

BLISWORTH PARISH COUNCIL

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(DRAFT)

Minutes of the Meeting of Blisworth Parish Council held on Monday 1 February 2021 7.30 pm.

Present:

- Cllr S Billing
- Cllr S Bunker, Vice Chairman
- Cllr M Field
- Cllr C Gardner
- Cllr A Goss
- Cllr J Hawkins
- Cllr C Read, MBE
- Cllr T Wells
- Cllr D Wilson, Chairman

Also present

- Gillian Greaves, Parish Clerk
- Cllr S Clarke, District Councillor
- 3 Members of the public

Due to the Coronavirus Pandemic the meeting was held by telephone conference.

1. Apologies for absence. None received.
2. Declarations of interest. None received.
3. Receive reports and agree actions:
 - a. Clerk/Chairman. The Clerk reported that there was much to do and was focusing on priorities including the Councils accounts and banking issues. The Clerk was contacting all the Councillors to update records and to find out more about the Council and the village.
 - b. District and County Councillors. District Cllr Clarke reported further to the road works at the Towcester Road/Mill Lane he had received information from the Northamptonshire County Council Highways Department to confirm that the programme of works to repair the bridge wall was scheduled for 23 February 2021. An overnight road closure would follow for the removal of the concrete blocks. The Candle bridge issues had been reported to the Assistant Director of Planning at South Northants Council and he was awaiting a response. District Cllr Clarke informed the Council that he had received information that Candle bridge is owed by Canal and River Trust and they are responsible for maintenance of the bridge and that it was subject to bridge safety assessments as were other nearby bridges. It was also considered that it might be possible to site a camera on the bridge to monitor heavy vehicles although some of the larger lorries which cause concern may not be over the weight restrictions. It would be a police matter to enforce if any evidence could be obtained e.g., photographs. The Chairman added that there was a further possibility of installing automatic number plate recognition equipment on the bridge which links vehicles registration and weight. There is an online demonstration of the community safety system during March that might be of interest. It was agreed that better liaison between the Highways and the Police would be helpful to deal with this issue. The speeding data obtained from the VAS was also available. Cllr Read in his role as police liaison was asked to follow up to see if this data would be useful for the police.
4. Approval and signature of the minutes of the previous meeting held on 11 January 2021. The minutes of meeting held on 11 January 2021 were approved as a true record of the meeting and signed by the Chairman
5. Matters arising not included on the agenda. Nothing to report.
6. Correspondence to note or agree action where needed. None not included on the agenda.

Signed:
Chairman

Date

7. Rail freight terminals update. Nothing further to report, awaiting the notes from the recent meeting.

8. Planning & Development:

a. to consider the following planning applications:

| | | |
|--------------------------------------|---|--|
| S/2021/0040/DCOR INFORMATION ONLY | NGRFI Land west of M1-J15 | Requirement 13 Earthworks and Requirement 8 Detailed design ((2) b, and h) Resolved: Noted. |
| S/2020/2400/FUL | Chy-turua 4 Church Lane Blisworth NN7 3BX | Proposed extensions and alterations including internal remodelling conversion of existing garage, side and rear first floor extensions, cladding and render external treatment, new windows, new roof configuration and new single garage. Resolved: No objections, no observations. |
| 20/00076/WASFUL | Old Blisworth STW, Northampton Road, Blisworth. | Proposed construction of an inert waste recycling facility. Cllr Read circulated a draft letter setting out the Council's observations prior to the meeting. Simon James, Milton Malsor Parish Council (MMPC) addressed the Council and asked if it was possible to work together on a coordinated response. It was agreed together and the Clerk to forward draft letter to MMPC and District Cllr Clarke. Concern was raised on how NCC were consulting with residents of Railway Cottages who apparently had not received any correspondence on the matter. NCC were relying on their website to inform people on the application. |

9. Street lighting project update from Cllr Bunker. Cllr Bunker reported that he had undertaken a site meeting with Cllr Billing and Zeta Specialist Lighting. The Contractor will produce a map of the lighting and once the lighting has been installed with undertake to make any adjustment to ensure the best lighting coverage. The Council **Resolved** to instruct the contractor, Zeta Specialist Lighting to carry out the works at a total cost of £32,523.60 with an initial payment of a 50% deposit £16,621.80. Cllr Bunker confirmed that the four faulty streetlights had been replaced by the contractor prior to the contract being let and that the price of this work would be deducted from the final invoice.

10. Renew annual membership of CPRE at £36.00 subscription. The Chairman proposed, seconded by Cllr Field that the Council renew its membership with CPRE and make better use of the services it offers and the Council **Resolved** to renew the annual membership of CPRE at £36.00.

11. Finance and administration:

a. Banking update. The Clerk reported that since the last meeting she had contacted the Council's bank, NatWest and subsequently the Council had written to the bank to update on the changes to the correspondence address and request account information. To date she has not received a response. This will need to be progressed in the next few days with a call to the bank.

b. Consider new opening a new online banking account, agree working arrangements and decide on additional signatories for the existing and new account. The Council had previously decided to open a new online bank account. The Clerk circulated a briefing note that set out online banking options currently available and costs. The Clerk gave an overview of the process to move to a new account, an amount of £500 is required to open the account and the requirements for signatories. The signing arrangements agreed would be for any two of the four named signatories to sign for all the disbursements from the account. The Chairman proposed and the Council **Resolved** that the Council apply for an account with Unity and that Cllrs Field, Goss, Hawkins, Wilson would be the named signatories on the new account with Cllr Bunker and the Clerk as named users. The Clerk was asked to organise this and report back to the next meeting of the Council.

c. Approve receipts and payments:

i. Receipts: to note refund from E-ON £2,285.36 – noted.

ii. Payments:

Signed:
Chairman

Date

| Chq/BP | Payee | Purpose | Amount (VAT) | |
|--------|---|--|---------------------------|---|
| 2979 | G Greaves | Clerk's January Salary £576.89 – Stamps £7.92 – Mileage £11.70 | £596.51 | Local Government Act 1972 s112 |
| 2980 | HMRC | Clerk's January PAYE | £144.00 | Local Government Act 1972 s112 |
| 2981 | Barbara Osborne | Payroll Services Q3 Invoice 6555 | £66.00 | Local Government Act 1972 s112 |
| 2982 | Zeta Specialist Lighting | 50% deposit for streetlighting project | £16,621.80 (£2,710.30) | Highways Act 1980 |
| 2983 | Marcus Young Environmental Services Ltd., | Dog waste bin and DWB emptying invoice no; 3544 | £1,385.04 (£230.84) | Clean Neighbourhoods & Environment Act 2005 |
| 2984 | The Computer Doctor | PC Check and office activation | £89.95 (£14.99) | Local Government Act 1972 s111 |
| 2985 | Wicksteed Leisure Ltd., | Unaccompanied Inspection | £72.00 (£12.00) | Public Health Act 1875 s164 |
| 2986 | CPRE | Annual Membership subscription | £36.00 | Local Government Act 1972 s143 |

d. Conclusion of audit notice. The Council noted that the actions required had been completed.

12. Police & Neighbourhood Watch Scheme update. Nothing to report.

13. Open Spaces:

- a. Streetlights. See 9.
- b. Footpaths (Rights of Way). The Chairman reported that a briefing from Northants CALC had been circulated earlier concerning changes to the footpath maps. This concerned one footpath in Blisworth, and the Council needed to consider if it wished to protect the footpath from vehicles, cycles, horse riders etc. Cllr Goss agreed to review the footpath and report back to the next meeting so that comments can be submitted to Northants CALC by the deadline.
- c. Grit bins. The Clerk agreed to conduct an audit of the grit bins and to contact NCC Highways to find out how and when they fill their grit bins and what the options are for maintaining the parish council owned grit bins.
- d. Bins/dog waste bins. The Chairman reported that he was monitoring the bin outside the Village Hall and had not noted any further issues. It would appear to have been a missed collection over the Christmas/New Year period. The Chairman proposed that the litter bin sited in the play area be included in the regular weekly dog waste collection as he was having to regularly empty the bin. The Council agreed this was a sensible arrangement and the Clerk was asked to contact the contractor to see if this could be added to the arrangements.
- e. Noticeboards. The Clerk reported that she had received an email from a member of the WI asking if the notice board sited between the Oak and the Baptist Church could be moved as the fence was collapsing onto the noticeboard which was in a bad state of repair. Cllr Billing reported that he was obtaining quotes for repairing and replacing the noticeboard and for repairs to the fencing, he would bring a recommendation to the next meeting.

14. Highways:

- a. Liaison with Highways. Nothing further to report.
- b. Traffic Issues:
 - i. Speeding. See 3b. The Chairman agreed to progress the matter of the VAS licence with Steve Barber and report back to the next meeting.
 - ii. Road works – update. See 3b.
 - iii. Parking. Cllr Wells reported that since the last meeting the parking problems in Pond Bank had reduced considerably but she would continue to monitor the situation and keep the Council informed on the matter.

Signed:
Chairman

Date

15. Play area.
 - a. Signage update - clerk to report. The Clerk had circulated the ROSPA guidance on signage for play areas. The Chairman reported that as part of his inspection he noted six separate signs in the area together with Covid-19 notices. It was agreed to investigate consolidating the signs so that the information is held on one sign at the entrance to the play area. The Clerk was asked to investigate and obtain prices.
 - b. Monthly safety inspection report. The Chairman reported that he had undertaken the monthly inspection and was not aware of any issues. The inspection had been noted in the record book.
16. Allotments update. Cllr Billing reported that he had not been able to contact the allotment holder but would report back once he had.
17. Closed cemetery update from Cllr Billing. Cllr Billing reported that the tree works were in the process of being completed. This included the removal of one tree and other trees were being pollard and treated.
18. Village handyman update from Cllr Billing. Cllr Billing and the Clerk to put together a schedule of works for the Council to consider at its next meeting.
19. Review of section 137 grant policy, Cllr Bunker to report. Cllr Bunker reported that he had undertaken research and would be bringing a draft policy to the next meeting for the Council to consider.
20. Communication:
 - a. Website – clerks to report. The Clerk reported that the website accessibility regulation had come into force last September and the Council needed to ensure that its website was compliant. Ian Tack had kindly offered to review the website to see if there were any areas that did not meet the requirements. The Clerk will report back to the next meeting.
 - b. Virtual meetings – the Council agreed to investigate other virtual methods to hold its meeting until such time as meetings could return to the Village Hall. Cllr Read offered to work with the Clerk to investigate options.
21. Councillor Responsibilities, clerk to report. The Clerk explained that she would be circulating a table that set out key areas that the Council is responsible for e.g., open spaces, planning and asked Councillors to consider volunteering to undertake to specialise in these areas supported by the Clerk.
22. To consider training requests & updates. The Chairman encourage Councillors to review the latest training update from Northants CALC and to advise the Clerk of any training courses they would like to attend. Cllr Read to attend Off to a Flying Start, Planning Nuts and Bolts.
23. To receive reports from councillors, present at the meeting. No reports.
24. To note date of next meeting – Monday 1 March 2021. Noted. Agenda items to the Clerk by Friday 26 February.
25. Public Session: *Members of the public may raise matters they wish to bring to the attention of the Parish Council. This session will be restricted to 15 minutes with individual contributions lasting a maximum of 3 minutes. Please note members should address their representations through the Chairman and that decisions cannot be made at this meeting on items raised that are not on the agenda.*

A member of the public (Ann North) reported two footpaths that required attention, alongside of Stoke Road Allotments and the footpath between Connegar Leys and Greenaway. It was suggested that the Progress Group would be prepared to deliver planning letters to residents.

A member of the public (Rob Cox) raised ongoing issues with surface water flooding in the Station Road area especially in the area from Station Road to the Canal bridge. The matter had been reported the authorities and arrangements to unblock the gulley had been carried out, and whilst in the short term the matter had been resolved it was felt that there needed to be a proper response to resolve the issue. The area between the Walnut Tree and Canal bridge is considered a danger to pedestrians as there is no footpath and there is a speed limit of 60mph. The Chairman agreed to write to the NCC Highways Department to ask what could be done to resolve this ongoing issue.
26. Close. The meeting closed at 21.52 pm

Signed:
Chairman

Date