alternative logos.</li> </ul>		
<b>CIRCULATIONS TO NOTE</b>			
20/852	Council NOTED all circulations. 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		
20/853	<b>ITEMS FOR THE NEXT AGENDA</b>		
There were no items reported.			

***In the absence of further business, the meeting was closed at 20.51pm***

The next meeting is scheduled for Thursday 1<sup>st</sup> October 2020 at 7:00pm

Signed: .....

Date: 01 October 2020

**Paul Reedman – Chairman**