

BLISWORTH PARISH COUNCIL

Address: 12 Berry Lane, Wootton NN4 6JX

Email: blisworthparishcouncil@gmail.com

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

(DRAFT)

Minutes of the Meeting of Blisworth Parish Council held on Monday 5 July 2021 7.30 pm.

Present:

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

Also present

- Gillian Greaves, Parish Clerk
- 1 Member of the public

-
1. To receive apologies. Apologies received from Cllr Hawkins as feeling unwell and District Councillor Karen Cooper due to personal reasons. The Council **Resolved** to accept the apologies.
 2. To receive and approve for signature the minutes of the Ordinary meetings of the Parish Council held on 26 April 2021 and 7 June 2021. The minutes were approved as a true record of the meeting and signed by the Chairman.
 3. To note any matters arising from the minutes not included on the agenda for report only.
 - a. BT Phone box maintenance response. A response from BT was circulated prior to the meeting which confirmed that BT have referred the matter to the Regional Field Officer for authorisation to repaint the telephone box.
 - b. Neighbourhood Plan/Parish Plan response. District Cllr Cooper previously circulated a response from Alan Munn, Planning Policy & Conservation Manager, West Northants Council. Cllr Field to attend a virtual meeting to discuss neighbourhood planning with representatives of nearby parish councils on 5 August and will report back to the Council. The Council agreed to seek feedback from parish councils that have completed a neighbourhood plan for a cost/benefit review.
 4. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Cllr Read declared an interest on planning application in respect of Northampton Road, Blisworth.
 5. Correspondence.
 - a. West Northamptonshire Council, Parish Forum invitation, 7 July 2021. The Chairman and the Clerk are unable to attend the Forum due to other commitments. Apologies will be sent together with a request for an item to be included on a future agenda of the Parish Forum seeking feedback from those parish councils that have already completed a Neighbourhood Plan.
 6. Public Session:
 - a. District Councillor Reports – District Cllr Cooper circulated a report prior to the meeting which was noted.
 - b. Members of the public – a member of the public enquired if the parish council were aware of ACRE's COVID-19 Community Champions Invitation to attend a virtual meeting on 27 July. It will be a county record of acts of kindness. Blisworth Village Hall plan to apply. Overhanging bushes along RD2 Buttmead were reported as a concern. It was felt that unless they are periodically cutback, they will become a much bigger problem.
 7. Response to issues raised in the public session. The Chairman confirmed that the Council had received the information from ACRE on their COVID-19 Community Champions Invitation and would support the Village Hall application. The issues relating to overgrowth in areas where the land ownership or responsibility for maintenance is unclear was discussed. It was generally agreed to work towards compiling a list of these problem areas, and

Please contact the Clerk for a copy of the signed minutes.

where possible identify ownership or responsibility for maintenance before considering any action, the Council may wish to take in the future. It was agreed to include this as an item on the August agenda for further discussion and agree a way forward.

8. Receive reports from Councillors present at the meeting and not covered under the agenda. Cllr Gardner raised the lack of maintenance of the overgrown grassed area in front of 27 Connegar Leys. The Chairman stated that it was not for the Council to provide maintenance for private verges, but that in this case it was unclear who owned the grassed area, and it would need to be added to the list of ownership unknown areas of grass/hedges and further consideration once that was known.
9. Rail freight terminals – update from the Chairman. The Chairman reported that there were two planning applications received for Information only – these applications are listed under the items for Planning. The quarterly meeting of the SEGRO would be held on 6 July and he intended to attend and report back to the August meeting of the Council.
10. Police & Neighbourhood Watch Scheme update from Cllr Read. Cllr Read circulated a report prior to the meeting which included an overview of the recent policing changes together with priorities; Quality of Life issues such as antisocial behaviour, knife crime, serious and organised crime, and domestic abuse as well as key police contacts. Cllr Read reported that formal contact arrangements for the key contacts were outstanding and for now a generic inbox was being used.
11. Resolve to approve contractor and budget for a condition survey of the closed cemetery wall. Cllr Billing reported that he was attempting to obtain quotes to undertake a condition survey of the cemetery wall. Cllr Billing will work with the Clerk to obtain three quotes for the August meeting. The Clerk will also contact the Diocese to try to establish what arrangements, if any were agreed or conditions included in the deeds for any major works in the cemetery.
12. Resolve to approve the Council’s response to Internal Auditor regarding Internal Audit 2020-21. The Chairman drafted a letter of response to the findings of the Internal Audit which was circulated prior to the meeting. The Council **Resolved** to approve the letter to be sent to the Internal Auditor.
13. Banking Issues:
 - a. To approve the transfer of the precept payment from the Council’s Business Reserve Account to the Council’s current account and all future precept payments to be made direct to the current account. **Resolved** that all future precept payments are made into the Council’s Current Account and to transfer from the Council’s NatWest Business Reserve Account to the Council’s NatWest Current Account the precept £20,740 less the £10,000 (£10,740) to be retained as a reserve.
 - b. To agree that the Business Reserve Account to be used for general and specific reserves. £10,000 to be held as a general reserve. The Council **Resolved** retain £10,000 in the Business Reserve Account.
14. Village Hall Wi-fi payments. The Council had been making monthly standing order payments of £8.00 for the Wi-Fi in the Village Hall. These payments ceased when the bank account was closed in October. This is a long-standing agreement which the Council entered into with the Village Hall and the Council agreed that the missed payments need to be honoured. The Secretary of the Village Hall was asked to provide an invoice for the missed payments so that the Council could list for payment at its August meeting when they would also discuss these arrangements further.
15. Finance & Administration
 - a. Banking Mandate update. The Clerk reported that this item was still outstanding. Cllr Field agreed to approach NatWest direct so that she can be added to the accounts as a signatory as she was previously as signatory.
 - b. Bank reconciliation as of 28 May 2021 – circulated separately prior to meeting. **Resolved:** to approve the bank reconciliation as of 28 May 2021 and signed by the Chairman.
 - c. To note receipts and approve the following payments and any others that arrive after publication of the agenda: **Resolved:** to note the receipts and approve the cheques and direct debits listed for payment.

		RECIEPTS	
Date	Payee	Detail	Amount
04-05-21	WNC	Precept	£20,740.00*

Please contact the Clerk for a copy of the signed minutes.

10-05-21	Blisworth FC	Water Charges 2020-21	£2,071.00**
25-05-21	Sarah Loasby	Allotment Rent 2021-22	£5.00**
28-05-21	NatWest	Interest	£0.14p*
			*BR Account ** Current Account
PAYMENTS			
CH/DD	Payee	Purpose	Amount (VAT)
3020	G Greaves	Clerk's June Salary	£576.69
3021	HMRC	Clerk's June PAYE	£144.20
3022	Barbara Osborne	Payroll Services Q1 2021	£67.50
3023	Wicksteed Leisure Ltd.	Annual Accompanied Inspection	£103.20 (£17.20)
3024	South Northants Area Support Team	Annual Subscription of SNAST	£25.00
3025	N&P Garden Services	Grass Mowing Invoice 3798 (inc £5 cheque fee)	£ 1,374.00 (229.00)
DD	IONOS	Website Fee	£10.80 (£1.80)
DD	Waves	Water utilities	£88.00

16. Internal Control – Cllr Bunker reported that there are several outstanding matters that required urgent attention including: setting up the two additional bank mandates, condition of the cemetery wall, defibrillator management arrangements, grass cutting contract, school allotment risk assessment, risk assessments of the closed cemetery and allotment. Cllr Wells agreed to investigate the risk assessment for the allotments.

17. Planning & Development:

- a. Review of the parish mapping trial – Cllr Read reported that he had successfully reviewed the trial subscription of the parish mapping tool “Parish Online” and he had shared the different ways the Council could utilise it for mapping village assets, grass mowing locations etc. Cllr Read recommended that the Council take out the annual subscription of £108.00 plus VAT. The Council **Resolved** take out the annual subscription of “Parish Online” for £108.00 plus VAT with Geosphere Ltd.

b. To consider the following planning applications:

WNS/2021/0777/FUL	The Barn Buttermilk Hall Farm Stoke Road, Blisworth, NN7 3DP	Proposed change of use of land to C3 Residential Use & the Construction of a detached garage to serve The Barn. No objections, the Council raised concerns that through a series of ongoing successive small individual planning applications that there is a significant increase to the building scale and density on the site, this in turn can impact the landscape and general rural environment, including views into Stoke Bruene and Blisworth that this area enjoys. This is particularly true from the public footpaths and bridleway to the rear of the farm. The increase in buildings on the farm could lead to increased use as a small airfield and the resulting noise pollution and traffic build up on this quiet rural road. Considering the historic natural of the old tramway over Blisworth Hill could this become overbearing to the general landscape.
INFORMATION ONLY		
WNS/2021/0748/DCOR	NGRFI Land west of M1-J15	Requirement 15, (1) – lighting for the rail terminal [Approval of details pursuant to Schedule 2 Requirement of The Northampton Gateway Rail Freight Interchange Order 2019] Noted – information only.

Please contact the Clerk for a copy of the signed minutes.

WNS/2021/0747/DCOR	NGRFI Land west of M1-J15	Requirements 8, (2) – rail infrastructure and rail terminal [Approval of details pursuant to Schedule 2 Requirement of The Northampton Gateway Rail Freight Interchange Order 2019] Noted – information only.
	APPEALS	
S/2020/0223/MAO	Land off Northampton Road Blisworth	Outline planning permission for residential development of up to 30 no. dwellings with all matters reserved except access DAVID TO PROVIDE
	LICENCING APPLICATION	
WK/202103091	New street trade	Roade, Blisworth and Hartwell Village Hall car parks, selling Pizza, Soft-Drinks, Desserts - Blisworth Village Hall car park Wednesdays & Saturdays 17:00 to 20:30 Noted the application and subject to this meeting the requirements of waste disposal and permission of the landowner the Council raised no objection.

18. Defibrillator – Proposal to appoint a nominated person to undertake regular checks to the defibrillator and approval to spend £95 with SafeLincs to undertake the first check professionally and ensure that the unit is in full working condition. Cllr Read reported that once the initial first check had been completed, the defibrillator sited near the school needs to be checked regularly to ensure battery life and everything is in working order by trained volunteers. **Resolved** to appoint Safelincs at a cost of £95 plus VAT to undertake the first check professionally, ensure that the unit is in full working condition and to provide suitable training to Cllrs Field, Read, Goss and Billing who agreed to act as defibrillator volunteers.
19. Water Sub Meter Progress. Cllr Field reported that she has contacted Anglian Water to enquire about sub meters and has been advised that a sub-meter could be installed inside the Football Club building. Cllr Field has obtained two quotations and will seek a further one so that this can be agreed at the August meeting.
20. Pricing change to bench order – approve an increase in price to £672.49 plus VAT from £640.00 plus VAT. Cllr Read reported that the quotation received for the bench had expired prior to being considered by the Council resulting in an increase in the revised quotation. **Resolved** to approve the increase in price of the bench from £640.00 plus VAT to £672.49 plus VAT.
21. Grass mowing:
- a. Agree grass mowing specification, contract terms and condition, budget for 2022/3. The Clerk confirmed that the Council’s current grass mowing contractor had been contacted to request agreement to extending the existing contract until the end of January 2022 but that as a response had not been received, she would check the matter. Cllr Read reported that progress is being made to produce a specification using the parish mapping tool and the Chairman is working on the terms and conditions of the grass mowing contract. It was agreed that it is too early to draw up any budgetary figures until later in the process.
22. Village Maintenance & Open Spaces:
- a. Play area.
 - i. Monthly safety inspection report – Chairman to report. Nothing further to add other than detailed in the annual safety inspection report.
 - ii. Receive Annual Safety Inspection report June 2021. The Clerk circulated the annual safety inspection prior to the meeting. Quotations for replacement and remedial works required in the safety inspection are being obtained and a costed proposal will come to the August meeting for consideration. Cllr Billing agreed to remove the broken swing from the play area.
 - b. Signage update – Cllr Goss has been in touch with the Assistant Community Liaison Officer who subsequently issued a range of highway warning signs e.g., reduce speed, beware of horse etc., suitable

Please contact the Clerk for a copy of the signed minutes.

for displaying in various parts of the village. Cllr Goss will consider appropriate short life locations for the signs to be displayed. Cllr Field reported that a suitable post had been found for the mobile VAS unit and asked for this to be an item on the August agenda.

23. Canal & River Trust – Cllr Billing reported that the Canal & River Trust had recently introduced changes to the times boat engines could be run from mornings only to all day, without any prior consultation. The impact of these changes has resulted in additional noise and pollution to residents. The Council agreed that a letter should be sent to the Canal & River Trust objecting to these changes.
24. The Queens Green Canopy progress report. The Chairman reported that the Council had engaged with Blisworth's Community Groups to promote the scheme as requested by the Lord-Lieutenant of Northampton. The Women's Institute had shown interest in following this up.
25. To agree the date of next meeting **Wednesday 4 August 2021 at 7.30pm**. Noted.
26. Close. The meeting closed at 10.10 pm.

Signed:

Date:

Chairman