

# BLISWORTH PARISH COUNCIL

Mrs V. Hartley, Clerk to the Council,  
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## Minutes of the Annual Meeting 6<sup>th</sup> May 2014

Held in the upstairs room of Blisworth Village Hall at 7.30pm

**Present:**

- Cllr C Jeffery
- CllrP Masterman
- Cllr S Billing
- Cllr M Field
- Cllr C Gardner
- Cllr D Dalton
- Cllr D Burgoyne
- Cllr J Hawkins

9 members of the public

### 2014/

1. **Election of Chairman – Cllr Jeffery** Proposed by Cllr Field  
Seconded by Cllr Hawkins

There being no further nominations for Chairman, Mr Charlie Jeffery was duly elected as Chairman for the forthcoming year.

The Chairman signed his **Declarations of Acceptance of Office.**

2. **APOLOGIES FOR ABSENCE – THE FOLLOWING APOLOGIES WERE RECEIVED:**  
Cllr J Kirkbride - NCC Cllr

3. **DECLARATIONS OF INTERESTS** – members were asked to declare any interest and the nature of that interest which they may have had in any items under consideration at this meeting – none declared

4. **Election of Vice - Chairman - Cllr Hawkins** - Proposed by Cllr Billing  
Seconded by Cllr Burgoyne

There being no further nominations for Vice-Chairman, Mrs June Hawkins was duly elected as Vice-Chairman for the forthcoming year.

5. **ELECTION OF PLANNING SUB GROUP** – the Planning sub group no longer exists as plans are always scrutinised at meetings and if deadlines must be met due to no extension being granted by SNC, further meetings will be held to discuss

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applications. **Cllr Billing** will be the point of contact for planning applications for Clerk and he will check applications as they come in.

6. **ELECTION OF REPRESENTATIVES FOR VILLAGE HALL AND PLAYING FIELDS ASSOCIATION** – Cllr Gardner and Cllr Field were elected to act as representatives.
7. **ELECTION OF STREET LIGHTING OFFICER** – Faults should be reported to **Clerk**.
8. **ELECTION OF REPRESENTATIVES TO ACT AS TREE AND FOOTPATH WARDENS** – a Footpath Warden is required, **Mike Burgoyne** will remain as link for the time being.
9. **REVIEW OF FINANCES – TO AGREE AND REVIEW FINANCES, INCLUDING USE OF NCALC AS INTERNAL AUDITOR AND OF COUNCILLOR TO ACT AS INTERNAL CONTROL OFFICER** – it was agreed that Maria McKeown would act as Internal Control Officer and NCALC would remain as Internal Audit Service.
10. **AGREEMENT AND ADOPTION of ANNUAL RETURN for year-end 31.3.14.**
  - i) The Clerk had circulated the Section 1 and 2 of the Annual Return for perusal by the councillors prior to the meeting. (fixed assets figures must remain the same unless purchase or disposals made during the financial year). The Chairman read the statements from Section 2 – (the Governance statements) out to the Council After discussion it was agreed that the Sections 1 and 2 be approved , proposed by Cllr Masterman and seconded by Cllr Gardner.
11. **ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS** – it was proposed by the Chairman and seconded by Cllr Hawkins that both documents are adopted in principle but that he will study the Regulation 11 as advised by NCALC for formal adoption with the Risk Assessment for the Council at the next meeting. The Standing Orders were adopted.
12. **ADOPTION OF CODE OF CONDUCT** – This document had previously been circulated and was duly adopted proposed by Cllr Burgoyne and seconded by Cllr Billing.
13. **PROCEDURE FOR HANDLING REQUESTS MADE UNDER FREEDOM OF INFORMATION ACT 2000 AND DATA PROTECTIONS -**
14. This document had previously been circulated and was duly adopted proposed by Cllr Hawkins and seconded by Cllr Dalton.
15. **MEDIA POLICY** - This document had previously been circulated and was duly adopted proposed by Cllr Masterman and seconded by Cllr McKeown.
16. **COMPLAINTS POLICY** - This document had previously been circulated and was duly adopted proposed by Cllr Burgoyne and seconded by Cllr Billing.
17. **DATES FO MEETINGS FOR NEXT YEAR** – It was confirmed that the Parish Council Meetings for the year 2014 to 2015 will take place on the first Monday of the month unless that day falls upon a bank holiday in which case it will take place on the following day of the month. Extraordinary meetings will be held as necessary.
18. **RESOLUTION TO SIGN & APPROVE MINUTES OF THE PREVIOUS MEETING DATED 7<sup>TH</sup> April 2014** - It was proposed by Cllr D Dalton and seconded by Cllr

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Field that these minutes were adopted as a true record.

## 19. CLERK'S REPORT

Actions carried out as per last meeting.

## 20. DISTRICT AND COUNTY COUNCIL REPORTS – may include report from local Community Police Officer - none

## 21. PLANNING

### i) Progress of recent applications:

### ii) Chapel Hill Development – S/2013/0225/MAF –

- Update on developments SNC to discharge of condition to provide access road for construction off Northampton Road ( access road WILL be constructed)
- Update on road crossing provision – no developments
- Proposed Extension of 30mph speed limit – **Clerk** to write to JPP Consulting requesting that the 30mph Zone is beyond the canal bridge on Gayton Road – next to the new kissing gate.

### iii) Progress of other recent applications :

<u>S/2014/0431/MAF</u>	Chapel Lane Blisworth	Variation of condition 4a i - iii (Pre commencement condition) of S/2013/0225/MAF (Residential Development for 27 houses, estate road and associated works) to change the requirements of condition 4a parts i-iii inclusive to pre-occupation rather than pre-commencement	- Consults Despatched
<u>S/2014/0322/FUL</u>	25 Greystones High Street Blisworth	Single storey rear extension	- Site Visit Complete
<u>S/2014/0283/FUL</u>	New Tunnel Hill Farm Stoke Road Blisworth	Two storey side extension to form self-contained annexe	- Site Visit Complete
<u>S/2014/0263/TCA</u>	58 High Street Blisworth Thackstone	Reduce Willow tree back to solid trunk after damage in strong winds	No Objections
<u>S/2014/0220/FUL</u>	Cottage 21 Stoke Road Blisworth Thackstone	Conversion of outbuilding to form annexed accommodation including new conservatory	Approved
<u>S/2014/0221/LBC</u>	Cottage 21 Stoke Road Blisworth	Conversion of outbuilding to form annexed accommodation including new conservatory	Approved

## 22. Local Matters

- Footpaths –reports of any problems - none
- Lighting – report of any street lights in need of attention – replacement of old lamps – (see correspondence) to comply with EU directive
- Play Area – Cllr Dalton reported that he will fix a closure spring for the gate to prevent dogs entering. May try and get more equipment later.

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- iv. Traffic Issues – High Street traffic is very fast at times, especially when there are no parked cars. Clerk to request PC McQuade to see if the speed gun could be put into operation.
- v. Parish Plan Progress – Ann North put the following request to the Parish Council: *‘ to request a contribution to the proposed renovation of the Cemetery gates. The Parish Plan team felt that a full renovation to a high standard together with the provision of a safe entrance to the Cemetery would be a significant enhancement to the conservation area. As the Parish Council is responsible for the maintenance of the Cemetery and ensuring the safety of those who enter it will they please consider this to be a worthwhile project.’*  
It was agreed that the Clerk would put this it on the next agenda and Ann North passed quotes for the work to the Chairman.  
Cllr Jeffery congratulated the committee for their efforts and Cllr Masterman requested that the **Clerk** thank N and P Garden Services for making the cemetery look good. Paulette Kennedy was also thanked for all her hard work in the project.
- vi. Neighbourhood Watch Scheme – Cllr Masterman had received the latest crime statistics from PCSO Tara Cooksammy. Alarming household burglaries are up by 43% this year.
- vii. Village sign project – Cllr Hawkins had had a meeting with SNC and a site meeting is to be held on 19<sup>th</sup> May with all parties involved including the constructors of the frame. SNC are also to doing the ‘Welcome to Blisworth’ – Best Village 2012’ signs.
- viii. Request from Parish Plan Progress Team for placement of planters at bus stop near The Oak – the team are going to take on the maintenance of the planters. The Parish Council agreed in principle to erection of the planters but it requires quotes. The Parish Council will obtain the permission. Paulette Kennedy will obtain quotes.
- ix. Request from Blisworth Heritage Society – consideration of siting of wheels from railways carriage – Cllr Burgoyne reported that these are to be sited at the ‘Mill’. The Heritage Committee will obtain the funding. The project will involve a concrete plinth and interpretation board, she will circulate photos.

## 23. COMMUNICATIONS

### A) Correspondence – outgoing and ingoing

#### Out –

- i. NCC Highways – request for consideration of lowering speed limit on Towcester Road **to end of Pyners Cottages** – response that review will take place involving NCC Road Safety Officer, and Senior Traffic Management Officers for the Police. **Clerk** to revise request.
- ii. NCC Highways – to request consideration of laybys in Connegar Leys – response that not financially viable but PC could fund it and they would advise! The Parish Council would not consider this at this stage.

#### In –

- iii) Resignation of Mrs Kathy Gray as Councillor – Vacancy to be advertised.
- iv) Helen Howard, NCC – consideration of reduction of speed limit between Milton and Blisworth – decision not to reduce the limit. However it was agreed that the **Clerk** should find out whether the 30mph zone could be extended to the railway cottages and include Station Road.

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- v) Renewal of 30 mercury street lights by April due to EEC legislation – **Clerk** to find out from E-on whether there would be a difference in price to replace them as they failed or with a ‘discount’ all at once.
- vi) Falling fence in Greenaway as reported last meeting – has been repaired by 15.4.14
- vii) National Allotment Society – informing members of a legal matter
- viii) CPRE – newsletter – Cllr Hawkins attended the CPRE meeting. The process and implications of fracking had been discussed.

#### Forwarded emails –

- ix) Mark Redding NHW Guidance document
- x) NCC Highways – Buttmead/Courteenhall Road bridleway – response that they will add an additional waymark post to prevent vehicular access.
- xi) Wind And Solar Farms – information from CPRE
- xii) Results from the SNC Local Plan Consultation

## 24. FINANCE

- i) The following payments were approved;

Name	Details	Amount£	VAT	Total	Chq
E-on	Maintenance	£215.67	£43.13	£258.80	2235
E-on	supplies	682.64	136.53	819.17	2236
AH Contracts	Empty dog bins	99.25	19.85	119.10	2237
N and P Gardens	Mowing - April	496.50	99.30	595.80	2238
V Hartley	Salary for April	414.64	-	414.64	2239
HMRC	Tax for above	103.60	-	103.60	2240

Monies received : 50% Annual Precept from SNC - £15500  
VAT Return - £ 3943.76

OTHER FINANCIAL MATTERS – earlier in agenda

## 25. FUTURE AGENDA ITEMS AND COUNCILLORS’ COMMENTS

- Cllr Burgoyne reported that the Sun Moon and Stars sale is going through.
- Clerk to write to SNC to request that they would empty a bin placed by the Shop Keeper. **Cllr Burgoyne** will speak to the Shop Keeper.
- **Cllr Jeffery** will contact the tenants of the Parish Field to confirm that he wishes to rent the field for this coming year.

## 26. PUBLIC QUESTIONS, COMMENTS AND REPRESENTATIONS:

In the last item on the agenda of meeting residents were invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

- A discussion took place about re-visiting the ‘Speed Watch Campaign’ to reduce the speed of traffic in the village. Cllr Burgoyne agreed to ask Mark Redding if he would investigate the issue.
- Jane Percival asked for a budgeted figure for the Village Directory. This will be checked. The Chairman advised her to proceed with the production.
- A resident from the High Street questioned the Council on the proposed zebra crossing. She felt there had been no consultation. A discussion followed, the

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Chairman stated that he was sympathetic to the resident but felt that elderly residents needed a safe crossing point.

- A resident asked whether the PC had any influence over pavements – these are the responsibility of the NCC Highways.

**27. DATE AND TIME OF NEXT MEETING – 2<sup>nd</sup> June 2014**

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