

BLISWORTH PARISH COUNCIL

Address: 8 Compton Way, Earls Barton, NN6 0PL

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Website: <https://parish.blisworthvillage.org>

You are hereby summoned to attend an **Ordinary** meeting of **Blisworth Parish Council** to be held **remotely** on **Monday 26 April 2021 at 7.30 pm** for the purpose of transacting the following business. Members of the public and press are invited to attend. To access the meeting please:

Join Zoom Meeting

<https://us02web.zoom.us/j/3737014929?pwd=NjFRaWo2MklBOWRnWCtnT2xHMFhhUT09>

Meeting ID: 373 701 4929 Passcode: 6VfFtV or dial by your location +442039017895 UK

AGENDA

1. To receive apologies.
2. To receive and approve for signature the minutes of the Ordinary meeting held on 1 March 2021.
3. To note any matters arising from the minutes not included on the agenda for report only.
4. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.
5. Public Session:
 - a. Members of the public
 - b. Councillor Reports
6. Response to issues raised in the public session.
7. The Council to send deepest condolences to Her Majesty the Queen and the Royal Family on the death of His Royal Highness Prince Phillip, Duke of Edinburgh – Cllr Hawkins to propose.
8. Receive Clerk's reports and agree actions.
9. Consider request from the Clerk to carry over 10 hours of unused annual leave allowance into 2021/22.
10. Consider a request for payment to Ann North for providing administrative support during the absence of a Clerk to the Council (November-December 2020).
11. Correspondence from former Clerk in respect of banking issues during 2020. The Council to consider a response. (Correspondence circulated prior to the meeting).
12. Closed cemetery - update from Cllr Billing.
 - a. Approve contractor and approve budget for cemetery wall repair.
 - b. Agree further tree maintenance works, quotations, and budget.
13. Notification from South Northants Council, Licencing Team regarding WK/202101629 Gurkha Street trading. For information only as consultation deadline 2 April 21 and the company is already trading in Blisworth.
14. Receive a progress report on the draft Financial Management & Risk Assessment. Cllr Bunker to report.
15. Consider and approve the draft Asset Register. Cllr Read to report.
16. Parish Mapping Workshop feedback and recommendation. Council to consider action and budget implications – Cllr Read to report
17. Consider options to renew the Council's insurance which renews on 1 June 2021.
18. Subscriptions & fees:
 - a. Approve continuing membership and subscription to Northants CALC for 2021/22.
 - b. Approve reappointing Northants CALC Internal Audit Services for 2021/22.
 - c. Approve the retention of Northants CALC as the Council's Data Protection Officer for 2021/22.
19. Finance & Administration
 - a. Approve licence fee for Zoom as required for virtual/hybrid meetings.
 - b. Approve the 5-year hosting domain fee of £80.50 plus VAT for the Council's website.
 - c. Banking update – Clerk to update on the banking situation.

BLISWORTH PARISH COUNCIL

- d. Consider a proposal to keep a second bank account and agree action.
- e. Bank Reconciliation 31 March 2021 – separate paper.
- f. Internal Control Councillor’s report – Cllr Bunker to report.
- g. Note receipts and approve payments made between 23 March – 31 March (marked **) and April payments

RECEIPTS			
Date	Payee	Detail	Amount
12-03-21	NatWest	Refund of bank charges	£84.00
15-03-21	Reid’s Play	Refund of duplicate cheque	£5,352.00
PAYMENTS			
CH/DD	Payee	Purpose	Amount (VAT)
2996 **	G Greaves	Clerks Salary March	£576.69
2997**	HMRC	Clerks PAYE March	£144.20
2998	G Greaves	Clerk’s April Salary	£576.89
2999	G Greaves	Clerk’s April Expenses: Zoom Licence £14.39	£14.39
003000	HMRC	Clerk’s April PAYE	£144.00
003001	Barbara Osborne	Payroll Servicers Q4 2020/21	£66.00
003002	N&P Garden Services	Mowing, grass mowing, verges & park w/c 31.03.21 Invoice 3703 including cheque fee £5.00	£689.00 (£114.00)
003003	Northants CALC	Subscription £629.19 Invoice 1011 Internal Audit £225.00 Data Protection Fee £10.00	£864.19
003004	Alan North	Round & About issue 138 production fee £50.00 and Mileage 24 miles @ £0.50p Invoice 08	£62.00
003005	Simon Bunker	Website Hosting (IONOS) fees Oct & Nov 2020.	£21.60 (£3.60)
003006	Graham Dunkley Outdoor Services.	Notice board and fencing – invoice 02 fencing £790.50 Invoice 03 notice board £180.00	£970.50
003007	Ann North	Invoice for services to BPC December 2020	£100.00
DD	Waves	Water utilities	£88.00
DD	IONOS	Website April fees & 5-year Domain charge	£107.40 (17.90)

20. Rail freight terminals – the Chairman to update.

21. Planning & Development:

- a. Consider response for collaborative working with neighbouring parishes on Neighbourhood Plan.
- b. Consider progress and response to the Housing Needs Survey for Blisworth.
- c. Consider the following planning applications:

Application No	Location	Proposal
S/2021/0568/DCOR INFORMATION ONLY	NGRFI Land west of M1-J15	Requirement 8 Detailed design including various details re: Main Site landscaping, including fencing & other means of enclosure, and details relating to cycle and footpath routes and surfacing.
S/2020/0930/MAO APPEALS	Land South of Station Road Blisworth NN7 3DN	Outline Planning Application for up to 35 (max) residential dwellings --Matters Reserved
S/2021/0489/FUL	Buttermilk Hall Buttermilk Hall Farm Stoke Road Blisworth NN7 3DP	Variation of condition 2 (plans) of S/2019/0518/FUL (The demolition of an existing barn (with planning permission for residential conversion.
S/2021/0556/FUL	4 Greenside Blisworth NN7 3BY	Single storey rear extension.
WNS/2021/0050/FUL	4 Towcester Road Blisworth NN7 3BL	2 storey side and rear extension

BLISWORTH PARISH COUNCIL

22. Street lighting – Cllr Bunker to report:
 - a. Street lighting project update and residents' feedback.
 - b. Approve additional work to the light at Arm Farm for £625 plus VAT.
 - c. Consider a proposal to produce a plan to provide additional streetlights in Blisworth.
23. Police & Neighbourhood Watch Scheme update from Cllr Read.
24. To consider the requirements by law involved to return to face-to-face Council meetings from 7 May 2021
 - a. Agree actions to mitigate risks and protect face to face meeting attendees including updated risk assessment by the locations, maximum attendees, and safety measures.
 - b. Agree any additional requirements and budgetary issue arising including provision for hybrid/virtual meetings.
25. Water rates and recharges. Consider recommendations made by Clerk to recharge sub tenants and future arrangements to monitor water use. (Paper circulated prior to the meeting).
26. Village Maintenance & Open Spaces:
 - a. Allotment:
 - i. Allotment update.
 - ii. School Allotment update.
 - b. Dog waste bins:
 - i. Note the Council's contractors, increase of £0.10p in the rate of dog waste bin collection.
 - ii. Consider residents request for a further dog waste bin following production of the updated asset register and location map.
 - c. Play area.
 - i. Signage update - clerk to report.
 - ii. Monthly safety inspection report – Chairman to report.
 - iii. Annual Play equipment safety inspection.
 - d. Street furniture:
 - i. Consider options for maintaining and replacing benches in the village.
 - ii. Consider a response to individual requests from residents to site memorial benches in Blisworth.
 - iii. Consider quotation for works to restore the bench in the play area and agree action and budget.
27. Highways:
 - a. Liaison with Highways.
 - b. Traffic Issues:
 - i. Speeding – update.
28. Canal & River Trust – consider the impact of canal visitors and boat users on Blisworth and agree ways to provide feedback to the Canal & River Trust.
29. Consider an application for a S137 Grant from Blisworth Friendship Group for £250.00.
30. Consider a request from the “Bring or Bag” Community Team for the Council to support the BT “Adopt a Kiosk” scheme.
31. Receive reports from councillors, present at the meeting.
32. Agree the arrangements including venue and date of the **Annual Parish Meeting** and the **Annual Meeting of the Parish Council** scheduled for **Monday 17 May 2021**.
33. Close.

Signed:
19 April 2021

Gillian Greaves, Clerk