

MINUTES OF STANWICK PARISH COUNCIL MEETING HELD ON

Date: 20th July 2023

Venue: Committee Room, Village Hall, Stanwick

Time: 7.16 p.m.

Present:	Councillors:-	M Taylor
		J Ashby
		S Glanville-Hughes
		S Kitchener
		G Konstantinidis
		J Paterson
	Clerk to the Council	J Hodgson
	Members of the Public	0

23.49 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Partrick. It was proposed and

RESOLVED

That Councillor Partrick's reason for absence be approved.

Apologies were received from NNC Councillors Howell, Levell and Wilkes due to prior commitments.

23.50 APPROVAL OF MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 29th June 2023 be approved as a correct record and signed by the Chairman

23.51 DECLARATION OF INTEREST

Cllr Kitchener declared an interest in agenda item 23.56d as a trustee of the Village Hall.

23.52 PUBLIC SPEAKING TIME

There were no members of the public present.

23.53 BOUNDARY COMMISSION: UNITARY WARDS

Further to Minute 22.145 (January 2023) the Boundary Commission's draft recommendation for changes to the Unitary wards was noted. Paragraph 75 specifically refers to Stanwick with

a recommendation that the Raunds ward consists of the parishes of Raunds, Denford, Ringstead, Stanwick and Hargrave and retains 3 ward members.

The Parish Council did not have any further comment to make as the changes should not have significant impact on Stanwick.

23.54 NORTH NORTHAMPTONSHIRE COUNCILLOR'S REPORT

There was no report to give.

23.55 FOUR YEAR PLAN

- a. Pillar 4 Crossing to Stanwick Lakes. The Parish Council was disappointed by the response from North Northants Council and was waiting on further communication from Highways England via Mr T Pursglove MP.
- b. Review of action plans (Minute 23.42 a refers). It was agreed that this should be discussed at a separate meeting to be held in August.

23.56 FINANCIAL MATTERS

a. Internal Control

- i. Budget variance report and statement of accounts

The budget variance and statement of accounts, together with the first quarter end report were noted. It was noted that total spend on the Coronation celebrations was £174.51 against a budget of £500.00.

It was noted that Unity Trust Bank had completed the updates authorised by Minutes 23.19 and 22.231.

It was noted that the electricity price for street lights would be increasing on 1st September from 33.80p/kWh to 50.188p/kWh. This is the first increase since December 2021. The Parish Council has five lamp columns with unmetered supply. Due to the small scale of supply it had not proven viable to enter a contract for supply as this would incur a standing charge.

- ii. Report in relation to VAT

It was noted that VAT reclaim for June, £507.04, had been paid by HMRC.

- iii. Report in relation to PAYE

The first quarters Tax and National Insurance payment has been made

- iv. Report of any grants received or given

There was no report to give.

- v. Amendments to the Asset Register

There were no amendments to make.

vi. Incident reports on council owned land

There was no report to give.

b. Report from the Internal Control Councillor

The internal control checks of the accounts was completed on 21st June and 14th July.

c. Schedule of payments

It was proposed and

RESOLVED

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

d. Changes to Village Hall hire/rent charges & Parish Office hire costs

Correspondence from Stanwick Village Hall Trust was received outlining changes to hire fees. It was noted that the office rent cost would increase to £240.00 from 1st January 2024 when the lease was renewed. It was agreed that the costs were reasonable.

23.57 PLANNING MATTERS

a. Planning consultations

NE/23/00680/TPO TPO 142 - T1 yew - remove low young growth up to a height of 3.5 metres. Reduce the height by approximately 3 metres and the sides by approximately 1 to 2 metres
Location: 32 Hill House Gardens

RESOLVED That the Parish Council does not object to the proposal and will rely on the opinion of the North Northants Council tree officer

NE/23/00665/FUL Rear extension to square off property, and a new roof with a first floor added within the loft space
Location: Midlothian Spencer Parade

RESOLVED That the Parish Council does not have any comment to make.

NE/23/00693/FUL The proposal is for the installation of a 75kW ground mounted solar PV system comprised of 184 individual panels, to the south of the holding next to an agricultural building. Location: Hollywell Farm Chelveston Road

RESOLVED that the Parish Council supports the proposal as it aligns with the Parish Council Green Strategy

NE/23/00631/FUL Single storey rear/side extension. Location: 4 Hill House Gardens

RESOLVED That the Parish Council does not object to this application providing that the materials used are sympathetic to the existing dwelling and street scene.

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/23/00215/TPO	T1 Pine - Remove dead lower branches at 8 The Hollow
NE/23/00304/TPO	T1 Sycamore - branches currently overhang the rear garden by about 5 metres. Reduce amount that these branches overhang by approximately 3 metres at 27 Hill House Gardens

c. Planning Summit

It was noted that the Clerk had attended a virtual planning summit hosted by the Society of Local Council Clerks and notes made had been circulated to all Councillors. It was noted that a background document had been started to ensure councillors had accessible information pertaining to development constraints in the parish.

It was agreed that this subject should be discussed in more detail at a later meeting to ensure Councillors are fully briefed.

23.58 MEETING/TRAINING REPORTS FROM COUNCILLORS

There was no report to give.

23.59 CEMETERY

a. Black bench area

It was noted that a member of Clive Lawrence's family had contacted to the Parish Council to offer a contribution to costs. It was agreed that the Clerk would seek to set up a meeting with this person.

b. Tree works to lift the canopy on the boundaries

It was reported that the tree canopy was very low at the rear boundary of the cemetery and this could adversely affect funerals. It was agreed that this should be looked at during the annual Council walkabout.

23.60 MAIN CHURCH PATH

Further to Minute 22.241 emails from the Diocese Advisory Committee and the planning authority were received. It was agreed that the Clerk should ascertain costs for a planning application and associated documentation. It was proposed and

RESOLVED

That the Church warden be requested to set up a meeting with the Diocesan Registrar and members of the Council to discuss funding and liability.

That guidance be sought from Cllr Wilkes as to the planning requirements for the path.

23.61 LAND ADJACENT TO CLEBURNE CLOSE

Further to Minute 22.179, email correspondence from Grand Union Housing Association was received. GUHA had confirmed they were seeking to 'normalise' the boundary in line with the Title Plans.

23.62 COMMUNITY SAFETY

a. Report from the Joint Action Group

There was no report to give.

b. Current community safety issues

It was noted that there had been social media comments about pedestrian safety the Raunds Road zebra crossing. It was agreed that this would be followed up with Northants Highways and North Northants Council councillors.

It was noted that footpath on Raunds Road from Mallows Grange and the Amos Lawrence field was overgrown, restricting use to single file in places. It was agreed to report this via Street Doctor to request that it is cut back before the start of the autumn term. (Ref 4819206)

It was noted that the vegetation on the east bound carriageway of Raunds Road was overgrown and affecting cars. It was recommended that individual drivers report this via Street Doctor to prompt Northants Highways to take action.

c. 'Public Spaces Protection Orders - Dog control' Consultation

The Parish Council does not have comment to make.

d. Dumping of garden waste at Mallows Grange & other locations

It was noted that posters had been put up advising that the dumping of garden waste was fly tipping in the hope this would deter individuals from dumping garden waste on the public open spaces of Mallows Grange and at the Pocket Park.

e. New double yellow lines

Further to Minute 23.28 c it was agreed that the Parish Council should run a consultation for residents of Dolben Avenue and Mansfield Street on the subject of introducing double yellow lines at the junction of Dolben Avenue and Mansfield Street, prior to considering what the Council's next steps should be.

f. Northants Police CIP strategy

The Police strategy was noted.

23.63 GROUNDS MAINTENANCE

a. Grounds maintenance specification provided by North Northants Council

It was agreed that the Parish Council does not have any comments to make on the specification provided by North Northants Council.

b. Independent grounds maintenance contract

Further to Minute 22.223 and 23.63 above, the past actions of East Northants Council and North Northants Council in their failure to procure and set up a grounds maintenance consortium contract within the previously specified timescales, does not provide confidence to the Council. It has been indicated that a new contract will not be in place at the expiry of the current arrangement on 31st December 2023 and the expected start date has not yet been fixed and has been moved towards the middle of 2024.

It was proposed and

RESOLVED

That Stanwick Parish Council, in the absence of adequate assurances and based on recent experiences with North Northants Council with regard to the contract procurement, will independently tender a contract for Stanwick's ground maintenance requirements so that Stanwick Parish Council is not put in a position where a grounds maintenance contract does not exist. The Parish Council is not bound to accept any tender offered.

The Clerk is to seek to register on Contracts Finder and use the tender documentation previously approved by Council.

c. Golden Jubilee sign

It was noted that the Golden Jubilee sign had been damaged and the capping slab from the wall adjoining the Spencer Parade Gardens and the village hall had been removed. It was proposed and

RESOLVED

That Mr Mission be instructed to re-fix the capping slab on the wall.

23.64 ALLOTMENTS

a. Community Garden Committee meeting minutes

The latest set of Minutes were noted.

b. Current letting situation

It was noted that all plots have been let.

c. Allotment Site Rules

Further to Minute 23.44 it was noted that tenants had been emailed a copy of the revised rules and no issues had been raised by the tenants.

23.65 Classic Vehicle Group can use the allotment car park

It was noted that the Stanwick Classic Vehicle Group had requested permission to meet on the allotment car park on a quarterly basis. It was proposed and

RESOLVED

That permission be agreed on the following terms as it represented a good use of community space:

1. All vehicles must be insured to include public liability insurance
2. The Parish Council is not responsible for any loss or damage to any vehicles at any time or for any liabilities arising from the meeting.
3. Emergency access must be kept clear to the car park, allotments and pocket park at all times
4. The Parish Clerk shall be notified at least 14 days prior to any meeting to ensure there car park has not pre-booked for another event and to ensure allotment tenants and the Community Garden Committee can be notified.
5. Allotment tenants and Community Garden members will not be prevented from accessing allotments and community garden.
6. All vehicles will be restricted to the car park and not enter the pocket park or allotment site
7. Members of Stanwick Classic Car Group are welcome to use the social area of the allotment site
8. The car park and site generally will be left clear of all rubbish, to be disposed of off-site in a responsible manner.
9. Any damage caused to the car park surface or the surrounding area, including but not limited to, ruts, oil leakage must be rectified at the expense of the Stanwick Classic Car Group within an agreed time period
10. The car park gates will be appropriately secured and the padlock 'scrambled' at all times
11. The car park will be left locked on exit
12. In the event that a justified complaint is received about the meetings of Stanwick Classic Car Group, the Parish Council reserves the right to withdraw this permission

23.66 LIST OF CORRESPONDENCE

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

23.67 NEXT SCHEDULED MEETINGS:

17th August 2023
21st September 2023
12th November Remembrance Sunday Service at War Memorial
16th November 2023 (Budget setting)
18th January 2024
21st March 2024
18th April 2024 Annual Parish Meeting (format to be agreed)
Meeting closed 8.25pm

Chairman

Appendix A

Schedule of Payments presented for authorisation at the meeting.

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

Cheque no	Payee and reason	Amount
None	None	£0

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

Cheque no	Payee and reason	Amount
1143	P Fletcher – allotment #1 deposit refund	£30.00
1144	L Lambourne – allotment #11 deposit refund	£15.00

Table 2a : Schedule of BACS payments made between meetings

Payee and reason	Amount
None	£0

Table 2b : Schedule of BACS payments presented for authorisation at the meeting

Payee and reason	Amount
J Hodgson: 3 x allotment tap lockable cover; grave deed paper	£66.29
Stanwick Village Hall Trust : Community room hire & set up July 23 (£13.00 credited back to invoice by Stanwick Village Hall Trust)	£33.00 £20.00

The above payments were approved (signature line) _____ Chairman

Date signed 20th July 2023

Table 3: Payments made on the corporate debit card

Date	Payee and reason	Amount
04.07.23	Screw fix 1 x allotment tap	£8.69
13.07.23	Raunds Hardware: 1 x Tap combination padlock	£14.99

Table 4: For information (Financial Regulation 6.5 & 6.6) automated payments

Date	Method	Payee and reason	Amount
02.07.23	DDM	North Northants Council April 23	£25.16
03.07.23	STD	Stanwick Village Hall Trust Office rent June 2023	£218.00
04.07.23	STD	Unity Trust Bank	£50.00
09.07.23	STD	Northamptonshire Pension Fund	£602.08
13.07.23	DDM	Public Works Loan Board (1 st Half yearly loan payment)	£2173.10
19.07.23	DDM	nPower Business Solutions - street lights	£20.94
19.07.23	DDM	Wave – water rates	£5.00

Table 5: Money received since the last meeting:

Date	Where the money was received from	Amount
29.06.23	R Carr allotment plot 1	£17.50
06.07.23	HMRC VAT refund June 2023	£507.04
06.07.23	Regency Funeral Directors	£600.00
10.07.23	P Angus (interment)	£245.00
19.07.23	Central England Co-op Ltd Funeral Disbur	£90.00

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

List of correspondence 11th May 2023 to 13th July 2023

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: Northants LGPS Employer newsletter - issue 19 (circulated to councillors)
2. Email: Northamptonshire Police, Fire and Crime Commissioner's May Newsletter (circulated to councillors)
3. Email: Voluntary Impact Northamptonshire Friday Bulletin
4. Email: NCALC Friday mini eUpdate - 12/05/23 (circulated to councillors)
5. Email NACRE Government Help - Energy Costs
6. Email: NACRE Parish Council Network Meeting- New date and time (circulated to councillors)
7. Email: Rushden Town Council's Annual General Meeting & Mayor Making 2023 – 2024
8. Email: Northants CALC Mini Training Newsletter - May 2023 (circulated to councillors)
9. Email: Mayor of Higham Ferrers 2023-24
10. Email: NNC Leaders Update #50 (circulated to councillors)
11. Email: Friday mini eUpdate - 19/05/23 (circulated to councillors)
12. Email: Mayor of Wellingborough 2023-24
13. Email: N ACRE Parish Council Members - May Bulletin (circulated to councillors)
14. Email: CPRE Friend, it's time for a rooftop revolution (circulated to councillors)
15. Email: Active Places Newsletter May 2023
16. Email: Two consultations: Commissioning of Healthwatch 2023 / Permit application under Environmental Permitting Regulations (circulated to councillors)
17. Email: CPRE Ground breaking rooftop solar research (circulated to councillors)
18. Email: OSS May updates (circulated to councillors)
19. Email: Raunds Community Library event details
20. Email: Northants CALC eUpdate - May/Jun 2023 (circulated to councillors)
21. Email: Voluntary Impact Northamptonshire Friday Bulletin
22. Email: A consultation on draft recommendations for ward boundaries in North Northamptonshire has begun (agenda item)
23. Email: Highways Drop In Event At Corby Library 9th June (circulated to councillors)
24. Mayor of Wellingborough Quiz Night, 28th July 2023 circulated to Chair
25. Email: 6 weekly Teams meetings with the Commissioner, Chief Constable and Chief Fire Officer - Tuesday 6th June at 6pm. (circulated to councillors)
26. Email: OSS rooftop solar (circulated to councillors)
27. Email: NNC Consultation: Have your say on a new political map for North Northamptonshire Council (agenda item as per 22 above)
28. Email: CPRE Friend, did you know about this loophole exploited by developers? (circulated to councillors)
29. Email: **Save The Date** Mayor of Rushden Town Council
30. Email: Update from the Leader of the Council (circulated to councillors)
31. Email: Community Infrastructure Levy (CIL) and S106 15 June 2023 10-12

32. Email: CPRE Are Changes to our Planning System passing you by? (circulated to councillors)
 33. Email: Open Spaces Society: summer Open Space magazine and AGM (circulated to councillors)
 34. Email: Community Led Housing Roadshow - 10.30, Friday 7 July 2023 (circulated to councillors)
 35. Email: Open Spaces Society AGM 2023: Further Information (circulated to councillors)
 36. Email: Picnic on the Lawn. July 22nd 2023. Press Release
 37. Email: Friday mini eUpdate - 09/06/23 (circulated to councillors)
 38. Email: Voluntary Impact Northamptonshire Friday Bulletin
 39. Email: Councillor Drop In Event At Irthlingborough Library- Thursday 22nd June 2023- From 10am to 4pm (circulated to councillors)
 40. Email: NNC consultation: Have your say on the Council's Parking Strategy (circulated to councillors)
 41. Email: Debt Advice: Community Law at Raunds Library
 42. Email: Being a Good Employer 29 June 2023 10:00-12:00 (circulated to councillors)
 43. Email: NALC Friday mini eUpdate - 16/06/23 (circulated to councillors)
 44. Email: NNC Leaders Update #52 (circulated to councillors)
 45. Email: CPRE Friend, help us kick start a rooftop revolution (circulated to councillors)
 46. Email: Northants CALC Training Newsletter - June 2023 (circulated to councillors)
 47. Email: N ACRE Parish Council Members - June Bulletin (circulated to councillors)
 48. Email: NCALC Friday mini eUpdate - 23/06/23 (circulated to councillors)
 49. Email: Voluntary Impact Northamptonshire Friday Bulletin
 50. Email: 611614 A14 Junction 9 & 10 drainage renewal works bulletin
 51. Email: Civility and Respect Part 1 4 July 2023 10:00-12:00 (circulated to councillors)
 52. Email: Friday mini eUpdate - 30/06/23 (circulated to councillors)
 53. Email: NNC Leaders Update #53 (circulated to councillors)
 54. Email: CPRE Road Show on Changes to Planning System – feedback (circulated to councillors)
 55. Email: OSS June updates: Vote in our 2023 AGM | Our campaigning works | Registering town or village greens (circulated to councillors)
 56. Email: Rushden Mayor's Proms in the Park - Saturday 2nd September 2023 (circulated to chairman)
 57. Email: Friday mini eUpdate - 07/07/23 (circulated to councillors)
 58. Email: 6 weekly Teams meeting with the Commissioner - Wednesday 19th July at 6pm via Teams.
 59. Email: Raunds Library Author Evening
 60. Email: Mayor of Wellingborough's Charity Quiz Night
 61. Email: Two NNC Consultations: Have your say on new Family Hub network / Independent Living Schemes
- End