

MINUTES OF STANWICK PARISH COUNCIL HELD ON

Date: 21st September 2017
Venue: Committee Room, Village Hall, Stanwick
Time: 7.15 p.m.
Present: Councillors:- G Roberts (in the chair)
S Kitchener
D Munday

17.105 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Peck, Cllr Glanville-Hughes, Cllr Partrick and Cllr Chinery. Apologies were also received from County Cllr Hughes. It was proposed and

RESOLVED

That the reasons for absence be approved.

17.106 APPROVAL OF MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 7th September 2017 be approved as a correct record and signed by the Chairman.

17.107 DECLARATION OF INTEREST

None.

17.108 PUBLIC SPEAKING TIME

None.

17.109 DISCUSSION WITH SR FOOTBALL CLUB

A representative was unable to attend the meeting.

17.110 REPORT FROM COUNTY COUNCILLOR HUGHES

None.

17.111 REPORT FROM DISTRICT COUNCILLOR HOWELL

A written report was received and circulated to all councillors. Cllr Howell highlighted the proposed works on the A45 and the Nene Valley Festival.

17.112 FINANCIAL MATTERS

a. Internal Control

i. Budget variance report and statement of accounts

The statement of accounts were reviewed by Cllr Kitchener.

It was noted that the direct debit to Anglian Water for the cemetery water supply would be reducing to £4.50 per month from 15th September.

The Parish Council Financial Regulations require the Council to review its direct debit and standing order mandates on an annual basis.

Payments are made by direct debit to Anglian Water, E-on for the street lighting, BT Business (monthly) and the Public Works Loan Board (twice a year), the Information Commissioners Office (annually) for data protection registration

Payments are made by BACS to the Local Government Pension Scheme, Stanwick Village Trust (office hire) and the Clerk (salary).

It was proposed and

RESOLVED

That the Council is satisfied that these arrangements should continue

ii. Report in relation to VAT

The claim was not submitted for August as the claim did not reach sufficient value.

iii. Report in relation to PAYE

The second quarter's payment of tax and national insurance has been prepared.

iv. Grants received or given

None.

v. Amendments to the asset register

None required.

vi. Incident reports on council owned land

There have been no reports of any incidents on Council owned land.

vi. Reports from volunteer inspectors

It was noted that the Path Warden had reported that Japanese Knotweed previously reported to Northamptonshire County Council was growing virulently. The Knotweed sites on Higham Road and Cotton Lane had been reported to Street Doctor again.

The Highways Warden had reported that there was a fault with a lamp column. It was noted that the column was the responsibility of Spire Homes and that details of the fault should be passed on.

b. Schedule of payments

It was proposed and

RESOLVED

That the schedule that forms Appendix A be approved for payment.

c. External Auditors certificate

The Auditors, BDO LLP, found 'no matters ...which required the issuing of a separate additional issues arising report.' The Clerk was thanked for her work. It was proposed and

RESOLVED

That the Council accept the Auditors certificate.

d. Tree 14 in the Churchyard

Further to Minute 17-68, it was proposed and

RESOLVED

That a quote for £240.00 from Alchemy Tree Surgery be accepted for works to the tree.

e. Street lamps on Green Lane

Further to Minute 17-70 it was reported that quotes had been requested from E-on, Balfour Beatty and Aylesbury Mains. Only Aylesbury Mains had provided a quote. It was proposed and

RESOLVED

That the quote from Aylesbury Mains for £1999.18 be accepted for the complete replacement of the columns and the work instructed.

f. Structural engineers report on the church boundary wall

Further to Minute 17-68 it was reported that three quotes had been requested and only one had been received. It was proposed and

RESOLVED

That the quote from Allcott Commercial for £595.00 be accepted and the work instructed.

17.113 Planning Matters

a. Planning consultations

17/01147/FUL Change of use to menage with associated lighting, fencing and modification to fence/gate at The Haybarn, Hall Farm (amended application – site plan)

After consideration of the planning documents available and further discussions it was proposed and

RESOLVED

That the following response be sent to East Northamptonshire Council

The Parish Council has examined the new site plan and notes that the number of light stanchions has been reduced from four to one.

The flood lighting should meet the recommendations of the ‘Campaign for Dark Skies’. The use of the floodlights should be restricted to the hours of 06.00 to 22.00 to ensure there is no loss of amenity to adjacent dwellings.

b. Planning decisions made by East Northamptonshire Council

Consent granted:

17/01294/FUL	Proposed new detached bungalow on part of site currently 2 St Laurence Way.
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c. ENC officer’s response re open space

Further to Minute 17-64 c a response from a planning policy officer was received and noted.

17.114 STANWICK EMERGENCY PLAN

Upon consideration of a report from the Clerk, it was proposed and

RESOLVED

It is not necessary to transpose the existing Plan on to the new template recommended by the Emergency Planning Team at NCC.

That the matter of filling the role of Emergency Co-ordinator and the role councillors should take, be deferred to a later meeting.

17.115 COMMUNITY SAFETY

a. Current community safety issues

None.

b. CCTV outside the cemetery

A request from a resident to deter fly-tipping and thefts from the cemetery was received. It was noted that the Clerk was now tracking incidents of fly tipping at that location to create a profile of the extent of the problem. It was noted that CCTV could be something that the Council considers as part of the potential cemetery extension.

ENC Cllr Howell requested full details of the fly tipping incident in August that took 10 days to clear away.

17.116 GROUNDS MAINTENANCE

a. Independent play area inspection report

The report from the Play Inspection Company Ltd had been circulated to all councillors prior to the meeting. It was noted that all works identified were categorised as either 'low risk' or 'very low risk'. It was proposed and

RESOLVED

That Greyhound Leisure be instructed to repair the perimeter surfacing of the roundabout, replace the back board of the basketball hoop, treat the Nexus rotating pole and replacing missing caps on the toddler multi play.

That a quote be obtained to replace the grey gate.

That Mr Mission be instructed to tighten various fence fixings, remove sharp edges on palisade logs, repair the base of the basketball court and remove graffiti.

That a replacement oil drum bin be ordered and installed.

b. ENC supervision of the grounds maintenance contract

Further to Minute 17-66 a it was noted that at the last grounds maintenance consortium meeting, it had been announced that East Northamptonshire Council would be refunding some of the supervision costs before the end of the financial year. This would not make up for the lack of supervision over the summer season.

17.117 ALLOTMENTS & COMMUNITY GARDEN

a. Minutes of the Community Garden Meetings and the Allotment Society Meetings

The Minutes were noted.

b. Insurance for Community Garden

Further to Minute 17-117 b the Clerk advised that insurance quotes had been provided by Shield (£96.00) and Zurich (£61.00). It was proposed and

RESOLVED

That it is appropriate for the Community Garden Group to have its own public liability insurance.

That the Parish Council would provide an annual grant of £200.00 to the Community Garden Group with the expectation that this grant would be used in part to pay for the annual insurance premium. A condition of the grant will be for the Community Garden Group to provide the Council with a copy of their insurance documents each year.

c. Change of plot holders

It was noted that over the summer, plots 6, 8 and 15 had been given up and new tenants had taken over the plots. There is a waiting list for plots.

d. Allotment inspection (14th Oct)

All councillors are to be reminded of the upcoming inspection.

e. Community Garden Funding applications to ‘bags for help’

It was noted that the Community Garden Group intend to apply to the ‘green bag funding schemes’ offered by supermarkets such as Tesco, Waitrose and ASDA. As land owner, it is likely that the Parish Council will be required to confirm it approves the application. It was proposed and

RESOLVED

That the Clerk is authorised to endorse the funding applications as she deems necessary.

17.118 NEW DATA PROTECTION ACT 2018

All councillors had received a report from the Clerk detailing the requirements of the Data Protection legislation that will come into force in May 2018. It was noted that the Council will be required to take action to ensure it complies with the new Act in addition to the initial compliance analysis already completed.

17.119 RECORDS DEPOSITED AT THE COUNTY RECORDS OFFICE

It was noted that Minutes books for the years ending 2010 to 2015 plus the accounts for 2001-2009 had been deposited at the County Records Office for safe keeping.

17.120 POSSIBLE EXTENSION OF THE CAR PARK AT THE RECREATION GROUND

A request for pre-application advice had been submitted to East Northamptonshire Council and the response was outstanding.

17.121 CHRISTMAS FAYRE 2017

It was proposed and

RESOLVED

That it is appropriate for the Clerk to be involved in arranging the Christmas Fayre and that the Council would pay for the necessary publicity.

17.122 RINGSTEAD QUARRY LIAISON MEETING (01/08/17)

Minutes for the meeting were noted.

17.123 LIST OF CORRESPONDENCE

The list that forms Appendix B was received.

17.124 DATE OF THE NEXT SCHEDULED MEETING

The next meeting will be on 16th November 2017. No items were identified for future agendas.

17.125 CLOSE THE MEETING TO THE PUBLIC AND PRESS

It was proposed and

RESOLVED

That the meeting be closed to the public and press as the next item of business was of a confidential nature.

17.126 EXTENSION OF THE CEMETERY

After consideration of correspondence, next steps were agreed.

Meeting closed 8.29 p.m.

Chairman

Appendix A

Power of General Competence adopted 19th November 2015

Schedule of payments made outside of the meeting (Financial Regulation 6.8)

Cheque no	Detail	Amount
	None	

Schedule of payments presented for payment at the meeting

Cheque no	Detail	Amount
000673	The Play Inspection Company Ltd – annual inspection	£78.00
000674	HMRC - 2 nd quarter tax & NI	£848.03
000675	J Hodgson – email account	£43.06
000676	R Cade – reimbursement for materials for Parish Fields	£30.43
000677	Mr Mission – various works	£1210.00

The above payments were approved _____ Chairman
21st Sept 2017

For information (Financial Regulation 6.5 & 6.6)

Date		Detail	Amount
11.09.17	STD	NCC Pensions	£467.38
11.09.17	DDM	E-on	£12.42
15.09.17	DDM	Anglian Water	£4.50

Receipts:

Date	Detail	Amount
08.09.17	D Helsdown (plot 6)	47.50
08.09.17	L Lambourne (plot 15)	23.80
14.09.17	Jack Warwick FD	300.00

Reports and Correspondence Received

1. Email: NACRE Village Viewpoint Summer 2017 edition (circulated to councillors)
2. Email: July's news from my county council (circulated to councillors)
3. Email: Details of Rushden TC Civic Feast
4. Email: War Memorial News – 25th July 2017
5. Email: Notification of changes to the Rights of Way network (emailed to councillors)
6. Email: NCALC eUpdate July 2017 (circulated to councillors)
7. Email: First for Wellbeing newsletter July 17
8. Email: Questionnaire from CPRE re planning road shows
9. Email: Details of the War Memorial Competition
10. Email: MyCommunity.org.uk Fortnightly Digest
11. Email: August update from Northants Police (circulated to councillors)
12. Email: Civic Voice – War Memorial News – 8th August 17
13. Email: Notification of Election for Northamptonshire Pension Fund Committee Non-Local Authority Employer Representative
14. Email: In Northamptonshire summer edition (circulated to councillors)
15. Email: notification of A45 closure for maintenance works (circulated to councillors)
16. Email: MyCommunity.org.uk Fortnightly Digest
17. Email: First for Wellbeing newsletter September 17
18. Email: Civic Voice – War Memorial News
19. Email: Countryside Alliance Awards
20. Email: Details of a social media workshop from ACRE
21. Email: VIN county wide eBrief
22. Email: Discover what's on in Northamptonshire
23. Email: MyCommunity.org.uk Fortnightly Digest
24. Email: re Holocaust Memorial Day Trust
25. Email: Letter from PCC Stephen Mold re the future of policing (circulated to councillors)
26. Email: Insp Lyons re the change to Neighbourhood Policing Teams (circulated to councillors)