

MINUTES OF STANWICK PARISH COUNCIL MEETING HELD ON

Date: 21st July 2022

Venue: Committee Room, Village Hall, Stanwick

Time: 7.15 p.m.

Present: Councillors:- N Peck (in the chair)
S Glanville-Hughes
S Kitchener
J Paterson
Clerk to the Council J Hodgson
Members of the Public 0

22.36 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Partrick and Taylor. The reason for absence were approved. Apologies were received from NNC Councillor Howell, Levell and Wilkes.

Councillor Konstantinidis was absent.

22.37 APPROVAL OF MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 19th May 2022 be approved as a correct record and signed by the Chairman.

22.38 DECLARATION OF INTEREST

Councillor Kitchener declared an 'other' interest in item 22.46.

22.39 PUBLIC SPEAKING TIME

There were no member of the public present.

22.40 REPORT FROM NORTH NORTHAMPTONSHIRE COUNCILLORS

There were no reports to give.

22.41 FOUR YEAR PLAN UPDATES

- a. Free tree whips for the cemetery (Pillar 1) – it was noted that the Council had been successful in securing tree whips from the Woodland Trust (small hedge, 30 sapling pack)
- b. Early years play tractor (Pillar 2) – it was noted that this has received positive feedback from residents

- c. Safer crossing over the A45 (Pillar 4) - it was noted that the Parish Council submission for to the 'levelling up fund' for a is not being taken forward to round 2
- d. Electric vehicle charging points (EVCP) (Pillar 1) – A report was received outlining the issues and opportunities. On the basis of the report it was agreed that EVCP would not be taken forward at this time.
- e. Cost of additional street cleaning (Pillar 1) – Further to Minute 21.171a, it was noted that North Northants Council had quoted £384.00 per month for a monthly cleanse. It was agreed not to proceed with arrangements with North Northants Council and to determine whether alternative arrangements can be made locally, particularly whether business owners would maintain the frontage of their property.
- f. Review the action plans – the one year plan and overarching plan were reviewed. There were no new specific actions identified.

22.42 FINANCIAL MATTERS

a. Internal Control

i Budget variance report and statement of accounts

The budget variance report and statement of accounts together with the quarterly variance report were received and noted. Further to Minute 22.23d it was noted that a corporate debit card had been arranged for use by the Clerk.

ii. Receive a report in relation to VAT

It was noted that £134.53, £637.84 and £296.91 had been received from HMRC in relation to April, May's and June submission respectively.

iii. Receive a report in relation to PAYE

The first quarter payment to HMRC has been made.

iv. Receive details of any grants received or given

The Parish Council has received a grant from the North Northants Council councillors empowerment fund for £150.00 in respect of the 'Stanwick Celebrates' booklet.

v. Amendments to the Asset Register

It was proposed and

RESOLVED

To undertake an asset transfer of the floodlights stanchions to the football club. Amendments to the asset register to reflect office equipment were agreed.

vi. Incident reports on council owned land

There were no reports to give.

vii. Receive reports from volunteer inspectors

There were no reports to give.

b. Report from the Internal Control Councillor

It was noted that the accounts were inspected on 14/06/22 and 11/07/22 and everything was satisfactory.

c. Schedule of payments presented

It was proposed and

RESOLVED

That the schedule of payments that forms Appendix A to this Minute be approved for payment

d. Review of the Platinum Jubilee budget

The expenditure against budget was reviewed. It was noted that the expenditure was comfortably within budget and costs for the photographic record were outstanding.

e. Works to trees at the cemetery

It was noted that dead wood had fallen from a Poplar tree during high winds and hit a car roof. Funeral parties were experiencing difficulties walking under the canopy around the turning circle and one of these trees was showing signs of plate lift. It was proposed and

RESOLVED

That a quote from Alchemy tree for £1650.00 to remove dead wood from the Poplar and hawthorn trees on the front boundary, crown lift and limb removal on trees at the turning circle be approved and the work instructed.

f. Quote to undertake a tree survey

It was noted that the sector standard was to undertake a tree survey every 3 to 5 years, or more frequently if the condition of a tree warranted more frequent checks. The last tree survey was undertaken in 2018 and therefore a fresh survey was due. It was proposed and

RESOLVED

That Dunnkirk Consultancy Ltd be instructed to undertake a tree survey at a cost of £1200.00.

g. Repairs to St Laurence boundary wall

Further to Minute 22.23i it was noted that the Clerk had attempted to secure further quotes and councillors had met on site to assess the situation. One further quote had been received, a second had not. It was noted that the church warden had advised that a Faculty would not be required as it was a like for like repair. It was proposed and

RESOLVED

That a quote from DJ Tailby limited be accepted to repair 19 linear metres of wall at a cost of £12,100.00 be accepted. This will be partially offset by the sum £1500.00 held in capital reserves for repairs to the church wall. St Laurence Church should be invited to make a contribution.

h. Medium to long term financial planning strategy

The report prepared by the Clerk was considered and it was noted that the Council was experiencing higher than normal financial commitments due the expenditure required for maintenance and repairs. It was agreed that the financial situation would be considered at the November meeting and if appropriate, the setting of the budget and precept would be deferred until a meeting in December.

i. Future banking arrangements

Further to Minute 22.20, after considering the pros and cons of Metro Bank versus Unity Trust Bank, it was proposed and

RESOLVED

That the Council would open accounts with Unity Trust Bank and the Clerk is authorised to proceed with the application.

j. Yellow gate at the children's play area

It was noted that the gate had been examined and it would appear that an internal mechanism is broken. The manufacture has quoted for a 'Prosafe Major Repair Kit' that includes a new hydraulic system and replacement bolt at £225.00 each incl. delivery or a 1.2m replacement gate at £815.55 1.2m gate. It was agreed that the gate should be removed to be examined again to see it can be repaired locally.

22.43 PLANNING MATTERS

a. Planning consultations: None

b. Planning decisions made by North Northamptonshire Council

Table to show Planning Consent granted:

Planning reference number	Planning details and address of property that the application relates to
NE/22/00316/FUL	Full side single storey extension on the property to create a porch/downstairs wc/utility, this will flow into a rear single storey extension to create an open area lounge/kitchen diner at 31 Mansfield Street
NE/22/00277/TPO	T3 - Sycamore - Fell to ground level; T4 and T5 - Sycamores - Target weight reduce branches extending towards the conservatory by 15-20% (2-3m) and balance where required. Over extending branches are also to be target weight reduced by 10-15% (2-3m); T8 - Pine - Reduce

Planning reference number	Planning details and address of property that the application relates to
	one lateral branch by 2-3m back to suitable upright growth point. At 4 Hill House Gardens
NE/22/00441/TPO	TPO 110, 1 Holm oak - reduce the crown by approx. 2-3 metres to strong growing points at The Old Rectory, Raunds Road

22.44 MEETING/TRAINING REPORTS FROM COUNCILLORS

Councillor Glanville-Hughes reported that she had attended Code of Conduct in Practice training (Northants CALC) and had found it interesting and useful.

22.45 DISPENSATIONS UNDER THE CODE OF CONDUCT

It was noted that as the Parish Council had adopted the North Northants Council Code of Conduct in July 2021, to replace the version devised by Northants CALC, it was necessary to consider how dispensations could be granted where a councillor has an interest. It was proposed and

RESOLVED

That the Clerk, as Proper Officer, has delegated authority under s101(1) of Local Government Act 1972 to grant dispensations in accordance with the Localism Act 2011 and subsequent regulations in matters of the Code of Conduct. Councillors requesting a dispensation must submit a request in writing (via email) 5 days before the meeting when it would be required.

22.46 BOWLS CLUB LEASE

A request from Stanwick Bowls Club to renegotiate the lease, due to expire in 2026, to allow them to apply for grant funding, was considered. It was proposed and

RESOLVED

That the Council would agree to the surrender of the existing lease and a new lease being drawn up for a 30 year term. The Bowls Club would be required to pay the Council's legal fees and the Council would make a grant for an equivalent sum. That the Clerk should instruct the Council's solicitor, Wellers Hedley, when the Bowls Club is ready to proceed.

The Club will be advised to speak to members of the football club to find out how they dealt with the legal matters as the Council could not act for the Bowls Club.

22.47 CLERKS REPORT

A written report had been made available on the website. No further action was identified.

22.48 FOOTBALL CLUB SPONSORSHIP SIGNS

A request from the Football Club to place sponsorship signs on the play area railings was considered. It was proposed and

RESOLVED

That permission would not be granted.

22.49 COUNCILLOR SITE INSPECTIONS

It was agreed that site inspections should be arranged outside of the meeting.

22.50 COMMUNITY SAFETY

a. Report from the Joint Action Group

There was no report to give.

b. Current community safety issues

There was no report to give.

22.51 GROUNDS MAINTENANCE

a. Grounds maintenance contract and the lack of progress with NNC

The Council was very concerned with the lack of progress with tendering for a new contract and it was agreed that the issue should be referred to the Chief Executive of North Northants Council.

b. Tree works at Mallows Grange

It was noted that a request for tree works had been received from a resident of Manningham Road. It was agreed to inspect the location and consider the request after the site visit. It was agreed that consideration should be given to a larger, one-off work programme.

22.52 CEMETERY

a. 'Natural ashes burial area' proposal

Item deferred pending a site meeting.

b. Review of Cemetery Regulations

It was proposed and

RESOLVED

That the amendments proposed be implemented with immediate effect. The Council will no longer permit scattering of ashes in the cemetery as there is not a suitable site to lift turf to scatter ashes without the remains being subsequently disturbed and ashes left on the surface are upsetting for cemetery visitors.

It was noted that the Council had not received a request to scatter ashes in the past 22 years.

Further consideration needs to be given to the definition of ‘biodegradable’ and the terms under which Exclusive Rights of Burial may be purchased where their will not be an interment within four weeks.

c. Empty plot exercise

A written assessment of land availability had been issued to all councillors prior to the meeting. No decisions were made and further consideration is required.

d. Future of burial provision

It was agreed that an approach should be made to the adjacent land owner.

22.53 ALLOTMENTS

a. Minutes to the Community Garden Meeting

The Minutes were noted.

22.54 CHRISTMAS FAYRE 2022

It was agreed that interested parties should be invited to a meeting to assess the level of interest in participating and organising the event. It was agreed that consideration should be given to hiring floodlights for the outdoor element.

22.55 LIST OF CORRESPONDENCE

The list that forms Appendix B was received. No other action is required.

22.56 NEXT SCHEDULED MEETING

The next scheduled meeting will be on 15th September 2022. It was requested that the safer crossing point at Stanwick Lakes be added to the next agenda.

Meeting closed 8.53pm

Chairman

Appendix A

Schedule of Payments presented for authorisation at the meeting.

Table 1: Schedule of payments made outside of the meeting (Financial Regulation 6.8)

Cheque no	Payee and reason	Amount
1112	MJT Services – flag pole installation	£145.00
1113	A&R Print Solutions Ltd – flyer for picnic in the park	£64.00
1114	Discovery Timber Play Ltd – balance of play tractor	£1737.00
1115	HMRC- first quarter tax & NI	£1367.36

Table 2: Schedule of cheques presented for authorisation at the meeting

Cheque no	Payee and reason	Amount
1116	MJT Services - works at recreation ground	£130.00
1117	Eastmond Electrical Services – churchyard floodlights	£2040.00
1118	Northants CALC – annual subs & IAS & DPO fee	£1013.28
1119	Tapiochre – web support, annual	£180.00
1120	Stanwick Village Hall Trust – main hall for jubilee play	£16.25
1121	National Allotment Society – annual subs	£66.00
1122	Stanwick Village Hall Trust - committee room hire July	£33.00
1123	Cheque void	0
1124	Phoenix Surfacing Ltd – path from Spencer Parade to Mansfield St	£5056.80
1125	Northants CALC – training course Cllr Glanville-Hughes	£45.60
1126	J Hodgson – laptop & software. Stationery, taps, cash	£1068.56
1127	J Hodgson – stamps (post office receipt)	£14.68

The above payments were approved (signature line) _____ Chairman
Date signed 21st July 2022

Table 3: For information (Financial Regulation 6.5 & 6.6) automated payments

Date	Method	Payee and reason	Amount
18.05.22	DDM	Wave – cemetery water rates	£5.00
21.05.22	DDM	nPower Business Solutions - street light power	£24.52
30.05.22	DDM	BT Business	£41.33
03.06.22	STD	Stanwick Village Hall Trust - office rent	£218.00
09.06.22	STD	Northamptonshire Pension Fund	£588.12
17.06.22	DDM	Wave – cemetery water rates	£5.00
21.06.22	DDM	npower Business Solutions – street lights	23.64
30.06.22	DDM	BT Business	£37.66
03.07.22	STD	Stanwick Village Hall Trust - office rent	£218.00
09.07.22	STD	Northamptonshire Pension Fund	£588.12
13.07.22	DDM	Public Works Loan Board – half year payment	£2205.25
14.07.22	DDM	North Northamptonshire Council – cleansing Apr 2022	£13.99
14.07.22	DDM	North Northamptonshire Council –grounds maintenance Apr 2022	£2470.86
17.07.22	DDM	Wave – cemetery water rates	£5.00
20.07.22	DDM	nPower Business Solutions - street light power	£20.98

Table 4: Money received since the last meeting:

Date	Where the money was received from	Amount
03.05.22	L Lambourne (allotment)	35.00
16.05.22	SR Football Club – commuted sum due under the lease	30.00
24.05.22	S Rodgers (postage contribution)	2.00
25.05.22	HMRC – VAT refund	134.53
30.05.22	A Abbotts & Sons - burial	330.00
30.05.22	A Abbotts & Sons - burial	1160.00
13.06.22	A Abbotts & Sons - burial	330.00
17.06.22	HMRC – VAT refund	637.84
23.06.22	DJ Saddington – interment of ashes	150.00
29.06.22	Blenkharn – memorial fee	90.00
08.07.22	North Northants Council – grant payment (Stanwick Celebrates)	150.00
08.07.22	Central England Coop Ltd Funeral Dis Acct – ashes burial	230.00
12.07.22	Central England Coop Ltd Funeral Dis Acct – part of above	10.00

Note: The General Power of Competence adopted 20th May 2021

Appendix B

List of correspondence 13th May 2022 to 15th July 2022

This list is comprised of generic or informational emails sent by other organisations and Councils rather than listing correspondence with members of the public. A separate list of correspondence with members of the public or correspondence on specific matters with other bodies is not maintained.

1. Email: NCALC Friday mini eUpdate - 13/05/22 (circulated to councillors)
2. Email: Update from the Leader of North Northamptonshire Council #24 (circulated to councillor)
3. Email: Police, Fire and Crime Commissioner - May 2022 Newsletter (circulated to councillors)
4. Email: Rushden Town Council's Annual General Meeting & Mayor Making 2022 – 2023
5. Email: Mayor of Wellingborough, 2022-2023
6. Email: Active Places Newsletter May 2022
7. Email: NNC Supporting Independence Programme
8. Email: Star Count results: night skies outlook is bright! (circulated to councillors)
9. Email: Voluntary Impact Northamptonshire Friday Bulletin
10. Email: NCALC Friday mini eUpdate - 20/05/22 (circulated to councillors)
11. Email: Newly appointed Mayor and deputy Mayor Irthlingborough Town Council
12. Email: Virtual Parish council meeting with the Commissioner - Tuesday 24th May (circulated to councillors)
13. Email: LGPS Upcoming webinar dates (circulated to staffing committee)
14. Email: Northants CALC eUpdate - May/Jun 2022 (circulated to councillors)
15. Email: Superfast Northamptonshire Newsletter
16. Email: Update from the Leader of the Council #25 (circulated to councillors)
17. Email: Your May update from OSS (circulated to councillors)
18. Email: Voluntary Impact Northamptonshire Friday Bulletin

19. Email: NCALC Wednesday mini eUpdate - 01/06/22 (circulated to councillors)
 20. Email: PRESS RELEASE: Northamptonshire ACRE calls for more action to protect the climate
 21. Email: NNC Consultation on Draft Hackney Carriage & Private Hire Policy and Conditions
 22. Email: CPRE It's time to level up access to nature (circulated to councillors)
 23. Email: Update from the Leader of the Council
 24. Email: severe weather alert
 25. Email: Latest news from the ICO
 26. Email: Northants CALC Training Newsletter (circulated to councillors)
 27. Email: The Open Spaces Society Annual General Meeting 2022 notice (circulated to councillors)
 28. Email: The Open Spaces Society: Open Space magazine and AGM arrangements (circulated to councillors)
 29. Email: NCALC Friday mini eUpdate - 17/06/22 (circulated to councillors)
 30. Email: Voluntary Impact Northamptonshire Friday Bulletin
 31. Email: Higham Ferrers Mayors Murder Mystery Evening
 32. Email: NCALC Annual Employers Survey (circulated to councillors)
 33. Email: Weekly Schemes Works Programme For Councillors
 34. Email: Police, Fire and Crime Commissioner - Newsletter June 2022 (circulated to councillors)
 35. Email: Active Places Newsletter
 36. Email: Update from the Leader of the Council #27 (circulated to councillors)
 37. Email: NCALC Friday mini eUpdate - 24/06/22
 38. Email: Zurich Insurance Change to our UK legal status
 39. Email: A round up of NAS news and our nationwide bug survey is here!
 40. Email: NCALC Friday mini eUpdate - 01/07/22 (circulated to councillors)
 41. Email: Open Spaces Society 'Your June update from OSS' (circulated to councillors)
 42. Email: Voluntary Impact Northamptonshire Friday Bulletin
 43. Email: notice of road closure for Anglian Water work (30/08-01/09)
 44. Email: Weekly Schemes Works Programme For Councillors
 45. Email: Update from the Leader of the Council #28 (circulated to councillors)
 46. Email: Northamptonshire VCSE Assembly leaflet
 47. Email: NCALC Friday mini eUpdate - 08/07/22 (circulated to councillors)
 48. Email: LGPS employer newsletter #16 (circulated to councillors)
 49. Email: Rushden Mayor's Proms in the Park - Saturday 3rd September 2022
 50. Email: Reminder that the next meeting with the Commissioner, Chief Constable and Chief Fire Officer is on Monday (circulated to councillors)
- End