



# MINUTES

## ORDINARY PARISH COUNCIL MEETING

On Thursday 03 November 2022 at 07:30pm  
Held at The Methodist Chapel, Gynwell, Naseby

### **Present:**

Chairman: Cllr Reedman

Councillors: Cllr Anderson, Cllr Hall, Cllr Woobey, Cllr Davies, and Cllr Collins

Clerk: Josie Flavell (Mrs)

Public: No members of public

### MINUTES

#### 22/702 APOLOGIES

Council received the following apologies and accepted this.

- Cllr Howat

#### 22/703 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.

#### 22/704 MINUTES

Council RESOLVED to Chairman Reedman approving the Ordinary Parish Meeting Minutes of 06 October 2022, as a true and accurate record. The minutes were duly signed.

#### 22/705 PUBLIC PARTICIPATION (OPEN MEETING)

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

#### ITEMS FROM PREVIOUS MINUTES

22/706	<p><u>Battlefield Highways Sign (Min Ref. 22/672)</u></p> <p>Chairman Reedman circulated a report prior to the meeting and reported that the new sign will look similar to the existing sign with the same wording.</p> <p>Council unanimously agreed to creating the new sign with the exact same wording as currently used including the 400 yards measurement.</p> <p>Original quotes were for an oak sign for circa £800 or an aluminium sign at under £100. Council unanimously agreed to approve the modern/aluminium sign option.</p> <p>The Clerk is to place the order.</p>	PR/JF
22/707	<p><u>Toddler Play Hut (Min Ref. 22/673)</u></p> <ol style="list-style-type: none"> <li>a) No further reports can be given until the play inspection has taken place. The Clerk agreed to chase the inspection company for a date and report back to council.</li> <li>b) Cllr Collins and Cllr Woobey agreed to join the play inspection rota team in place of Cllr Howat and ex-Cllr Johnston. Cllr Davies to create a new rota and distribute.</li> </ol>	JF SD

	c) Play hut repair still needs to be completed. However, Council agreed to wait to see what comes out of the play inspection.	
22/708	<u>Removal of Conifer – Whipping Cross (Min Ref. 22/676)</u> Cllr Collins reported that there are 11 locations where vegetation needs to be cut back and the conifer at the Whipping Cross needs to be removed as it has grown too large and blocks the view of the monument and visibility for road users. Council unanimously agreed to the conifer being removed and to replace it with a miniature slow growing shrub.	SD
22/709	<u>Tree Works &amp; Greens Maintenance (Min. Ref. 22/677)</u> Cllr Collins reported that various contractors were contacted and asked to quote for the list of works. Unfortunately, only one contractor returned their quote - Treeworx. Costs for all works £700.00 exc. VAT and Council agreed to approve Treeworx quote for this amount. Cllr Collins will contact Treeworx to confirm the work order. Cllr Davies is to recommend a replacement plant for the conifer and Chairman Reedman will liaise with the lady who originally planted the conifer to give an update.	AC/JF
22/710	<u>Renewal of Mowing Contract/Tender (Min ref. 22/678)</u> Chairman Reedman reported that Cllr Howat requested that the mowing contract be reviewed as he feels less cutting should take place so that certain areas can return to their wild state, thus saving money also. Chairman Reedman stated how the current contracts works, what's included in those contracts with the two separate contractors, and that the last tender was for a 3-year contract. a) Feedback was given and all unanimously agreed that minor changes are needed to some of the wording within the contract and a few of the plans, and cuts still need to take place every two weeks during the growing season. Chairman Reedman, Cllr Davies and Cllr Hall will review all documents and complete a first draft of the tender documents in readiness for full approval at the next meeting. b) Council RESOLVED to defer agreeing the tender deadline date until the December meeting. All agreed that the tender documents need to be sent back ready for council to review and agree by the February meeting latest.	PR/DH SD
<b>GENERAL MATTERS</b>		
22/711	<u>Environmental Health Report</u> Chairman Reedman reported that West Northants Council Environmental Health had been contacted about the fire which took place in the village from fence panels being burnt, and a response has been received stating a letter has been sent to the company owner about their conduct and the materials burnt.	-
22/712	<u>Legal Fees</u> Council NOTED the increase in Pathfinder Legal Services Ltd legal fees, but a stop has been put on these until further action is taken by the Land Registry. Chairman Reedman reported that the playing field title deeds have still not been transferred to the Village Hall due to awaiting Land Registry to separate the two land titles i.e., the playing field and the obelisk.	-
22/713	<u>2023/24 Meeting Dates</u> a) Council RESOLVED to approve the list of proposed meeting dates for 2023/24 and for the Clerk to add these to the Council website. b) Council RESOLVED to approve Tuesday 16 <sup>th</sup> May 2023 for the Annual Parish Meeting and to hold this in All Saints Church. Chairman Reedman agreed to consult the Church Warden regarding this date and the booking.	JF

22/714	<u>National Pay Award (Clerks)</u> a) Council NOTED that the national pay award to all NJC pay scales has been considered and an update on an agreement is to be received in due course. Council also NOTED that the increase is to be back dated to 1 <sup>st</sup> April 2022. b) Council RESOLVED to approve the pay increase to the Clerk in due course, subject to the figures being circulated to council prior to the next available payroll run.	JF
22/715	<u>Traffic Monitor / Speed Display Sign – Cottesbroke Road</u> Council considered making an application for a grant to the police and Crime Commissioner for a solar powered device and unanimously agreed to do this and for Chairman Reedman to create the first draft of the grant application.	PR
22/716	<u>Outdoor Exercise Equipment</u> a) Cllr Hall reported that he held a meeting with Sunshine Gyms and has received 3 different quotes from them. Further quotes were received from other suppliers and circulated to council for review prior to the meeting. However, Cllr Hall recommended Sunshine Gym as the supplier should this project goes ahead. All agreed that further investigation into grant funding is still required. b) Cllr Hall circulated the draft outdoor gym questionnaire leaflet prior to the meeting with all amendments added from recent Councillor feedback. Council agreed that the leaflet could be delivered with Naseby News. The Clerk is to ask the printers to add a unique number to each leaflet.	DH/JF
22/717	<u>Recognition Award</u> The Clerk confirmed that a request to West Northants Council and the 3 Brixworth Ward County Councillors to recognise Kemal Chetitah's March for Men Charity walk achievement, has already been completed and responses received to state this is being dealt with. Council unanimously agreed to insert a congratulations message into the next issue of Naseby News.	-

## 22/718 ACCOUNTS

### Accounts for Payment – Current Account

- Council RESOLVED to all payments being made via BACS, Standing Order and Direct Debit, 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 November Salary including backdated pay to 1 <sup>st</sup> April 2022 and home working allowance (backdated pay £262.50, salary £469.93 + allowance £37.50)	£702.56
BACS	Josie Flavell	Reimbursement for payment of monthly mobile phone fee (Vodafone November)	£22.72
BACS	HMRC	November Tax	£184.85
BACS	Maximow	Grass cutting playing field (October) – Inv. 104	£223.20
BACS	Countrywide Maintenance	Grass cutting of village (October) – Inv. 261843	£702.00
BACS	The Royal British Legion	Poppy Wreath for Remembrance Sunday	£50.00
BACS	Paul Reedman	Reimbursement for purchase of the defib and do not climb signs, including printer cartridges.	£84.47

BACS	Parish Magazine Printing	Production fees for Autumn issue of Naseby News. Inv. 9241	£288.29														
BACS	Margaret Diack (All Saints Church)	Reimbursement for book of condolence (Queen Elizabeth II) and postage to records office.	£34.43														
BACS	Naseby Methodist Church	Hall hire fees – Council meeting November	£15.00														
BACS	Naseby Methodist Church	Defibrillator Annual power fee	£45.00														
BACS	Northants Rural First Responders	2 x Defib First Aid community training events	£100.00														
BACS	Office International (Viking Direct)	Box A4 Paper and printer ink cartridges – Inv. 9362864	£81.18														
<b>Direct Debit Payments</b>																	
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 73066608 (Sept/Oct)	£80.00														
D/D	Opus Energy Ltd	Streetlighting unmetered supply – Inv. 73066725 (Sept/Oct)	£3.96														
22/719	<b>INCOME</b> Council NOTED all income.																
	<table border="1"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>29 Sept 2022</td> <td rowspan="3">Business Reserve A/C</td> <td>WNC Final Precept Payment</td> <td>£15,750</td> </tr> <tr> <td>30 Sept 2022</td> <td>Bank Interest</td> <td>£5.62</td> </tr> <tr> <td>20 Oct 2022</td> <td>Refund of Clerk's Salary (accidentally paid twice)</td> <td>£477.63</td> </tr> </tbody> </table>			Date	Account	Income Received	Amount	29 Sept 2022	Business Reserve A/C	WNC Final Precept Payment	£15,750	30 Sept 2022	Bank Interest	£5.62	20 Oct 2022	Refund of Clerk's Salary (accidentally paid twice)	£477.63
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22/720	<b>Quarter 2 Internal Control</b> Due to Cllr Howat's absence this item could not be noted.																
22/721	<b>Balance of Accounts</b> Council NOTED the balance of accounts. <b>Balance as at 31<sup>st</sup> October 2022</b> a). Current Account £40,733.76 b). Business Reserve Account £0.00		<b>Earmarked Reserves:</b> Council NOTED all reserves. General reserve £36,313 Sports Court £2,000 Play Area £1,000 Information Board £1,000 Street Lighting £420.00 <b>TOTAL £40,733</b>														
<b>COUNCILLORS AREAS OF INTEREST</b>																	
22/722	HIGHWAYS – there were no reports to consider.		-														
22/723	STREET LIGHTING – there were no reports to consider.		-														
22/724	POLICE & FIRE LIASON – Council RESOLVED to Cllr Woobey taking on this responsibility and attending the next Police Liaison meeting on 7 <sup>th</sup> November.		-														
22/725	VILLAGE HALL COMMITTEE – Cllr Collins reported that nobody responded to the committee advert. The advert needs to be added to the next Naseby News.		-														
22/726	NASEBY BATTLEFIELD PROJECT – there were no reports to consider.		-														
22/727	MOWING WARDEN – there were no reports to consider.		-														
22/728	TREES AND FOOTPATHS – there were no reports to consider.		-														

22/729	DEFIBRILLATOR – the clerk reported that the defib training event has been confirmed and will take place on the 10 <sup>th</sup> of November at the Village Hall and 16 <sup>th</sup> of November at the Methodist Church, and a poster has been added to Facebook to promote this.	-
22/730	WELCOME BOOKLET – there were no reports to consider.	-
22/731	WIND FARM COMMUNITY FUND – Cllr Davies reported that £46.5k has been spent within Naseby since 2018 and that only £1.1k remains available for Naseby within the current financial year.	-
<b>CIRCULATIONS TO NOTE</b>		
22/732	Council NOTED all circulations.	
<b>22/733</b>	<b>ITEMS FOR THE NEXT AGENDA</b>	
	<ul style="list-style-type: none"> <li>▪ Budget and Precept</li> <li>▪ Mowing Contract Tender Documents and list of contractors</li> </ul>	

**NB:** It has been confirmed that the conversion of the steel framed barn to residential at New House Farm is not subject to CIL (Permission WNP/2022/0002).

In the absence of further business, the meeting closed at 21:19pm

**Signed:** .....

**Date:** 01 December 2022

Paul Reedman - Chairman