



## **DRAFT MINUTES**

# **ORDINARY PARISH COUNCIL MEETING**

**On Thursday 04 April 2024 at 07:00pm**  
**Held at The Methodist Chapel, Gynwell, Naseby, Northamptonshire**

### **Present:**

Chairman: Cllr Reedman  
 Councillors: Cllr Hall, Cllr Collins, and Cllr Anderson  
 Public: 4

## **AGENDA**

### **23/205 APOLOGIES**

The following apologies and reason for absence were received and accepted:

- Cllr David Brodala
- Cllr Stephen Davies
- Cllr Aldo Rodi

### **23/206 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.

### **23/207 MINUTES**

Council RESOLVED to Chairman Reedman approving the Ordinary Parish Council Meeting Minutes of the following meetings as true and accurate records:

- 1<sup>st</sup> February 2024
- 7<sup>th</sup> of March 2024

### **23/208 PUBLIC PARTICIPATION (OPEN MEETING)**

Council received the following views/statements from members of the public:

- a) A member of the Naseby Primary School NSA, Verity Biggs, reported that she is now Chair of the NSA and is looking to connect with Council and work closely with them.  
 The Village Hall is currently being used by NSA to hold events for the school children and parents but they are being charged for the hall hire on a regular user rate of £15 per hour, which is proving costly and wondered if there are any funds Council can award the NSA to help towards this. Also, as part of her new role, Verity reported that she co-ordinated a survey of the residents closest to the Village Hall and through this, ex-Council Chairman Scott Westway got in touch and issued a list of items that Council had previously agreed to pay for. One of these items was an annual stipend payment to the Village Hall for running costs.  
 Chair Reedman stated that the matter Mr Westaway raised, has already been dealt with by Council back in September of 2023, whereby a resolution was made not to give an annual stipend due to regulations surrounding grant funding for operating costs and also due to council having awarded the Village Hall Committee various, generous, grants over many years – a list of the various grants was

given. Chairman Reedman also explained that during the pandemic the Village Hall received up to £20k in funding from the government to keep the hall open and when Council considered the annual stipend (back when Scott Westaway was on Council), the Village Hall Committee was not proactive at all and did not have a viable income stream. The current committee is making a profit. The only way council can agree to fund activities is through an individual grant application. However, the grant application must identify a need, and should Council feel it is worthwhile a grant made by awarded.

Cllr Collins stated that the Village Hall should not be charging the school for the use of the hall and should be supporting the school and children.

Council requested that a proposal be drawn up by the NSA of their funding requirement and submitted to the Clerk for Council consideration. It was also agreed that a meeting be held with the Village Hall Committee to discuss the school's use of the village hall.

Verity agreed to send a proposal to Council and then hold a meeting with the VH Committee.

b) A member of public, Felicity Ryan, also stated she is a member of the NASE and supports Verity Biggs in her new position and would like to see the village gain more cohesion concerning village organisations and how they operate with one another.

c) WNC Cllr Jonathan Harris reported that the Local Plan consultation commences next week on the 8<sup>th</sup> of April. Should Council like to see the draft, it can be found in the WNC Council papers for the last full meeting, although he agreed to send Council a link to this.

Planning – Cllr Harris also reported that there are call in options through him for all planning items on council's agenda, in particular, the planning item concerning land off Thornby Road.

d) WNC Cllr Kevin Parker reported that the Local plan consultation is for 8 weeks, and the paper is circa 300 pages long. Also, the Town and Parish Council briefing has already been issued.

#### GENERAL MATTERS

23/209	<u>West Northants Local Plan – Rural Areas Settlement Hierarchy</u> Council NOTED that the response has been submitted and acknowledgment received.	-
23/210	<u>Neighbourhood Development Plan</u> a) Council NOTED the YourLocale NHP consultancy fees Invoice for £4,000.00 (exc. VAT) has already been paid out of the Groundworks funding. The Clerk is awaiting further invoices from YourLocale and is to complete the Groundworks grant funding reports at year-end. b) Council NOTED the date of the next committee meeting as 13 <sup>th</sup> of May. c) Council NOTED feedback from the AECOM meetings concerning technical support for Design Codes and the Housing Needs Survey (HNS), which took place on the 26 <sup>th</sup> of March. A site meeting will take place soon to review the Design Codes. Work on the Housing Needs Survey has already begun.	-
23/211	<u>Chairmans's Annual Report</u> Council NOTED the Chairman's Report for the 2023/24 year. A few suggestions were made by Councillors and the Chair agreed to revise and re-circulate the report before the Annual Parish Meeting.	PR
23/212	<u>Annual Governance &amp; Accountability Statement SECTION 02 – Accounting Statement Year-ending 31<sup>st</sup> March 2024</u> Council received and NOTED the completed Section 02 of the AGAR for year-ending 31.03.24, as prepared and authorised by the Clerk/RFO.	JF
23/213	<u>Website Move to .gov.uk Domain</u> a) Council considered and RESOLVED to move the Council website domain to .gov.uk. at a cost of £76.00 (exc. VAT). b) Council NOTED that the Government has applied a £100 credit towards the cost, resulting in a charge of £76 (exc. VAT) for the first two years via Parish Council Websites (t/a BWP Creative).	JF

23/214	<p><u>Outdoor Gym Update</u></p> <p>Following receipt of resident comments via letter, Cllr Brodala met with the owners of Northamptonshire Dance and received a very positive response to the proposal of housing a gym within their studios. Cllr Brodala will be creating a profit and loss report to ensure the figures agree, with a potential business plan being created at a later for council to consider.</p> <p>Council considered the alternative ideas/proposals from Cllr Brodala and RESOLVED to defer this item to the next meeting. Cllr Hall agreed to respond to the resident who suggested an amendment to the project, with an update.</p>	DH
23/215	<p><u>Play Area</u></p> <p>Council considered and agreed to set a site meeting for the 12<sup>th</sup> of April at 4:30pm to discuss the contents of the Annual Play Inspection Report between meetings.</p>	-
23/216	<p><u>Damaged Streetlight Knight's Hill</u></p> <p>Chairman Reedman gave a breakdown of the history of the lights in this location and explained the light has been damaged on several occasions over the years.</p> <p>The contractor has given quotes for replacing said light, with a like-for-like heritage style lamp at £3,789 and for a standard LED lamp at a cost of £1,665 (both exc. VAT). The road is unadopted and has been for 20 years, with no signs of it being adopted in future. One of the two streetlights which are council's responsibility, is completely surrounded by trees which hampers its ability to work correctly.</p> <p>Council considered and agreed to the proposal made to remove both heritage style cast iron streetlights and replace them with just one standard LED light, installed near to the highway by the street sign, and to cover the full cost of this. Council RESOLVED to Chairman Reedman drafting a letter to the residents stating this and also confirming that the other streetlights within the road will not be maintained or replaced by Council, these are solely the responsibility of the residents.</p>	PR
23/217	<p><u>Market/Whipping Cross</u></p> <p>Council received a progress report as follows.</p> <p>Cllr Davies has contacted the WNC Conservation Officer Rachel Booth and asked for confirmation of the permitted alternative stone to replace the failed Clipsham stone. There has been no response from the stone supplier.</p> <p>Council RESOLVED to raise a purchase order to submit to the stonemason once confirmation on the permitted stone has been received from WNC, and for the Clerk to chase the stone supplier again for a response, including a draft of the press release council will issue to local press, local councils and add to social media, should they not comply with the original request. Chairman Reedman and Cllr Davies are to draft the press release.</p>	PR/SD
23/218	<p><u>Naseby Village Hall Funding</u></p> <p>This item was considered under the public open session – minute reference 23/208(a).</p>	-
23/219	<p><u>Mowing Contract</u></p> <p>Council received an update on the mowing contract and scheduled items as follows.</p> <p>Cllr Hall reported that although the full 15 cuts were not conducted, this was due to No Mow May and weather conditions, but the contractor did conduct many other works free of charge during the season to make up for this.</p> <ul style="list-style-type: none"> <li>▪ Biodiversity – the contractor Thompson Ground Care have asked if Council will agree to a banner being installed on one of the grass verges at an entrance/exit point of the village stating they are sponsoring the biodiversity activities within Naseby.</li> </ul>	DH

	<p>Council agreed to this subject to confirming a location and it being passed via Highways.</p> <ul style="list-style-type: none"> <li>▪ New Contract Items – the allotment cut has now been added to the contract and the Benches at the sports field require a strim every second cut. Cllr Hall is to contact the contractor to have this added to the contract.</li> </ul>	
23/220	<p><u>Pest Control Price Increase</u></p> <p>Council NOTED the price increase to the quarterly service contract from £65.00 to £69.00 exc. VAT, from the 1<sup>st</sup> of April 2024.</p>	JF

## PLANNING

23/221	<p><b><u>Application WND/2024/0355/FUL – Ivydene, High Street, Naseby</u></b> - TPO Tree Application</p> <p>Council NOTED the approval of the above TPO application.</p>
23/222	<p><b><u>Application WND/2024/0081 – Jackdaw Cottage, 91 Church Street, Naseby</u></b></p> <p>Council NOTED the approval of the application for a new dwelling adjacent to Jackdaw Cottage with amended access showing a single combined access. The original plans that Council reviewed prior to responding, have been changed.</p>
23/223	<p><b><u>Application WND/2024/1572/FULL – Land off Thornby Road, Naseby</u></b></p> <p>New country house, access, and landscape proposals under NPFF Para.84e (amended scheme DA/2019/1014).</p> <p>A copy of the previous objection letter in 2019, to Daventry District Council (DDC), was circulated to council. It was agreed that the majority of the original objections still stand, and the plot is still designated as a site of outstanding landscape. CIL has been mentioned in the new application but there is no information regarding the applicant.</p> <p>Council RESOLVED to Chairman Reedman drafting an objection letter for council review prior to submission and basing it on the original objections submitted in 2019, utilising information from the DDC refusal notice, including information concerning anomalies on the new application form.</p>

## 23/224 ACCOUNTS PAYABLE

### Accounts for Payment – Current Account

Council RESOLVED to approve 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 April Salary and home working allowance	£538.31
BACS	HMRC	Tax – April salary	£125.13
BACS	Josie Flavell	Vodafone – monthly fee for council mobile	£25.00
BACS	Naseby Methodist Church	Hall hire fees – Council meeting April	£18.00
BACS	The Community Heartbeat Trust	Defib paediatric pad replacements – Inv. 20000 <i>PAID between meetings on 23<sup>rd</sup> of March to release order.</i>	£119.94
BACS	Smiths of Derby	Annual Church Clock Service fee – Inv. 131307	£351.60
BACS	West Northants Council	Printing fee – A0 Maps for Neighbourhood Plan. Inv. 424002035549	£26.40
BACS	Autela Payroll Services	Final Invoice for end of payroll contract. Inv. 13710	£73.73
BACS	Northants ACRE	Annual membership subscription fee.	£42.00
BACS	On Demand Printing	Neighbourhood Plan poster printing (30no.) – Inv.25565	£44.00

BACS	Parish Magazine Printing	Production of Spring edition of Naseby News – Inv.11464	£341.15
BACS	Parish Councils Websites	Registration of new domain name .gov.uk for 2 years inc. migration of current website to new domain. Inv. 2748	£91.20
<b>Direct Debit Payments</b>			
D/D	Opus Energy	Streetlighting unmetered supply (Jan to Feb) Inv. 75060552	£98.64
D/D	Opus Energy	Streetlighting unmetered supply (Feb to March) Inv. 75158266	£89.92
<b>INCOME – all income was NOTED by Council.</b>			
23/225	<b>Date</b>	<b>Description</b>	<b>Amount</b>
	22/03/24	Compass Energy Community Donation	£512.90
	26/03/24	Naseby News Advert Fee – Meditation	£15.00
	19/03/24	Naseby News Advert Fee – Royal Oak	£7.50
<b>BANKING &amp; RESERVES</b>			
23/226	<b>Bank Accounts</b> Council NOTED all bank balances.  <b>Balance as at 31<sup>st</sup> March 2024 (year-end)</b> a). Current Account                      £0.00 b). Business Reserve Account   £37,238.60	<b>Reserves</b> Council NOTED all Earmarked reserves. General reserve                      £33,318.00 Play Area                               £1,000 Information Board                   £1,000 Street Lighting                       £420.00 2025 Elections                       £500.00 Gym Equipment                       £1,000 <b>TOTAL</b> <b>£37,238.00</b>	
<b>COUNCILLORS AREAS OF INTEREST</b>			
23/227	HIGHWAYS – there were no new reports to receive.		-
23/228	STREET LIGHTING – this item was reported on earlier in the meeting under minute reference 23/216.		-
23/229	POLICE & FIRE LIASON – there were no new reports to receive.		-
23/230	VILLAGE HALL COMMITTEE – Cllr Collins reported that the Village Hall Committee have received a grant from the Kelmarsh Wind Fund and will use this to create the new footpath from the village hall to the play area.		-
23/231	MOWING WARDEN – already reported under minute reference 23/219.		-
23/232	TREES AND FOOTPATHS – the Clerk agreed to forward the email concerning an overgrown hedge complaint to Cllr Collins to deal with. Comments were made at the NHP Open Day that a footpath all the way round Naseby Reservoir would be an advantage.		JF/AC
23/233	DEFIBRILLATOR – the new paediatric pads have now been received and installed.		-
23/234	WELCOME BOOKLET – a booklet needs to be delivered to 47 High Street.		-
23/235	CCTV – Cllr Collins reported that Brixworth Village Hall have been in contact concerning the CCTV system, asking for advice. The Clerk requested that Mr Coles be directed to her.		AC
23/236	PLAY AREA – already reported under minute reference 23/215.		-
23/237	WIND FARM COMMUNITY FUND – there were no new reports to receive.		-
<b>CIRCULATIONS TO NOTE</b>			
23/238	Council NOTED all circulations as follows: <ul style="list-style-type: none"> <li>▪ NCALC Emails and West Northants Council communications.</li> </ul>		

	<ul style="list-style-type: none"> <li>▪ ACRE – various circulations.</li> <li>▪ PKF Littlejohn – 2023-24 Audit Documentation and Instructions</li> </ul>
<b>23/239</b>	<b>ITEMS FOR THE NEXT AGENDA</b>
<p>The following items were agreed for inclusion within the next meeting agenda.</p> <ul style="list-style-type: none"> <li>▪ Removal of 2 small trees at the obelisk.</li> </ul>	

**NB:** WNC Planning Portal – Royal Oak site application has been added again and notices have been made. A policy comment has recently been added stating there is no provision in the DDC Local Plan for self-build houses and it is outside of the village envelope. It is against policy but nothing yet mentioned about refusal this time round.

*In the absence of further business, the meeting was closed at 20:30pm*

**Signed:** .....  
Paul Reedman - Chairman

**Date:** 2<sup>nd</sup> May 2024

DRAFT