



AGENDA

PARISH COUNCIL MEETING

Thursday 5th September 2024 at 07:00pm

Council members are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held at the Methodist Chapel, Gynwell, Naseby

Please inform the Clerk of your apologies if you are unable to attend.

Email: parish.clerk@nasebyparishcouncil.gov.uk

Signed:*Flavell*.....Proper Officer/Clerk

Public Participation: In accordance with Standing Order 3(e)(f) members of the public and press are invited to address Council about any matter relating to the business to be transacted during the public forum. A total period not exceeding 15 minutes will be set aside for this purpose with a 3-minute period given to each person in attendance.

AGENDA

WELCOME/OPENING PROCEDURES

Chairman Reedman to welcome all and open the meeting.

24/357 APOLOGIES

To receive and accept apologies and reason for absence.

24/358 DECLARATION OF INTERESTS

- a) To receive declarations of any Disclosable Pecuniary or Other Interest.
- b) To receive dispensations or written requests for dispensation of DPI.

24/359 MINUTES

RESOLVE to approve the Ordinary Council Meeting Minutes of the 3rd of July 2024.

24/360 PUBLIC PARTICIPATION (OPEN MEETING)

- a) To receive a report from local PCSO Carl Barton.
- b) To hear any Parishioner issues/views.

BUSINESS TO BE TRANSACTED

24/361	<p>Play Area Lease</p> <ul style="list-style-type: none"> a) TO NOTE that the Lease from the Village Hall Committee (21 year lease) was signed at the end of July and Pathfinder Legal (council's solicitor) has been instructed to register it with HM Land Registry. b) RESOLVE to approve the retrospective decision made between meetings concerning the installation of a short footpath extension from the village hall emergency door to the corner of the basketball court by Naseby Construction, at a cost of £290 (exc. VAT). 	PR
24/362	<p>Neighbourhood Development Plan</p> <ul style="list-style-type: none"> a) To NOTE the approval of the £8,000 grant application from Groundworks. 	

	<p>b) To NOTE the final version reports of the Naseby Design Guidance and Codes and of the Housing Needs Assessment, have been received from AECOM.</p> <p>c) To NOTE WNC have confirmed that 6 properties in the vicinity of Manor Farm House are not individually listed but fall within the heritage curtilage of listed Manor Farm House.</p> <p>d) To NOTE the ‘call for sites’ letter for small scale development sites has been issued to landowners adjacent to the village core (closure date 6th September) together with a similar letter to all residents informing them of the position.</p>	PR
24/363	<p>Street Lighting</p> <p>a) To NOTE that following Council’s decision to recognise Knight’s Hill as a private Road, 3 street lights on the road have been disconnected – 2 columns left in place and 2 removed).</p> <p>b) To NOTE that a new Parish Council owned 18-watt LED street lighting has been installed on the High Street / Knight’s Hill junction.</p> <p>c) RESOLVE to approve the retrospective decision made between meetings to install a part night photocell control at an additional cost of £45.00 (exc. VAT).</p> <p>d) To NOTE a revised unmetered supply certificate has been requested to reflect the lighting changes.</p> <p>e) To NOTE that the two additional street lights at Catton Close will not be adopted by the Parish Council until May 2025 at the earliest.</p>	PR/JF
24/364	<p>Unmetered Supply Contract</p> <p>a) To receive a progress report from the Clerk.</p> <p>b) To receive an update concerning Opus Energy – current supplier.</p>	JF
24/365	<p>Government Revised Housing Targets</p> <p>To NOTE that NCALC have advised that as a result of revised Government Policy, housing numbers for the West Northants Local Plan (2024-2041) will rise from 2124 to 2584 houses, per year (+21%), which will put additional pressure on identifying sites across West Northants. It is not yet known what effect this will have on Naseby.</p>	PR
24/366	<p>War Memorial Repairs</p> <p>To receive a progress report on repairs from Cllr Rodi.</p>	AR
24/367	<p>Market/Whipping Cross Repairs</p> <p>To receive a progress report on repairs from Cllr Davies.</p>	SD
24/368	<p>Village Hall Committee and Trustees</p> <p>To receive a progress report on the future of the village hall and its current committee and trustees from Cllr Collins.</p>	AC
24/369	<p>Naseby News – Autumn Edition</p> <p>RESOLVE to agree which council articles to produce for this edition of the newsletter, as follows:</p> <ul style="list-style-type: none"> ▪ All Saints Church boundary wall - recent change in legislation allowing Parish Councils to contribute. ▪ Christmas Tree Lighting Event ▪ Neighbourhood Plan Update (Advisory Group Chairman, Mark Clements) ▪ Play Area Lease ▪ Knight’s Hill Road – private road ▪ Village Hall and its future 	ALL
24/370	<p>Village Hall CCTV Service</p> <p>RESOLVE to consider the need for the system to be serviced and what action to take.</p>	AC

24/371	<p>Christmas Tree Order and Lighting Event</p> <p>a) To NOTE that the Christmas tree for this year has been ordered with Welford Tree Farm at a cost of £279.16 (inc. delivery but exc. VAT).</p> <p>b) RESOLVE to approve a budget for refreshments for the tree lighting event.</p> <p>c) To receive an update on who will be organising the event and ensuring delivery of the tree takes place.</p>	PR/JF
24/372	<p>Remembrance Day 2024</p> <p>RESOLVE to approve the annual donation of £60 for the wreath.</p>	ALL
24/373	<p>Welcome Booklet and Distribution</p> <p>a) To consider Cllr Brodala's offer to revamp the Welcome Booklet.</p> <p>b) To consider and agree a volunteer or Councillor to take over the delivery to new residents as and when required.</p> <p>c) To consider and agree a print run of 50 copies of the booklet.</p>	ALL
24/374	<p>WNC Draft Local Transport Plan Consultation</p> <p>To consider and agree a comments response to this consultation before the deadline of 17th of October 2024.</p>	ALL
24/375	<p>Annual Tree and Hedge Maintenance</p> <p>To consider and agree the list of greens maintenance jobs compiled by Cllr Collins.</p>	AC
24/376	<p>Councillor Recruitment</p> <p>To consider and agree ways to recruit new councillors.</p>	ALL
24/377	<p>Q1 Internal Control Review</p> <p>To NOTE that the Q1 review of the accounts has taken place, and that Internal Control Councillor David Brodala, has approved all documents.</p>	JF
24/378	<p>Annual Play Area Inspection</p> <p>a) To NOTE that the repeat order has been placed with The Play Inspection Co. at a cost of £205.00 (exc. VAT) for this year's inspection.</p> <p>b) To NOTE that the inspection will take place in early November – date TBC.</p>	JF
24/379	<p>External Audit – 31st March 2024</p> <p>a) To receive an update concerning the external audit for year ending 31st March 2024.</p> <p>b) To NOTE that the Clerk/RFO has reinstated the AGAR as requested by the External Auditor, PKF Littlejohn and created an action plan to remedy the issue raised.</p>	JF
PLANNING		
24/380	<p>Planning Application 2024/7137/FULL – Fitzgerald Arms, Naseby (Change of Use)</p> <p><i>Erection of a single dwelling and garage and alterations to existing access.</i></p> <p>a) To NOTE that WNC Planning issued a lengthy response letter to Council's formal complaint concerning procedure. The letter concludes that the failure to make revised plans available to the council and the public for further comment, did not have a significant effect on the decision to approve this application.</p> <p>b) To NOTE that Council objected to the Stopping-up of the public highway (front car park).</p> <p>c) To consider and agree a response to the letter received from Buckles Law in relation to Council's objection to the draft order.</p>	ALL
24/381	<p>Planning Application 2024/8008/FULL – Land South of Royal Oak, Naseby</p> <p>To receive an update and to NOTE that this application has been appealed due to non-determination.</p>	ALL

24/382	Planning Application 2024/2760/FULL – Windward Ho, Welford Road, Naseby <i>First floor extension, single storey rear and side extension with balcony over the new garage and demolition of existing garage - APPROVED</i> To NOTE that this application has been approved.	ALL
24/383	Planning Application 2024/1764/FULL – The Old Post house, School Lane, Naseby <i>Change of Use from holiday let to dwelling house – APPROVED.</i> To NOTE this application has been approved.	ALL

24/384 ACCOUNTS

Accounts for Payment – Current Account

- a) RESOLVE to approve and ratify all payments made between meetings during July and August, as highlighted in green below.
- b) RESOLVE to approve all payments being made via BACS, Standing Order, and Direct Debit, as set out in the table below for the current accounting period.

Ref.	Payee	Description	Amount
ONLINE PAYMENTS VIA BACS TRANSFER & CHEQUE			
S/O	Josie Flavell	Clerk's August 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 August)	£25.98
BACS	HMRC	August 2024 Tax and NI	£157.70
BACS	Thompson Ground Care	Grass cutting fees July – Inv. 0776	£1,174.56
BACS	Maximow	Grass cutting fees (sports field) July – Inv. 357	£389.76
BACS	E.on Energy Solutions	Replumbing of street light on Clipston Road	£162.00
BACS	Rugby Pest Control	Quarterly pest control fee – Inv. 12250	£82.80
BACS	Josie Flavell	Reimbursement: Domain name fees (£38.15) and NHP call for sites letter postage (36.25) and owed mileage claim (£12.65)	£87.05
BACS	DCK Payroll Solutions	AUGUST Payroll Service Fee – Inv. 24513	£18.00
BACS	DCK Payroll Solutions	SEPTEMBER Payroll Service Fee – Inv. TBC	£18.00
BACS	Naseby Construction	Installation of footpath extension at Village Hall – Inv. 22/08/24	£392.40
BACS	Naseby Methodist Church	Hall hire fees – NHP Meeting September	£18.00
BACS	Naseby Methodist Church	Hall hire fees – Council Meeting July	£18.00
BACS	Naseby Methodist Church	Hall hire fees – Council Meeting September	£18.00
BACS	Thompson Ground Care	Grass cutting fees August – Inv. TBC	£1,174.56
BACS	Maximow	Grass cutting fees (sports field) August – Inv. TBC	£389.76
BACS	AimCon Surveys	Creation of Land Registry plan for Play Area Lease. Inv. 1018	£273.60
BACS	YourLocale	Neighbourhood Plan consultancy fees – Inv.YL/NP/004	£3,000.00
S/O	Josie Flavell	Clerk's September 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 September)	£25.98	
BACS	HMRC	September 2024 Tax and NI	£157.70	
BACS	On Demand Print Ltd	Printing of 350 A4 Neighbourhood Plan 'Call for Sites' Letters. Inv. 26512	£54.00	
Direct Debit Payments				
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 75600237 (July to Aug)	£29.09	
24/385	INCOME To NOTE all income.			
	Date	Account	Income Received	Amount
	11/07/24	Business Reserve A/C	HMRC VAT Claim Q1	£1,946.38
	22/07/24		NHP Grant (Groundworks)	£8,000.00
	31/07/24		Bank Interest - July	£56.03
24/386	Balance of Accounts To NOTE all balances.		Earmarked Reserves: To NOTE all reserves.	
	Balance as at 30th of August 2024		General reserve	£37,694.00
	a). Current Account	£44,944.40	Whipping Cross	£3,750.00
	b). Business Reserve Account	£0.00	Play Area	£1,000.00
			Add. Street Lighting	£800.00
			2025 Elections	£700.00
			Gym Equipment	£1,000
			TOTAL	£44,944.00
COUNCILLORS AREAS OF INTEREST				
24/387	HIGHWAYS			JF
24/388	STREET LIGHTING			JF/PR
24/389	POLICE & FIRE LIASON			DB
24/390	VILLAGE HALL COMMITTEE			AC
24/391	CCTV			JF/AC
24/392	PLAY AREA			ALL
24/393	MOWING WARDEN			DH
24/394	TREES AND FOOTPATHS			AC
24/395	DEFIBRILLATOR			PR/JF
24/396	WELCOME BOOKLET			JF
24/397	WIND FARM COMMUNITY FUND			PR
CIRCULATIONS TO NOTE				
24/398	To NOTE all circulation as follows: <ul style="list-style-type: none"> ▪ NCalc Emails ▪ West Northants Council communications ▪ E.on Energy quotes ▪ Opus – unmetered supply contract details ▪ Parish Online – update to APGB agreement 			
24/399	ITEMS FOR THE NEXT AGENDA			