



DRAFT MINUTES

ORDINARY PARISH COUNCIL MEETING

On Thursday 3rd July 2024 at 07:00pm

Held at The Methodist Chapel, Gynwell, Naseby, Northamptonshire

Present:

Chairman: Cllr Reedman
 Councillors: Cllr Collins and Cllr Davies
 Clerk: Josie Flavell
 Public: 2

MINUTES

WELCOME/OPENING PROCEDURES

Chairman Reedman welcomed all and opened the meeting.

24/321 APOLOGIES

The following apologies and reasons for absence were accepted and approved:

- Cllr Aldo Rodi (holiday)

24/322 DECLARATION OF INTERESTS

- a) There were no declarations of any Disclosable Pecuniary or Other Interest reported.
- b) There were no dispensations or written requests for dispensation of DPI to consider.

24/323 MINUTES

Council RESOLVED to Chairman Reedman approving the Ordinary Council Meeting Minutes of the 6th of June 2024, as a true and accurate record.

24/324 PUBLIC PARTICIPATION (OPEN MEETING)

PCSO Barton

PCSO Carl Barton introduced himself and stated that he is based out of the Brixworth Policing unit, of which covers a huge rural area of Northamptonshire - a plan was shown to council members. 4 Police Officers and 2 PCSO's work out of this unit with the back-up of Daventry Response Officers when needed.

PCSO Brown reported recent crime as follows:

- A vehicle crime took place last week, where the tools were taken from the back of a van in the village. The vehicle owner suffered the same crime only two years ago and the Police believe it to be opportunists.
- A campervan and trailer were recently stolen from Cold Ashby and diesel has also been stolen from fuel tanks of lorries parked up in the A14 laybys whilst the drivers are asleep in recent weeks. Generally, Naseby is a low crime area.

BUSINESS TO BE TRANSACTED		
24/325	<p>NSA Grant Application</p> <p>Cllr Collins reported that the Village Hall Committee considered the request to lower the fee for the end of school year event, to be funded by council and confirmed that the Village Hall Chairman reported the school already receive a regular discount. However, the dates have been booked with the village hall and the Clerk is awaiting the invoice to make payment. Council RESOLVED to cover the cost of £240 for this event.</p>	JF
24/326	<p>Neighbourhood Development Plan</p> <p>a) Council NOTED the End of Grant form for £10,000 has been submitted to Groundworks.</p> <p>b) Council NOTED a new grant application has been submitted to Groundworks for £8,000.</p> <p>c) Council NOTED a draft of the Naseby Design Guidance and Codes document has been received from AECOM. Comments are being prepared including highlighting the omission of some listed properties. The document didn't show a number of listed properties (6 no.) that need to be shown, which also do not appear via the WNC planning portal – a letter is to be sent.</p> <p>d) Council NOTED a 'call for sites' for small scale development sites – a letter will be issued to all local landowners.</p> <p>e) Council NOTED a number of listed buildings (6 no.) have been identified which do not appear on West Northants planning system. WNC are to be requested to investigate and to update their planning system.</p>	-
24/327	<p>Street Lighting</p> <p>a) Knight's Hill Street Light – Council NOTED and approved the revised quotation of £3,049 (exc. VAT) from E.on, covering the installation of a new galvanised column and LED lantern at the new position, which includes the removal of leaning column no. 33 and disconnection of electrical supply to light no.'s 33, 21, and 35.</p> <p>i. Council NOTED that upon completion of the aforementioned works, National Grid Electricity Distribution will be requested to create a new unmetered supply certificate omitting light no.'s 21, 33 and 35.</p> <p>ii. Council RESOLVED to approve a letter to be delivered to all residents in Knight's Hill confirming light no. 33 is to be removed due to safety concerns and light no.'s 21 and 35 will be disconnected and left in place following the resident consultation response.</p> <p>b) Clipston Road Street Light - Council RESOLVED to retrospectively approve the instruction issued to E.on to re-plumb the lighting column in accordance at a cost of £134.00 (exc. VAT), due to the column leaning dangerously and in need of repair.</p>	PR/JF
24/328	<p>Unmetered Supply Contract</p> <p>a) The Clerk reported that the quotes for the new unmetered supply contractor will be received by the end of week commencing 8th of July. All costs will be circulated to council and a decision made between meetings and ratified at the September meeting, as per a previous resolution.</p> <p>b) The Clerk reported that Opus Energy (current supplier) have sold their portfolio to EDF Energy with the transfer of all contracts to take place during Q3 of 2024. However, this does not affect Council as the new contracts will have been agreed prior to this taking place.</p>	JF
24/329	<p>War Memorial Repairs</p> <p>Council RESOLVED to approve for a paid inspection which includes a report of the memorial's current condition, to allow for consideration of all repairs.</p>	PR/AR

	This report will also help determine if a listed buildings consent application is needed.	
24/330	<p>Play Area Lease (from Village Hall Committee)</p> <p>a) Council RESOLVED to approve the use of consultant (Aimcon Surveys) to prepare a land registry compliant play area plan for inclusion with the lease document.</p> <p>b) Council RESOLVED to approve the cost of £225 (exc. VAT) for the plans to be created. The Clerk is to issue a purchase order.</p>	PR/JF
24/331	<p>Village Hall Committee and Trustees Update</p> <p>A replacement Village Hall Secretary has been sought due to Janet Bignell stepping down and a hand over is being organised. There has been little interest in the Chair role. The next Village Hall Committee meeting is taking place on the 24th of July, with the current Chair stepping down immediately thereafter. The remaining committee members need to decide how to take this forward.</p> <p>Cllr Collins reported that the hall lobby and first floor are being redecorated and the main hall will be painted in July also. The sports court has been cleaned and the surface is now in good condition. In addition, completion of the footpath around the hall and across to the sports court is imminent.</p> <p>Cllr Davies stated that there items on the Independent Annual Inspector's Report which require the committee's attention such as the goal.</p>	-
24/332	<p>Market/Whipping Cross</p> <p>Cllr Davies reported that the stonemason David Sleight is unable to conduct the restoration work as his employee is currently on long term sick leave.</p> <p>The quotation is for the Scotch Buff sandstone at a cost of £1,110 (exc. VAT), which the WNC Conservation Officer Rachel Booth, has already approved. Labour costs are circa £2.5k.</p> <p>A Tender/Method Statement specification needs to be created to enable council to find a replacement stonemason as soon as possible. However, the Conservation Officer will want to review any new method statements prior to the works commencing.</p> <p>Mr Sleight agreed to recommend stonemasons for the work to be done.</p> <p>Council RESOLVED to give delegated authority to the Clerk, Chair, and Cllr Davies to make decisions between meetings concerning the employment of a new stonemason and any associated actions required to get the repair works underway.</p> <p>Cllr Reedman stated that he had held a telephone conversation with the original Clipsham stone supplier, who is not at all interested. Council unanimously agreed to the press release being dropped to local papers in the area local to the stone supplier forthwith.</p>	SD PR/JF
24/333	<p>Naseby News</p> <p>a) Council RESOLVED to agree the next publication date as the 1st of October, with the deadline for article/artwork submission to be determined.</p> <p>b) Council NOTED that a new volunteer is required to deliver to the 25 no. outlier farms and properties.</p>	JF
24/334	<p>Naseby Open Gardens</p> <p>a) Council RESOLVED to record Council's thanks to the organisers and participants of this highly successful event, namely, Janet Bignell and Cllr Antonia Collins, the gardeners, bakers, Naseby Band and all villagers who contributed.</p> <p>b) Council NOTED the event raised a total of £2,400 which has been shared equally between All Saints Church, the Methodist Chapel and Village Hall.</p>	-

24/335	Village Gateways Council considered the need for more village gateways as per supplier literature circulated prior to the meeting and RESOLVED not to take this any further. Should more be required, WNC will be requested to supply and install these.	-
24/336	Recruitment of New Councillors Council considered how best to attract new council members, with Cllr Collins reporting that 3 attempts have been made with villagers, with one gentleman who has agreed to contact Cllr Collins when he returns from his holiday, with another resident agreeing to call soon. Cllr Davies reported that he had asked his 2 new neighbours, but they have confirmed they would like to settle in first and then consider it at a later date.	-

PLANNING

24/337	Planning Application 2024/7137/FULL – Fitzgerald Arms, Naseby Erection of a single dwelling and garage and alterations to existing access. Council NOTED that permission has been granted in line with the amended drawing which was not seen by the Parish Council prior to approval. The application red line boundary has been amended, no provision for public parking has been made and a 4ft boundary wall is to be constructed along the back of the footpath with gates to access the front tarmac area. Council considered the consequences and agreed that further action and a response was required due to the amended drawing not being available and procedure not being followed. Cllr Reedman and Clerk are to draft a complaint letter.	PR/JF
24/338	EM/5747 Proposed Stopping Up of Highways DRAFT Order – Fitzgerald Arms, Naseby Consultation concerning the proposed stopping up order from the Department of Transport under the Town and Country Planning Act 1990 s247. <ul style="list-style-type: none"> Council considered the draft order and RESOLVED to object to this application on the grounds of it being used as public parking for 30+ years and that there are drainage issues in that area. When it rains heavily, water collects and pedestrians are unable to use the footpath. The new boundary wall will lead to pedestrians being forced to walk in carriage way causing safety issues. 	PR/JF
24/339	Planning Application 2024/2760/FULL – Windward Ho, Welford Road, Naseby Alterations to extension plus garage to existing house. Alternative scheme to approved application 2023/6580/FULL (deadline 05/07) Council RESOLVED to consider and agreed they are happy with the new scheme.	JF

24/340 ACCOUNTS

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
ONLINE PAYMENTS VIA BACS TRANSFER & CHEQUE			
S/O	Josie Flavell	Clerk's July Salary and home working allowance (Salary £620.92 – Allowance £37.50)	£658.42
BACS	Josie Flavell	Reimbursement for payment of monthly mobile phone fee (Vodafone July)	£25.98
BACS	HMRC	July Tax and NI	£157.70

BACS	Naseby Methodist Church	Hall hire fees – Council meeting July	£18.00								
BACS	Naseby Methodist Church	Hall hire fees – NHP Meeting June	£18.00								
BACS	Thompson Ground Care	Grass cutting fees May – Inv. 0748	£1,174.56								
BACS	Maximow	Grass cutting fees (sports field) May and June – Inv. 338	£389.76								
BACS	Thompson Ground Care	Grass cutting fees June – Inv. 0762	£1,438.56								
BACS	Viking Direct	Consumables, paper and stamps. Inv. 4328112	£108.72								
BACS	DCK Payroll Solutions	June Payroll Service Fee – Inv. 24256	£18.00								
BACS	DCK Payroll Solutions	July Payroll Service Fee – Inv. 24353	£18.00								
BACS	Josie Flavell	Parish Online annual subscription fee reimbursement.	£72.00								
Direct Debit Payments											
D/D	Opus Energy Ltd	Street lighting unmetered supply – credit note 75433032 (May to June)	-£107.10								
24/341	INCOME Council NOTED all income.										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 20%;">Account</th> <th style="width: 45%;">Income Received</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>30/05/24</td> <td>Business Reserve A/C</td> <td>Bank Interest - May</td> <td style="text-align: right;">£64.50</td> </tr> </tbody> </table>			Date	Account	Income Received	Amount	30/05/24	Business Reserve A/C	Bank Interest - May	£64.50
Date	Account	Income Received	Amount								
30/05/24	Business Reserve A/C	Bank Interest - May	£64.50								
24/342	Balance of Accounts Council NOTED all balances. Balance as at 27th June 2024 a). Current Account £42,063.56 b). Business Reserve Account £0.00		Earmarked Reserves: Council NOTED all reserves. General reserve £34,813.00 Whipping Cross £3,750 Play Area £1,000 Add. Street Lighting £800.00 2025 Elections £700.00 Gym Equipment £1,000 TOTAL £42,063.00								
COUNCILLORS AREAS OF INTEREST											
24/343	HIGHWAYS – there were no new reports to receive.		-								
24/345	STREET LIGHTING – this item was reported under minute reference 24/327.		-								
24/346	POLICE & FIRE LIASON – meeting will be taking place at the end of July.		-								
24/347	VILLAGE HALL COMMITTEE – this item was reported under minute reference 24/331.		-								
24/348	CCTV – there were no new reports to receive.		-								
24/349	PLAY AREA – this item was reported under minute reference 24/330.		-								
24/350	MOWING WARDEN – the footpath off Cottesebroke Road still needs cutting as the gate was locked last week and the contractor could not gain access.		-								
24/351	TREES AND FOOTPATHS		-								
24/352	DEFIBRILLATOR – there were no new reports to receive.		-								
24/353	WELCOME BOOKLET – there were no new reports to receive.		-								
24/354	WIND FARM COMMUNITY FUND – Cllr Davies reported that the outdoor gym equipment grant of £7k has been put on hold whilst awaiting an update from council. The Naseby Band were successful in gaining a grant of £1,445.00 and will use the funds to promote the band.		-								

CIRCULATIONS TO NOTE	
24/355	<p>Council NOTED all circulation as follows:</p> <ul style="list-style-type: none"> ▪ NCALC Emails ▪ West Northants Council communications
24/356 ITEMS FOR THE NEXT AGENDA	
	<ul style="list-style-type: none"> ▪ Ratification of the August Accounts. ▪ Internal Control for Q1. ▪ Setting of Finance Working Group meeting date (overview of the 2024/25 Budget).

In the absence of further business, the meeting closed at 20:10pm

Signed:

Paul Reedman - Chairman

Date: 5th September 2024

DRAFT