

# MINUTES OF STANWICK PARISH COUNCIL MEETING HELD ON

**Date:** 16<sup>th</sup> August 2018

**Venue:** Committee Room, Village Hall, Stanwick

**Time:** 7.15 p.m.

**Present:** Councillors:-  
N Peck (in the chair)  
S Glanville-Hughes  
S Kitchener  
D Munday  
M Partrick

## **18.75 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Chinery.

## **18.76 APPROVAL OF MINUTES**

It was proposed and

### **RESOLVED**

That the Minutes of the Council Meeting held 19<sup>th</sup> July 2018 be approved as a correct record and signed by the Chairman

## **18.77 DECLARATION OF INTEREST**

Councillor Glanville-Hughes declared an 'other' interest as a neighbour to the applicants for 18/01324/FUL.

## **18.78 PUBLIC SPEAKING TIME**

ENC Councillor Howell highlighted key points of her written report.

## **18.79 CASUAL VACANCY & CO-OPTION**

Further to Minute 18.42 and a secret ballot, it was proposed and

### **RESOLVED**

That Julie Paterson be co-opted to the Parish Council.

## **18.80 PLANNING CONSULTATIONS**

### **18/01324/FUL Proposed replacement windows and doors including alterations to form bi-fold doors and to form 2 altered windows at 54 East Street**

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 does not object to the proposal.

This decision is made on the assumption that the materials will be sympathetic to the existing structure and there are no objections from adjoining properties.

### **18/01354/FUL Two storey and first floor side extension; and single storey rear extension at 14 Hill House Gardens**

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 does not object to the proposal.

This decision is made on the assumption that the materials will be sympathetic to the existing structure and there are no objections from adjoining properties.

### **18/01593/PDU Conversion of shop (A1) to residential property (C3) at 1 Church Street**

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 strongly objects to the proposal.

The application is contrary to Stanwick Neighbourhood Plan policy HSG2 in that it has not demonstrated that it will not result in on-street parking.

Stanwick Neighbourhood Plan policy HSG1 does support development that reduces a deficit in housing types. However the Parish Council is of the opinion that this unit should not be converted to a residential dwelling for the following reasons.

The Joint Core Strategy policy 30 b) states that the internal floor area of new dwellings must meet national standards as a minimum. The 'Technical housing standards' states that the minimum gross internal floor are for a one bedroom, one person dwelling is 39 m sq. and this application has cumulative floor space of 32.34 m sq.

A residential dwelling is likely to generate a parking requirement in an area of limited parking availability and parking congestion. Whilst a shop/business can attract customers who drive, the presence of the vehicle tends to be for a limited period and at different times to residents.

There does not appear to be any outdoor space attached to this unit. This will have a negative effect on residential amenity and there will be issues with waste storage.

The Parish Council is of the opinion that this unit should be retained as a commercial premises. It has a long history as a commercial premises and is suitable for various commercial purposes such as office space, retail, barber and so forth.

The premises has only been empty for a few months and the Council has not seen any evidence of the premises being advertised to let. The Council therefore questions the validity of 'permitted development' approach of this application.

#### **18.81 CCTV AT PARISH FIELDS**

Further to Minute 18.69 it was noted that a report on the regulatory issues for CCTV prepared by the Clerk had been provided to councillors. It was proposed and

#### **RESOLVED**

That site meetings be arranged with CCTV providers to obtain information to enable the Council to make an informed decision on whether CCTV can be installed.

#### **18.82 STANWICK ALLOTMENT SOCIETY AGM**

It was noted that an invitation had been received for a councillor to attend the AGM on 25<sup>th</sup> September 2018. Cllr Kitchener indicated that she should be available.

#### **18.83 PATH IN ST LAURENCE CHURCH YARD**

It was noted that the churchwarden had reported problems the path that runs from Church Street to the main church door in the area near the new bench. Councillors inspected the area during the walkabout on 4<sup>th</sup> August (Minute 18.88 refers). The path had been subsequently inspected by N Brailsford for a professional opinion. He advised that grinding the path would not be an appropriate solution as the resulting surface would be of very poor quality due to the materials of the path. He recommended cutting the section of the path into manageable slabs that could then be lifted, levelled and relayed. It was proposed and

#### **RESOLVED**

That subject to the agreement of the church warden the work proposed by N Brailsford & S Smith be instructed at a cost of £640.00 in the interest of public safety.

#### **18.84 SPENCER PARADE GARDENS**

Further to Minute 18.58 (July 2018) Councillors inspected the Spencer Parade Gardens as part of the walkabout held 4<sup>th</sup> August (18.88 below refers). Three suggestions were proposed for the uneven path.

- Lift 'long' path of slabs and replace with turf
- Lift 'long' path of slabs and replace with shuttering and gravel/MOT type surface
- Lift and re-set approx. 10 m of slabs, incorporating small slopes to adjust gradient

The preferred option was for lifting and relaying 10m of path. It was proposed and

#### **RESOLVED**

That a quote for £640.00 be accepted from N Brailsford & S Smith for this work.

It was noted that a 'caution – uneven surface' sign had already been put up.

In response to the suggestion for more 'colour' in the gardens (Minute 18.58) it was agreed that flower carpet roses be introduced to the bank behind the bus shelter. These would need to be placed in protective columns, similar to those on the corner of Raunds Road, to provide protection when the surrounding grass is cut.

#### **RESOLVED**

That R Cade be asked if drainage columns can be sourced for the roses.

That a budget of £250.00 be set for the purchase of roses and compost.

That a donation will be made to STEP if they undertake the work.

#### **18.85 CHRISTMAS LIGHTS FOR THE LAMP POSTS**

It was noted that Christmas lights were only provided in the church yard. In previous years there had been public comment expressing disappointment that there was not a greater Christmas lighting spectacle. The Council gave consideration to solar powered lights for lamp posts that would be hired for the festive period. It was proposed and

#### **RESOLVED**

That the cost of £99.00 per unit could not be justified on the precept and would not be an appropriate use of tax payer's money and therefore the Council would not provide additional Christmas lighting.

### **18.86 TELEPHONE BOX**

Further to Minute 18.68 (July 2018) the Clerk advised that it would be possible to apply for 100% grant funding to 'Awards for All' for refurbishment of the telephone box. The Clerk cautioned that applying for the grant, would, if successful, commit the council to doing the work. It was proposed and

#### **RESOLVED**

The Clerk is authorised to obtain the necessary quotes to prepare a project proposal for the refurbishment and re-purposing of the telephone box and to submit an application to 'Awards for All' for funding.

### **18.87 WAR MEMORIAL**

It was suggested that the war memorial is cleaned prior to Armistice Day. It was noted that the war memorial is now listed that this may affect the Council's ability to arrange for the cleaning prior to Armistice Day. It was proposed and

#### **RESOLVED**

That the Council would like the war memorial to be cleaned prior to Armistice Day if the appropriate consents can be obtained and quotes for the work approved in time for the event.

### **18.88 WALKABOUT 4<sup>th</sup> AUGUST**

The report that forms appendix A to these Minutes was received and the action taken to date noted and approved. It was agreed that the Council had a preference for wooden picnic benches, opposed to a plastic, and quotes will be sourced.

### **18.89 EXTERNAL AUDITORS REPORT**

The external audit report from PKF Littlejohn LLP was received. It was proposed and

#### **RESOLVED**

That it be noted that the audit report be received and that there were 'no matters arising'.

### **18.90 NORTHANTS CALC CONFERENCE 6/10/18**

It was proposed and

#### **RESOLVED**

That Cllr Munday be the voting delegate for Stanwick Parish Council.

The Council did not identify any motions for the NCALC AGM.

**18.91 SCHEDULE OF PAYMENTS**

It was proposed and

**RESOLVED**

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

**18.92 MINUTES OF THE RINGSTEAD QUARRY LIAISON MEETING (7/08/18)**

The Minutes were noted.

**18.93 NEXT SCHEDULED MEETING**

The next meeting will be on 20<sup>th</sup> September 2018. The Clerk advised that there would be a number of financial reports presented to the September meeting and Councillors would be asked to nominate any specific projects that would be over and above the usual budgeted items together with costs. This is to assist with the preparation of the budget for 2019-20. Councillors were asked to speak to the Clerk in advance of the meeting if they had any projects in mind.

Cllr Glanville-Hughes gave her apologies for that meeting.

Meeting closed at 8.20pm

**Chairman**

**Councillor walkabout (1)****4<sup>th</sup> August 2018**

Present: T Chinery, S Glanville-Hughes, S Kitchener, D Munday, J Hodgson

**Recreation Ground**

Area under the yellow gate is worn – remove visible stones	
Grey gate absent, under repair. Obtain progress report.	Done
Investigate placing dog fouling penalty notices at each entrance to the recreation ground. (3 signs requested from ENC 08/08/18)	
Investigate prices of sourcing and installing two picnic benches for the area between the play area and the fitness equipment.	

**Spencer Parade**

In the grass area at the bottom of the path the remains of a sign post have left a hole in the ground. NCC to be asked to grind this down and burying it. [Street Doc ref 951912 06/08/18]	NCC attended 07/08/18
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**Spencer Parade Gardens**

Arrange to lift loose paving slabs to investigate cause	Done 07/08/18
Proposed solution to the uneven ‘long’ path made up of paving slabs- lift, re-bed, and incorporate slopes to approx. 9.5m of path.  This course of action to be approved by council. Quote requested from N Brailsford 07/08/18	
Temporary notice to be erected warning of uneven surface	Done 6/08/18
Arrange for the stone wall by the brook to be inspected by Rutland Masonry [emailed 06/08/18]	
Obtain quotes for benches/table for installation on the grass	
Create a planting scheme for roses on the grass slope behind the bus shelter.  Roses on the bank was suggested. These would need to be ‘contained’ to protect against strimmers. I have asked RC if he can source some disused	

<p>pipes for this purpose. Council needs to set a budget to buy roses and compost and make a donation to STEP if they are to do the work.</p> <p>The budget could also include spring bulbs</p>	
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### **Christmas lights**

The possibility of hiring solar powered Christmas lights for the lamp posts was discussed.

This course of action to be approved by council

### **Telephone box**

The possibility of securing 100% grant funding for restoration & refurbishment of the phone box was discussed. A suggestion was made that it could be converted to a TARDIS to be a tourist attraction.

Council approval required to apply for grant funding.

### **St Laurence churchyard**

<p>Create agenda item to consider cleaning the war memorial prior to Armistice [cleaned &amp; repaired June 2014 £630.00; listed consent may be required]</p>	<p>Done</p>
<p>Ask the church warden for copies of their accident book for any accident occurring in the churchyard [Emailed 6/08/18]</p>	
<p>Proposed solution for the uneven church path in the area of the Wellingtonia – grind down the affected area.</p> <p>Discussed with N Brailsford 07/08/18. Grinding down will leave poor surface area due to the fact its concrete. Recommended slicing the existing slabs into smaller slabs, lifting and resetting.</p>	
<p>Area of boundary wall, on the internal face, adjacent to main gate to be monitored for deterioration/work [ Rutland Masonry emailed 06/08/18]</p>	

## Appendix B

### *Power of General Competence adopted 19<sup>th</sup> 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
000773	PKF Littlejohn - Audit fee	£360.00
000774	Alchemy Tree Surgery – removal of 2 trees & Wellingtonia	£520.00
000775	East Northamptonshire Council - grounds maintenance 06/18	£2415.32
000776	East Northamptonshire Council - cleansing services	£16.57
000777	Stanwick Village Hall Trust - August rent	£14.25
000778	N Peck – mileage to various events	£48.15
000779	MC Country Services – Parish Fields fencing	£2850.00
000780	ICCM – 2 x training course (Memorial Management)	£396.00

The above payments were approved \_\_\_\_\_ Chairman  
16th Aug 2018

#### For information (Financial Regulation 6.5 & 6.6)

Date		Detail	Amount
28.07.18	DDM	BT Business	51.47
01.08.18	STD	Stanwick Village Hall Trust	210.00
09.08.18	STD	Local Govt Pension Scheme	491.58
11.08.18	DDM	E-on	14.11
14.08.18	DDM	Wave (Anglian Water)	4.50

#### Receipts:

Date	Detail	Amount
23.07.18	Stanwick Bowls Club – annual rent	40.00
25.07.18	HMRC - refund	347.10