

# BLISWORTH PARISH COUNCIL

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Minutes of the **Ordinary** meeting of **Blisworth Parish Council** held at Blisworth Village Hall on **Monday 1 November 2021 at 7.30 pm**

**Present:**

**Cllr Billing**

**Cllr Bunker (Vice chair)**

**Cllr Field**

**Cllr Gardner**

**Cllr Read (MBE)**

**Cllr Wilson (Chair)**

**Also present: 8 members of the public**

1. To receive apologies. Apologies received from District Councillor Cooper, Councillor Hawkins and the Clerk due to ill health. The Council resolved to accept the apologies.
2. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None declared
3. To receive and approve for signature the minutes of the meetings held on 6 September and 4 October 2021. The latest version of the minutes of the meeting held on 6 September was approved as a true record of the meeting. The Chairman expressed concerns as to whether the minutes of the meeting held on 4<sup>th</sup> October were the latest version and it was agreed to defer approval until the December meeting.
4. To note any matters arising from the minutes not included on the agenda for report only. None
5. Clerk's report circulated separately. Noted
6. To note the resignation of Tanya Wells as from 4 October 2021. Noted. A formal vacancy procedure has taken place to seek candidates to replace the vacancy created by Tanya Wells resignation.
7. Correspondence:
  - a. Fiona McKenzie, Email concerning removal of ivy from Church wall. Agreed to respond (ACTION) explaining that the Council had not intended the scope of the work outside the church to extend to the clearing of the overhanging ivy on the wall, and that this had happened as a result of a misunderstanding regarding the work specification. The Council did note that the Clerk had communicated with a Churchwarden regarding the works required outside the church.
  - b. ACRE, Northamptonshire Village Awards 2022. Volunteers required to co-ordinate this event. All Councillors (ACTION) agreed to consider options and report back before or at the next meeting. It was also agreed to advertise in Round & About and via Social media (ACTION)
  - c. Michelle MacDonald-North 60mph speed limit, Stoke Road. Agreed to respond to resident (ACTION) explaining that the Council is currently liaising with Highways regarding speeding in the village, including Stoke road. Cllr Reed also mentioned that he

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is liaising with the Police regarding speeding in the village, and that it is hoped that the speedwatch programme will be reintroduced in 2022.

- d. Northamptonshire ACRE Network Event – 10 November 2021 Invitation to attend. Noted. Councillors to consider attendance.
  - e. Northamptonshire Office of the Police, Fire & Crime Commissioner, Consultation on draft Police, Fire and Crime Plan priorities. Cllr Read explained that feedback is required from individuals, and suggested that the Council raise awareness via Social media (ACTION)
8. Public Session:
- a. District Councillor Reports. Report circulated in advance of the meeting. Councillor asked the Council to communicate the availability of Community Grants to Groups within the village, and it was agreed that this be communicated via Round & About and via Social Media (ACTION). Issues regarding non-compliance with the 3T weight limit on Stoke road, and complaints regarding the Gigaclear works were also mentioned.
  - b. Members of the public. Concerns were raised regarding the administration relating to Planning application WNS/2021/1446/FUL (Towcester road). In particular the failure to display a public notice, and notify neighbours regarding the application. This gave little or no time to act or discuss with the Council prior to discussion at its October meeting. In the absence of the Clerk, the Chairman agreed to write to WNC Planning requesting a deferral until 10<sup>th</sup> December (after the next PC meeting) and to bring this matter to the attention of Councillor Cooper (ACTION).  
NCC Fix my street advised that overgrown hedge at entrance to canal carpark was not its responsibility and Cllr Field agreed to contact owners to request that it be cut back (ACTION)  
Concerns expressed regarding the lack of communication from Gigaclear regarding works carried out in the village, and it was agreed that this would be raised with Cllr Cooper (ACTION)  
Light 27 on Stoke road reported damaged and needs to be reported to Lighting contractors (ACTION)
9. Gateway Funding Update. Cllr Bunker asked that Councillors continue to pass on details of any suggestions regarding the use of the Gateway Grant. Cllr Billing mentioned Allotment area improvements and agreed to provide more details/estimated costs (ACTION). Cllr Cooper has identified the Road safety trust as a potential source of additional Grant funding to support Traffic calming measures, and Cllr Read agreed to submit an application in Feb-22 when the scheme goes live (ACTION)
10. The National Lottery Community Funding bid outcome.
- a. Eastfield Park – approach to grant. Cllr Read reported that he had managed to source c.£7.5k National lottery funding to provide additional equipment in the Eastfield playground, and suggested asking 4 suppliers to provide recommendations regarding use of these funds (ACTION). Options will be discussed/agreed at Jan-22 meeting. Cllr Read also requested that quotes are obtained from handymen to install new bench in play area (ACTION)
11. Highways/traffic
- a. Village Walk About – Cllr Bunker reported that a Highways engineer had visited Blisworth in order to advise the Council regarding possible traffic calming measures on access routes into the village, and the High street. Structural change (chicane) was only considered feasible on Stoke road and Courtenhall road, although the latter would have

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to be located beyond the 30MPH speed limit. Estimated cost is £40k-£50k. Evidence of speeding issues in the vicinity would need to be provided. The Council is already in the process of sourcing a data collecting SID/VAS machine which could help provide the evidence required.

- b. Yellow lines (Pond bank entrance) – deferred
- c. VAS speeding signs. Chairman recommended that the Council proceed with the purchase & installation of a VAS pole as the price had not changed from what had been previously agreed (£828.30), and the Council resolved to proceed with the purchase (ACTION). The Chairman also advised the Council that 3 quotes had been obtained for the purchase of a new mobile SID/VAS and would be discussed at the December meeting.

Cllr Field reported that the battery for the SID machine on Towcester road needed to be replaced, and the Council agreed to a budget of up to £50 for this purpose (ACTION)

- 12. Memorial bench for Ajay Kataria: The Chairman recommended that the council approve a request by residents, using Parish Council permitted development rights, to place a replacement bench, paid by the residents and a residents donation fund, by the bus shelter outside the school. The Council resolved to support the recommendation (ACTION). Cllr Read asked that the residents liaise with him regarding the recovery of the old bench materials in order that he may explore potential reuse (ACTION)
- 13. Update on Blisworth Football Club request to relocate boundary fence. Cllrs Gardener and Billing advised the Council that the Football Club had decided not to pursue the relocation at this stage.
- 14. Cemetery Wall Condition Survey – The Council has been advised that the delayed survey is due to be carried out imminently. The report should be available in time for December meeting.
- 15. Parish Website and Social Media Presence progress report and recommendation – Cllr Read offered to instigate a Social Media site on behalf of the Council, and to manage the site in line with the proposed Social Media Policy. The Council resolved to approve Cllr Reads recommendation subject to approval of a Social Media Policy (see item 16)
- 16. Resolve to adopt a Social Media Policy – Council resolved to approve Policy circulated prior to the meeting.
- 17. Police & Neighbourhood Watch Scheme update from Cllr Read circulated prior to the meeting.  
Noted
- 18. Town & Parish Council WNC Forum – The Council agreed to Cllr Reads suggestion to put forward for the agenda the wider implications of the Strategic Plan, and in particular the impact on the local road network, and associated risks/costs for village residents and Councils (ACTION)
- 19. Finance & Administration;
  - a. Bank reconciliation 30 September 2021 – separate paper circulated prior to meeting – deferred to December meeting.
  - b. Budget Update – year to date (30 September 2021) spend against budget. Deferred to December meeting.
  - c. Banking Issues:
    - i. To approve the transfer of the second tranche of the precept payment for £20,740.00 from the Council's Business Reserve. The Council resolved to approve to the transfer (ACTION)
    - ii. Banking Mandate – The Council continues to receive mixed messages from Nat west bank regarding mandate holders. Chairman agreed to contact the bank regarding adding Cllr Gardner as a mandate holder, and Cllr Field agreed to

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check whether she had been successfully reinstated as a mandate holder (ACTION)

Following the resignation of the Clerk it was agreed that a letter should be sent to the bank as a matter of urgency, removing the Clerk from the account wef from 30<sup>th</sup> November, and that the correspondence address should be changed to that of the Vice Chairman pending the appointment of a new Clerk.

- d. To note receipts and approve the following payments and any others which arrive after publication of the agenda: Resolved to note the receipts and approve the cheques and direct debits listed for payment. The Council also resolved to approve a payment to N&P Garden services for £1374 (invoice arrived post issue of the Agenda)

RECEIPTS			
Date	Payee	Detail	Amount
27 Sept 2021	Freund	Rent allotment plots	£20.00
29 Sept 2021	WNC SNC	Precept	£20,740.00*
30 Sept 2021	NatWest Bank	Bank Interest	£0.09*
			*BR Account
PAYMENTS			
CH/DD	Payee	Purpose	Amount (VAT)
2874	G Greaves	Clerk's October Salary	£576.89
2875	HMRC	Clerk's October PAYE	£144.00
2876	Shire-Lumsden Ltd.	Round & About publishing	£125.00
2877	Blisworth Village Hall	Room and Wi-Fi hire June – August 2021 Invoice 31	£68.00
2878	S Garrett-Harvey	Rock Salt Invoice 2074	£182.59 (30.43)
2879	E-ON	Energy Supply July-Sept 2021	£253.82 (12.09)
2880	Paulette Kennedy	Bulbs and compost for village planters	£56.99
2881	G Greaves	Clerk's expenses – mileage claim	£18.00
DD	Waves	Water Charge	£88.00
DD	IONOS	Website Fee	£10.80 (£1.80)
	N&P Garden		£1374 (£

20. Internal Control – Cllr Bunker to report. Deferred

21. Update on the meeting with the auditor. Deferred

22. Planning & Development. Noted

Application	Location	Description
<b>Information Only</b>		
WNS/2021/1731/TCA	Smithy Cottage 32 High Street Blisworth NN7 3BJ	Holly Tree Fell

23. West Northamptonshire Strategic Plan Options - Public Consultation. Agreed to raise Public awareness via Social Media and Round & About (ACTION)

24. Village Maintenance & Open Spaces:

- a. Cemetery – consider condition of trees and agree action. Cllr Billing agreed to obtain details of options/quotes and report back to the Council (ACTION)
- b. Play area.
  - i. Monthly safety inspection report – Chairman reported that there were no new issues.

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- ii. Repairs to Eastfield Play Area – Repairs now expected to be carried out on 17<sup>th</sup> November.
- 25. Training requests. The Council resolved to approve the cost of Social media Training for Cllr Read.
- 26. Clerk's Resignation – The Chairman confirmed that he had received a letter of resignation effective from 30<sup>th</sup> November, and that the vacancy would be advertised by NCALC. It was also agreed that the vacancy should be advertised via Social Media and Round & About (ACTION).
- 27. To agree the date of next meeting 6 December Monday 2021. Noted
- 28. Close. The meeting closed at 10pm

**Signed:**

**Chairman**

**Dated**