



Minutes of the Virtual 'Meeting' 6th July 2020, 7.30 pm

This meeting was held by consultation over a conference call with the councillors. The government legislation to reduce the spread of Covid 19 does not allow a normal meeting to take place. Security concerns had been raised over the use of some visual conferencing applications.

Present via phone:

**Cllr Wilson
Cllr Bunker
Cllr Field
Cllr Gardner
Cllr Billing
Cllr Hawkins**

Clerk - Viv Hartley

3 members of the public was present – Ann North, Secretary to the Progress Group, Tanya Wells and Ann Goss The public had been given the opportunity to access the call from instructions on the agenda.

PUBLIC QUESTIONS, COMMENTS 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. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting and may not take part in the Parish Council meeting itself.

1. **APOLOGIES FOR ABSENCE – TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE - none**
2. **CO-OPTION OF COUNCILLORS: Tanya Wells and Ann Goss**
Tanya Wells was proposed by Cllr Bunker and seconded by Cllr Gardner and formally co-opted on to the Council.
Ann Goss was proposed by Cllr Field and seconded by Cllr Hawkins and formally co-opted on to the Council.
Clerk to send Acceptance of Office forms and Members' Interests forms for signing.

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3. **DECLARATIONS OF INTERESTS – To receive declarations made under the Council’s Code of Conduct related to business on the agenda.** (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business).
None was declared.
4. **RESOLUTION TO SIGN & APPROVE MINUTES OF THE PREVIOUS MEETINGS DATED 11th May 2020 and 1st June 2020.** Correction to June minutes – N and P cut was for 4.5.20 not 20.4.20 – to be signed and agreed at next meeting.
These had been circulated, were amended, and signed as a correct record.
5. **CLERK’S REPORT –** Clerk has sent request for payment of rent for £300 for parish field.
6. **DISTRICT AND COUNTY COUNCIL REPORTS** Report from local Community Police Officer – none available. Clerk to write to Cllr Clarke to ask him to clarify whether he still intends to attend and or input to future meetings.
7. **INTERNAL AUDIT REPORT FROM TINA CHARTERESS, NCALC**
The Clerk has circulated the report and some actions are required particularly in respect of the Progress Group whose Minutes should not be published as part of the formal Parish Council’s Minutes, until the group become a formal part of the Parish Council.
Chairman had responded to the report by email to ensure effective remediation. Clerk had circulated email. No response yet.
It was agreed that PC should investigate what needs to change. Cllr Bunker asked the Clerk to document the various options for the group to function as a committee, sub-committee, working party.
The council agreed it was difficult to agree specific actions until further clarity had been received from the auditor.
Clerk to check with the auditor whether the governance section of the AGAR needs changing due to the issues raised regarding the Exercise of public rights.
Clerk to source a model internal control policy.
8. **COUNCIL TO AGREE DATES FOR ADVERTISING THE PERIOD DURING WHICH ELECTORS AND INTERESTED PERSONS MAY EXERCISE RIGHTS RELATING TO THE ANNUAL ACCOUNTS,** according to The Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020.
The Council agreed that the notice would be posted on 7th July 2020 on website and notice board. The dates when the records would be available for inspection would be from 13.7.20 - 21.8.20.

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9. **RE-OPENING OF PLAY AREA FURTHER TO COVID 19 CLOSURE–**

Advice received that a Risk assessment should be carried out prior to opening and cleaning arrangements should be considered.

The Chairman proposed that he arrange the formation of two signs for displaying at the play area (one spare) and a copy to go on the website. He had written the sign in accordance with HM Government guidelines on opening the play areas. It was agreed that it is impractical for PC to provide hand sanitizer, instead encourage use of own supplies. He will carry out a basic litter pick, double bagging waste and placing it in black bin at village hall. 'High traffic touch points' have been identified.

10. **RAIL FREIGHT TERMINALS –**

Rail Central – Northampton Gateway (Microsoft teams) meeting 6pm on Tuesday 21st July. (date altered from 22nd July). The Chairman agreed to attend and report back to Council.

11. **CHAPEL LANE – Update** - Eastco have no works planned at the moment, but have said that they will advise PC when this changes. A meeting is expected to take place in July.

i) Invoice for Commuted sum of £3003.35 for lighting sent to Eastco Homes

ii) Excessive weight of lorries going over Candle bridge – this issue is NOT related to the development which has stopped since March 2020 with the Covid 19 restrictions). Council requires evidence of the vehicles who are not adhering to the restriction
It is easier to make a 'case' if the following are recorded:

- Date
- Time
- Vehicle registration
- Make of vehicle, number of axles if possible
- Company name

Cllr Wells agreed to monitor and take photos for about 30 minutes per morning. She has witnessed various types of large vehicles using the bridge.

12. **PLANNING –**

Clerk to obtain extensions of consultation time of S/2020/0369/LBC and S/2020/0368/FUL at Crieff House at Crieff House 1 Stoke Road. (these had come in from SNC today).

Planning Register:

<u>Application Number</u>	<u>Location</u>	<u>Proposal</u>	<u>Received</u> <input type="checkbox"/>	<u>Status</u>
<u>S/2020/0930/MAO</u>	Land South of Station Road Blisworth Northamptonshire NN7 3DN	Outline Planning Application for up to 35 (maximum) residential dwellings including access with all other Matters Reserved	08/06/2020	4 - Consultations Despatched (1-10)

Clerk had obtained an extension to time for this consultation. Comments to be submitted after this meeting. Cllr Hawkins reported that NCC Highways have

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objected. Objection comments suggested by Cllr Bunker were agreed by the Council. Chairman to confirm comments tomorrow for submission by **Clerk:**

- The proposed development is significantly outside the village confines. It is understood that such applications should only be considered when there are exceptional reasons for doing so, and when there are not any adverse factors identified.
- This is clearly not the case with this application.
- Development of the proposed site would result in a significantly adverse visual impact on the approach to the village and would be detrimental to the appearance and character of the area.
- The proposed site is currently agricultural land, surrounded by hedgerows and trees, and gives a rural feel on the approach to the village. This aspect would be completely lost by any development.
- Development of this area would have a negative impact on adjacent listed buildings, and the nearby conservation area. The historic ridge and furrow land would also be lost.
- Flooding issues already occur in this vicinity, and development is likely to exacerbate the situation.
- There is already a site in the early stages of development for 27 new houses in Blisworth, and we do not believe that there is a need for any further new housing in the foreseeable future.
- The PC has already objected to another application for up to 30 houses off Northampton road, and although we do not believe that it will be approved, if it were, Blisworth would be completely overwhelmed with new housing
- Any additional development would put additional strain on an already overstretched infrastructure.

13. FOOTPATHS (Rights of Ways) –

- Reports of any problems- no issues

14. LIGHTING –

Arrangements for reporting of faults.

Lights reported/ to report Cllr Gardner reported light out in Windmill. He will confirm which one with Clerk.

15. **STREET LIGHTING IMPROVEMENTS** – Clerk has written to Lighting Specialists (circulated letter) requesting a quote based on the list of improvements already suggested and own recommendations with indication of prices. Responses are being received.

PC discussed being at a fact finding stage, and that further research was required, including discussion with lighting specialists when responses have been received, and feedback from other PCs that had recent experience of lighting projects.

Inventory - Clerk has also written to Western Power re the inventory – on going Confirmation is required that Ladyfield and High Street are not included to remove existing discrepancy.

It was agreed that:

Clerk obtain confirmation from WP on whether PC is responsible for Ladyfield lights.

Clerk confirm with Aylesbury Mains whether their Spreadsheet on Conversion recommendations is up to date.

Clerk had been advised by SNC, Peter Worth not to submit the expression of interest form, as a precise project price needed to be provided, and that the closing date was the end of July. The Grants panel would be meeting

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at the end of August. Clerk to check when the deadline for the next 'expressions of interest' will be.

16. PLAY AREA – Reports of any issues

Annual inspection by Wicksteed has been carried out. Some items were considered medium risk and should be repaired within 12 months, total cost £3,653.12

Quotes for repairs have been obtained from other companies. The Chairman has met on site with suppliers and is awaiting one part of one quote.

17. CLOSED CEMETERY – Council to address the issues of epicormic pruning required on Lime trees on Pond Bank side as it affects the access to the grass for mowing.

It was agreed that the **Clerk** obtain 3 quotes and liaise with Cllr Billing who will meet them on site. Work to be carried out in the Autumn.

18. Neighbourhood Watch Scheme

- Updates from Richard Akers circulated.

19. HIGHWAYS – Clerk to receive any issues which should be reported - none

High Street Planters – thank you to supplier and volunteers for plants and compost free of charge and volunteers for tending them. **Clerk** to write to thank supplier.

High Street parking – van parked in conservation area, opposite SMS. Council decided Clerk write to NCC Highways and SNC Enforcement officers as car is not with building area and mention the other issues that had taken place, such as works being carried out outside the site eg cutting breeze blocks.

Stoke road, visual splay at Tunnel car park – **Clerk** to report to farmer and request that hedge is cut. N and P have cut the verge.

20. COMMUNICATIONS (not mentioned elsewhere on the agenda)

OUT:

IN:

- i. NCALC Updates and Covid 19 bulletins circulated
- ii. ACRE bulletin
- iii. SNC – request for updated Members Interest Forms
- iv. Danny Moody – request for councillor to take part in Zoom meeting re Health and Well-being, also for services of a building surveyor.
- v. Blisworth Round and About newsletter

21. PROGRESS GROUP REPORT – Ann North, Secretary, reported on her attendance at the ACRE good neighbour scheme. Her notes had been circulated. Cllr Wilson thanked her for attending and agreed that Council will try to notice the activities of the local groups.

Cllr Goss as attendee of the ACRE meetings agreed to act a liaison.

Community Champions are an alternative to Best Village competition due Covid 19. **Chairman** agreed to write to Mel Lee Patrick as a representative of CRRG who has worked fantastically, and it was agreed that they have a lot of information and experience of how Blisworth has coped during COVID-19.

22. **ALLOTMENTS – Cllr Billing, Clerk and one Allotment holder liaison** have met on site and ascertained which allotments were vacant and/or unworked. Some rents have been collected. Council agreed that this year's rents be added to next year for those who have not paid. Clerk has records. Clerk had given details of 2 enquiries for plots to Cllr Billing.

23. **FINANCE (Internal Audit Report – see item 7 above)**

i) **Payments – for approval:**

Name	Details	Amount £	VAT	Total	Chq
Shire Lumsden	Inv 22036 Printing newsletter	125.00	-	125.00	856
V Hartley	Salary for June	647.10	-	647.10	857
HMRC	Tax for above	10.40	-	10.40	858
N and P-	Invoice 3458 Grass 15 th &29 th June	1085.00 (inc £5 for chq)	216.00	1301.00	859
B Osborne	Payroll, Re- Declaration of pension reg	91.00	-	91.00	860

ii) **Other financial items for report:**

- Completion of Mandate form – now ready for collection by Clerk on 7th July to be signed by Cllrs Field and Hawkins as existing signatories.
- Clerk has submitted VAT return for the Council for the year end 31.3.20. - £3,208.48.
- Funds – it was agreed that CIL payment and VAT receipt to paid into Deposit Account

Bank Reconciliations:

Current Account bal at 1.4.	38658.84	Payments	12703.80
Receipts	25892.15	Outstanding chqs	2400.50
Unbanked Allotment rents	(100.00)		
		Balance c/f at 22.5	54147.69
		£64450.99	£64450.99
Deposit Account bal a 1.4	5116.50		
Interest 30.4	0.84		
Balance c/f at 30.4.	£5117.34		

24. **FUTURE AGENDA ITEMS AND COUNCILLORS COMMENTS**

Football club – Request for assistance with planning application (came today) to go on **next agenda**

- Cllr Bunker – Projects proposals to go on agenda

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Date-----

- Cllr Gardner – **Clerk** to contact ‘Fix my Street’ re white lines at school
- Cllr Wilson – **Clerk** to report to ‘Fix My Street’ – 3-way sign at the Oak requires fixing to point in right directions.
- Cllr Billing – Parking at Pond Bank an issue.

25. DATE AND TIME OF NEXT MEETING – August 3rd 2020

26. PUBLIC SESSION

- Suggestion of using public loan to fund lighting project
- Dog bin in Stoke Road has been damaged. Clerk to obtain costings for 25 and 50 litre bins.

Meeting closed at 10.45 pm

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Date-----