

**DRAFT MINUTES**  
**ORDINARY PARISH COUNCIL MEETING**  
On Thursday 1<sup>st</sup> July 2021 at 7.30pm  
**Held at the Methodist Chapel, Gynwell, Naseby**

**Present:**

Chairman: Cllr. Reedman  
Councillors: Cllr Collins, Cllr Davies, Cllr Hall and Cllr Johnston  
Clerk: Josie Flavell (Mrs)  
Public: 1 Member of Public

**MINUTES**

**ORDINARY MEETING**

**21/177 APOLOGIES**

Cllr Dyett (prior engagement), Cllr Howat (annual leave) and Cllr Johnston arrived late at 20:28 due to a prior engagement – all apologies were accepted.

**21/178 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.

**21/179 MINUTES**

Council RESOLVED to Chairman Reedman approving and authorising the Ordinary Council Meeting Minutes of the 10 June 2021 as a true and accurate record but with one modification under minute reference 21/152, as it should have read Cllr Howat and not Cllr Davies. Chairman Reedman amended this and duly signed the minutes.

**21/180 PUBLIC PARTICIPATION (OPEN MEETING)**

There were no reports or views to consider.

**ITEMS FROM PREVIOUS MINUTES**

21/181	<u>Dog Waste Bin Update (Min Ref. 21/147)</u> The Clerk reported that the Purchase Order has been submitted to Richard Jones of Norse (WNC). Chairman Reedman asked the Clerk to give Mr Jones his contact details to ensure the bin is installed in the correct location.	JF
21/182	<u>Proposed Benches (Min. 21/148)</u> Two quotes were received from contractors for installing the benches, which were circulated prior to the meeting. Council RESOLVED to approve the quote from Karl Webber at a cost of £1,285.00. Council also agreed to delay ordering the benches until the contractor has completed the concrete plinths.	JF
21/183	<u>CCTV (Min Ref. 21/149)</u> Council noted the report by Cllr Johnston and Cllr Collins (as circulated prior to the meeting) and unanimously agreed to Cllr Collins contacting Alpha CCTV (Clerk to provide contact details) to request a site meeting, and to also liaise with the VH Committee concerning power installation. Council agreed for this to be brought back to the September meeting for further discussion.	AC JF
21/185	<u>Footpath to Fairfax Viewing Platform Update (Min Ref. 21/151)</u> Chairman Reedman reported that he will be holding a meeting with the WNC Highways Rep. Helen Howard on 14 <sup>th</sup> July to discuss the footpath signage. Chairman Reedman also reported he will also ask about the concealed junction at Welford Road, southbound drivers cannot clearly see Hall Close and highways signage is required. The kerb line of Nutcote opposite number 27 is irregular and requires a white line to guide drivers around the slight bend.	PR

21/186	<p><u>Play Area Update (Min Ref. 21/152)</u></p> <p>a) Blue Seat Unit – nothing to report as the company that Cllr Howat approached has yet to submit their quote. However, Geoff Capell knows someone who may be able to do this who are based in Northampton.</p> <p>b) Zip wire matting – Council RESOLVED to approve the Solutions 4 Playgrounds quote of £185.00 and £500 for two days labour to remedy the safety matting issues. Council unanimously agreed to ask the contractor to include sandy topsoil to fill in the trenches and make good the mound and seed the areas too. Chairman Reedman reported that the climbing frame has a wobbly post which needs rectifying and Council agreed for Chairman Reedman to contact KOMPAN to find out if this piece of equipment is under warranty.</p> <p>c) Lease and Transfer of Land Title – Village Hall Committee Secretary are now involved to move this matter forward and have sent a letter to their solicitors, to transfer the land registration to the VH Committee. Until this is registered nothing else can be completed.</p>	PR
21/187	<p><u>Internal Audit (Min Ref. 21/154)</u></p> <p>a) Council received and NOTED the Internal Audit Report for year ending 31<sup>st</sup> May 2021.</p> <p>b) There were no actions to report or complete from the outcome of the internal audit.</p>	-
<b>GENERAL MATTERS</b>		
21/188	<p><u>Anglian Water (Min ref. 21/159)</u></p> <p>Further low water pressure was experienced in the village on 30<sup>th</sup> May, 26<sup>th</sup> and 27<sup>th</sup> June respectively. A letter was sent to Anglian Water after the June meeting and a has yet to be received, but the Clerk will chase for a response. The Anglian Water Engineer Karl Porter rang the Chairman today, and he expressed disappointed that correspondence with the council is continuing.</p>	PR
21/189	<p><u>Fitzgerald Arms Sign</u></p> <p>Chairman Reedman reported that he has been in liaison with the owner of the pub, and they have agreed to take remedial action. To be added to the September for following up.</p>	JF
21/190	<p><u>Market Cross and War Memorial Request</u></p> <p>a) Council considered a request received concerning illuminating both the aforementioned and Council agreed to investigate this further. The Clerk is to liaise with Rachel Casey at E.on in terms of connection and lighting options and report back at the next meeting in September.</p> <p>b) Cllr Davies reported that the Planning Application has been approved (24<sup>th</sup> June 2021) for the whipping post remedial works, with a few conditions attached. Cllr Davies is to confirm receipt of the planning application approval and return this to the Planning Department, with the Clerk contacting the Stonemason David Sleight.</p>	JF SD
21/191	<p><u>Fitzgerald Arm Sign</u></p> <p>This item was accidentally added to the agenda twice. Please see minute reference 21/189.</p>	-
21/192	<p><u>Online Banking Update</u></p> <p>a) Council NOTED that both the Clerk/RFO and Chairman Reedman are now registered and able to use the new online system.</p> <p>b) Council NOTED that all payments are made by the Clerk/RFO after they have been approved at a full council meeting and all guidance is to be followed concerning this for audit purposes.</p> <p>The Clerk reported that the Internal Controls Statement will need to be changed to reflect the changes to banking and a new Online Banking Policy will also be created, in readiness for approval at the September meeting.</p> <p>Council requested the Clerk look into Unity Trust Bank and any other banks which allow for a two-step authorisation process. The Clerk agreed to circulate a report for consideration at the September meeting.</p>	JF
21/193	<p><u>Facebook Request</u></p> <p>Council considered the request received from a resident asking for agendas to be added to the Council Facebook page and resolved to the Clerk only adding a hyperlink of where to locate them on the Council website instead.</p>	JF
21/194	<p><u>Welcome Booklet</u></p> <p>Council RESOLVED to update the welcome booklet and print an additional 50 copies. Councillors to give the Clerk information for the new booklet.</p>	JF
21/195	<p><u>Housing Needs Survey</u></p> <p>Council considered and agreed the proposed survey dates suggested by West Northants i.e., commencing 12th July and ending w/c 9th August.</p>	PR

PLANNING		
21/196	<p><u>WND/2021/0144 Planning Application Amendment – Kelmarsh Hall</u></p> <p>To increase annual permitted number of show days and set-up and take-down days. Council RESOLVED to a no comment response.</p>	-
21/197	<p><u>WNP/2021/0005 Planning Application – Land off Thornby Road, Naseby</u></p> <p>Construction of agricultural machinery store.</p> <p>Councillors had no direct knowledge of the arson attack justifying this replacement building, however, Cllr Davies recalled a building fire some time ago on the lane between the Fairfax viewing platform and Kelmarsh.</p> <p>The proposal involves using an existing gate on Thornby Road and a new track cut through mature trees to reach the site for a new building in an open field which will be clearly visible from Thornby Road. The applicant already has two modern barns consented for agricultural use fronting to Cottesbrooke Road and one of these was used by Roma Leather for storage under temporary planning permissions during the construction of their new factory. Council unanimously agreed to object for the following reasons:</p> <ul style="list-style-type: none"> <li>• It is a greenfield site.</li> <li>• Destruction of woodland and natural habitats</li> <li>• Nature conservation due to the removal of the above and mature trees</li> <li>• Highway safety and adequacy of the access track for agricultural machinery</li> <li>• Detrimental effect on views from Thornby Road for walkers and cyclists</li> <li>• Need for a new barn when two existing barns are available.</li> </ul> <p>Council also agreed to investigate the fire event reported by Cllr Davies and to amend or add to the reasons if appropriate, and for Chairman Reedman to draft a response and circulate it to councillors for comment prior to the Clerk submitting it.</p>	PR/JF

#### 21/198 ACCOUNTS

##### Accounts for Payment – Current Account

Council considered and RESOLVED to all payments being made via BACS, Direct Debit and Standing Order, as set out in the table below.

Ref.	Payee	Description	Amount
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>			
S/O	Josie Flavell	Clerk's July Salary and home working allowance (Salary £397.68 – Allowance £37.50)	£435.18
BACS	Josie Flavell	Clerk's expenses – Vodafone mobile phone contract reimbursement.	£19.73
BACS	HMRC	July Tax and NI contributions	£99.40
BACS	Maximow	Grass Cutting fees for June – Inv. 2021/033	£206.00
BACS	Countrywide Maintenance	Grass cutting fees for June – Inv. 179862	£2,052.00
BACS	Naseby Village Hall Mgt Committee	Hire of large hall for the June monthly Council meeting. Inv. NVH/2020/39	£42.00
BACS	E.on Energy Solutions Ltd	Quarterly maintenance fee for streetlighting – Inv. 106312	£72.77
BACS	Smiths of Derby	Annual Church clock service – Inv. 119206	£295.20
<b>Direct Debit Payments</b>			
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 70760083 (June)	£62.88
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 70597965 (May)	£66.19

#### 21/199 INCOME Council NOTED all income

Date	Account	Income Received	Amount
04 May 2021	Business Reserve A/C	Precept	£15,5750
30 May 2021		Bank Interest	£0.40
30 June 2021		Bank Interest	£0.47

21/200	<p><b>Balance of Accounts 01 July 2021</b></p> <p>Council NOTED the bank balance and all earmarked reserves.</p> <p>a). Current Account                      £48,063.48</p> <p>b). Business Reserve Account       -</p>	<p><b>Earmarked Reserves:</b></p> <p>General reserve                            £25,071</p> <p>Sports Court                                £3,000</p> <p>CIL Money                                    £4,850</p> <p>Play Area                                     £1,000</p> <p>Benches                                       £1,500</p> <p>Whipping Post                               £3,200</p> <p>Information Board                          £700</p> <p>Street Lighting                              £1,100</p> <p><b>TOTAL                                        £40,421</b></p>
21/201	<p><b>QUARTERLY FINANCE REPORTS &amp; INTERNAL CONTROL</b></p> <p>a) None of the quarterly finance and internal control could be approved due to Cllr Howat being on annual leave.</p>	
<b>COUNCILLORS AREAS OF INTEREST</b>		
21/202	HIGHWAYS – nothing to report.	SH
21/203	STREET LIGHTING – nothing to report.	PR
21/204	NEIGHBOURHOOD WATCH & POLICE LIASON – nothing to report.	RJ
21/205	VILLAGE HALL COMMITTEE – Fete on 10 <sup>th</sup> July.	LD
21/206	NASEBY BATTLEFIELD PROJECT – nothing to report.	SH
21/207	MOWING WARDEN – Playing Field is having an extra cut on the 6 <sup>th</sup> for the fete.	RJ
21/208	TREES AND FOOTPATHS – Overgrowing trees letter to be sent to Cllr Collins and Chairman Reedman.	JF
21/209	DEFIBRILLATOR – new adult pads have been ordered.	LD
21/210	WELCOME BOOKLET – see minute reference 21/194.	JF
21/211	WIND FARM COMMUNITY FUND – nothing to report.	PR
<b>CIRCULATIONS TO NOTE</b>		
21/212	<p>Council NOTED all circulations.</p> <p>Emails: NCalc – Friday Updates</p> <p>Letter (resident) – concerning Fitzgerald Arms sign</p> <p>Email: Lynn Lavender (Internal Auditor) – Internal Audit Reports</p> <p>Email: West Northants Council – planning applications</p>	
21/213	<b>ITEMS FOR THE NEXT AGENDA</b>	
<p>▪ None reported.</p>		

**None Agenda Item Additional Note**

Duke of Edinburgh Awards - Chairman Reedman recorded Councils thanks to Charlie Darker and James Andrew for their work cleaning road signs, dog waste bins and the light on the churchyard gate plus trimming vegetation by the village hall play area gate, and will complete the D of E Awards Assessors report accordingly.

***In the absence of further business, the meeting was closed at 21:10pm***

***Next meeting to be held on 2<sup>nd</sup> September at the Methodist Church at 7:30pm***

Signed: .....

Date: 02 September 2021

**Paul Reedman – Chairman**