

Address: 48 Pond Bank, Blisworth, Northamptonshire, NN7 3EL

Email: [blisworthparishcouncil@gmail.com](mailto:blisworthparishcouncil@gmail.com)

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

Minutes of the **Ordinary** meeting of **Blisworth Parish Council** held in Blisworth Village Hall on **Monday, 7th November 2022 at 7.30 pm**

Present: Cllr Billing, Chair  
 Cllr C Read MBE, Vice-Chair  
 Cllr D Wilson  
 Cllr M Field  
 Cllr J Hawkins  
 Cllr W Root  
 Cllr B Brown

Also present: 4 Members of the public  
 Clerk: Angela Billing

		Action
1.	To receive apologies. Apologies received from Cllr Gardner and District Councillor Cooper. 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. Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate. None received.	
3.	To receive and approve for signature, the minutes of the Ordinary meeting held on 1st August 2022. It was noted that a new cheque (Cheque No: 003173 issued for B J Osborne as payment for Invoice No: 7118 - Payroll Services from July 2022 – Sept 2022) was submitted to replace cheque No: 003095 (recorded on 5th September 2022 Minutes – Point: 14). Payee cheque payment details updated. Approved.	
4.	To note any matters arising from the minutes not included on the agenda for report only. None noted.	
5.	Clerk's report circulated separately. Noted	
6.	Correspondence from social media: Update from Cllr Read. One resident contacted Blisworth Parish Council through social media. A resident alerted us to concerns around the condition of the footpaths in the centre of the village and lack of ramps. Cllr Read passed the information to the Clerk who has raised the issue with Highways. Over the last 28 days there has been 632 direct engagements (clicks) on the social media pages and 5 new followers, bringing the total number of followers to 215. There has been a post reach of 1657 people (people who have the message on their feeds). The top performing post in the period was the posting of Gigaclear's works on 14 October which had an engagement of 6 people and a reach of 494 people.	
7.	Police & Neighbourhood Watch Scheme: Update from Cllr Read. Crime data for August, 4 crimes were reported in the Blisworth Parish (2 Anti-Social Behaviour, 1 Violence and Sexual Offence, 1 Public Order). These were reported from two residential properties in the village. Cllr Read noted that there has been a small increase in burglary and theft which will need to be monitored. There may be a likely increase in crime given the economic situation. There are still 62 residents registered with the	

	Neighbourhood alert system. No crimes alerted in Blisworth area through the system this month.	
8.	<p>Report on data from SID/VAS devices: Update from Cllr Read.</p> <p>Report from the VAS machine sighted outside the church in the lower section of the High Street. In the period between 16 October and 5 November there were 96512 vehicle movements (4595 per day) with an average speed of 27.3mph and 85% of vehicles travelling below 31mph. The top speed recorded was 56mph.</p> <p>In the period between 3 October and 16 October the batteries on the VAs were flat and had to be recharged. In the period between 3 September and 3 October there were 147247 vehicle movements (4749 per day) with an average speed of 26.9mph and 85% of vehicles travelling below 31mph. The top speed recorded was 56mph. It seems through the centre of the village we do not have a problem with speeding that can be evidenced. It was proposed that the VAS machine is best placed on the access roads to the village. We have been successful in achieving a grant for a further VAS machine which will be placed in Courteenhall Road where we know there is an issue with speeding. This will supplement the VAS in Towcester Road which will be retained on this road where we can clearly evidence an issue with speeding. Cllr Read proposed moving the mobile VAS into the lower section of Stoke Road temporarily to see if there is a speeding issue in this section of the village. Agreed</p> <p>Resolved to purchase new traffic monitoring device using Road Safety Community grant. Agreed</p>	<p>Cllr Read</p> <p>Clerk</p>
9.	<p>Gateway Update. Update from Cllr Wilson. Nothing to report this quarter. Cllr Wilson will ask for an update at the next quarterly meeting, RE: Ensuring traffic from site cannot turn right onto A508, or use the roundabout to then access A508, who will police/monitor going forward and cost of fines. Clerk to also send an email to SEGRO to ask for an update.</p> <p>Clerk to contact Highways to seek constructive engagement in order to obtain advice regarding traffic calming options.</p>	<p>Cllr Wilson</p> <p>Clerk</p>
10.	<p>Discuss the draft grass contract and agree on next steps. It was noted that the Canal and River Trust will no longer cut/maintain all grass/vegetation areas but cut/maintain only paths to allow access as this not only decreases their costs but is also environmentally beneficial. Agreed not to amend areas of maintenance for the contract at this time but the Council acknowledge that depending on the costs from the tender prices received, this may require reviewing and it may be necessary to cut back on some areas to keep costs down. Clerk to finalise draft contract for submission to tender.</p>	Clerk
11.	<p>Discuss proposal for S137 grant for Blisworth Litter Group and agree next steps. It was agreed to follow advice from NCALC:</p> <ul style="list-style-type: none"> <li>• Litter Group should be asked to send in a grant application for the balance of £353.33 and it should be awarded under Section 137.</li> <li>• The £106.67 already paid to the Litter Group should also be identified as Section 137 expenditure, but as direct expenditure as opposed to a grant.</li> </ul>	Clerk
12.	<p>To review Blisworth Parish Council Training &amp; Development Policy and agree next steps. It was resolved to agree the Blisworth Parish Council Training &amp; Development Policy.</p>	Clerk
13.	<p>To determine arrangements for the Remembrance Service and consideration of a donation for a wreath. Purchase of poppy wreath from Royal British Legion approved. Cllr Hawkins to lay wreath on Council's behalf.</p>	Cllr Read

		Clr Hawkins
14.	Discuss 'happy to chat' bench to promote friendship and tackle loneliness. Agreed in principle. Cllr Brown to obtain quotes for a plaque and bring proposal outlining costs to December meeting.	Clr Brown
15.	Discuss option to have a councillors-photo board. Agreed that Cllr Brown will orchestrate taking photos and that councillors had an option to opt out.	Clr Brown
16.	Review draft response for Rural England Prosperity Fund Survey. Draft response submitted by Cllr Read and amendments from Cllr Root and Cllr Brown submitted ahead of the meeting. Noted. Cllr Read to review draft and include comments from Cllr Root and Cllr Brown for submission.	Clr Read
17.	<p>Village Maintenance &amp; Open Spaces:</p> <p>a) Play area: Monthly safety inspection report: Update from Cllr Wilson. All units visually inspected and nothing further to report this month. Grass is visible inside the car, although Wicksteed made the point in a response to our clerk that the grass at the edge of the car would be trampled when the car is more frequently used and therefore not show through the car. The steering wheel has some movement in it when pulled upwards. It can be moved/pulled out by approx. 4mm. Discuss play-car and agree next steps. Wicksteed have not yet responded to the Council's complaint about the car's installation despite having been referred to their Customer Services Department. It was resolved that Clerk is to contact Wicksteed with a time-limit to resolve the issue of the inadequate installation of the car.</p> <p>b. Defibrillator: Confirmation of satisfactory checks and any issues. Update from Cllr Read. Monthly check was undertaken and no issues were identified. Quarterly check: Cllr Read updated the Circuit application to show that the unit is operational. Cllr Read noted that a defibrillator has been installed externally at the Football Club on the playing fields side of the building. Cllr Billing will speak to Football Club to check who is maintaining this unit.</p> <p>c) Allotments &amp; Closed Cemetery. Discuss quote(s) for the treatment of weeds at Closed Cemetery. Only one quote has been received. Deferred.</p>	<p>Clerk</p> <p>Clr Billing</p>
18.	<p>Internal Control:</p> <p>a) Internal Control Checklist: Review checks completed by Cllr Billing for Quarter 1 2022. Noted.</p> <p>b) Financial &amp; Management Risk Assessment: Update from Clerk. Financial &amp; Management Risk Assessment sent ahead of meeting. Clerk read through proposed updates. Clerk to investigate interest rates and access for second bank account. Clerk to identify options for GDPR Training. Cllr Hawkins and Cllr Field to take on checking of street furniture on Asset Register, e.g., notice boards, planters, benches. Cllr Read to send a list showing locations of street furniture. External Auditor Report and Certificate 2021/22 posted on website. No action required.</p>	<p>Clr Field &amp; Clr Hawkins</p> <p>Clr read</p> <p>Clerk</p>

Clerk to check RE: Blisworth Parish Council's responsibility regarding trees in the village; particularly trees in the Closed Cemetery.  
Updates Approved.

- i) Resolve to approve BPC - Record of gifts/hospitality received by Councillors or the Clerk file in accordance with Financial & Management Risk Assessment policy. Resolved to approve with the inclusion of the following amendment: Any gift which you have received by virtue of your office, over an estimated value of £10.00 should be recorded. All gifts above the £10 threshold should be recorded. Clerk to amend.
- ii) To receive declarations of gifts/hospitality and review record of gifts/hospitality received by Councillors or the Clerk to date. None received to date.

19. Finance & Administration  
Banking Issues:

- a. Budget 2023-2024: Review and discuss Draft Budget for 2023-2024. Draft Budget distributed ahead of meeting. Deferred to December meeting. Clerk to check:
  - i) Any Increase to Tax, NI payments and pension staffing costs.
  - ii) Error message on website and option for Monitor and Repair fee (£2.50 plus VAT) from IONOS website host.
  - iii) Contact SSE to check 5-year fixed contract details.

b. Bank reconciliation to 01.11.2022.

**CLOSING BANK POSITION AS AT 20/10/2022**

<b>Nat west</b>	<b>CURRENT ACCOUNT 08684642</b>	<b>20/10/2022</b>	<b>£51,206.50</b>
<b>NatWest</b>	<b>RESERVE ACCOUNT 40578429</b>	<b>20/10/2022</b>	<b>£37,552.17</b>

**Uncashed cheques/Payments:**

3076 R Kennedy	£19.37
3093 A North R&A Issue 146	£62.00
3167 A North R&A Issue 147	£62.00
3168 Shire Lumsden Inv 00022190	£140.00
3169 Flower Craft Nursery	£63.00
3170 June Hawkins Reimburse for flowers for QEII	£30.00
3171 A Billing October Salary	£733.50
3172 NP Garden Service w/c 03/10/2022 & w/c 24/10/2022	£1,482.00
3173 BJ Osborne Replacement cheque for Inv 7118	£67.50
3175 Clerk's Expenses October 2022	£35.75
Unprocessed DD IONOS	£5.65
Unprocessed DD IONOS	£6.00
Unprocessed DD IONOS	£6.00
Unprocessed DD SSE	109.48
Unprocessed DD Waves Water Supply	£88.00

<b>Total Uncashed payments</b>	£2,910.25
Closing Balance As At 01/11/2022	<b>£85,848.42</b>
<p>Less ring-fenced Lottery grant for Eastfield Play Area equipment £7,530.00 and grant for new traffic monitoring machine of £3,689.00; balance will equal: £74,629.42.</p> <p>Please note payments for Website fee have not been deducted from current account. Clerk has contacted NatWest and they have confirmed the direct debit with IONOS is still active. Informed IONOS that as of last bank statement 20/10/2022 monthly fee still not taken out of account. IONOS said that they would resolve this issue.</p> <p>To note receipts and approve the following payments and any others that arrive after publication of the agenda:</p>	

RECEIPTS			
Date	Payee	Detail	Amount
30.09.2022	NatWest	Interest	£6.79*
			*BR Account
23/09/2022	Northamptonshire Police and Crime Commissioner	Police Road Safety Community Grant	£3,689.00**
29/09/2022	WNC	Precept instalment Ref:030923030353311617000N	£ 21,700.00**
			**Current Account

PAYMENTS						
Invoice	PAYEE	PURPOSE	CHQ/DD	Total Amount Including VAT	VAT	Amount Excluding VAT
September 2022	SSE	Electricity Supply 02.09.2022 - 03.10.2022	DD	£109.48	£5.21	£104.27
00022190	Shire Lumsden Ltd	R+A Leaflets	3168	£140.00	£0.00	£140.00
10.10.2022	FlowerCraft Nursery	Winter Plants & compost for village planters	3169	£63.00	£0.00	£63.00
16.09.2022 Waitrose	June Hawkins	Flowers for Queen Elizabeth II on behalf of BPC.	3170	£30.00	£0.00	£30.00
	A Billing - Salary	Clerk's Salary October 2022	3171	£733.50	£0.00	£733.50

4239 & 4246	N&P Garden Services	Grass cutting village verges and Play Area w/c 03/10/2022 £744.00 Plus Cheque Payment fee & w/c 24/10/2022 £738.00	3174	£1,482.00	£247.00	£1,235.00
	A Billing - Expenses	Clerk's Expenses October 2022 (28.09.2022 - 31.10.2022)	3175	£35.75	£0.00	£35.75
	IONOS	Website Fee	DD	£6.00	£1.00	£5.00
	Waves	Water Supply	DD	£88.00	£0.00	£88.00
<b>Totals</b>				<b>£2,687.73</b>	<b>£253.21</b>	<b>£2,434.52</b>

20.	<p><b>Public Session:</b></p> <p>a. <b>District Councillor Report. Not received.</b></p> <p>b. <b>Members of the public.</b></p> <p>i) A member of the public highlighted that the Nursery Play Group had provided 3 months' rent for storage but they had not responded to queries regarding the Wi-Fi contract or their long-term plans. The member of the public also noted that the village sign needs cleaning and that as part of the Parish Plan, councillors did have their photos displayed in the past.</p> <p>ii) Two members of public addressed the Council to speak about planning proposal WNS/2022/2015/PIP - Application for permission in principle for development of land for five Self and Custom Build Dwellings. They stated that self-build dwellings provide more sustainable, better designed, more affordable housing for local people. They confirmed that these dwellings will not be subject to CIL payments. This initial planning application is to agree permission in principle and if it is agreed, it will be followed by a planning application which will include technical detail. The area may be sold per plot or may be sold to one small/medium sized developer who will then develop individual plots but all dwellings will be custom built.</p>	
21.	<p><b>Response to issues raised in the public session.</b></p> <p>i) It was confirmed that Blisworth Parish Council still has access to Wi-Fi when conducting meetings at the Village Hall and is still paying submitted invoices for the use of Wi-Fi at the Village Hall. Cllr Field will contact sign writer to ask for advice on cleaning the village sign.</p> <p>ii) See note on Planning Application WNS/2022/2015/PIP below.</p>	Cllr Field

22.	<b>Planning and Development.</b>		
	<b>Application &amp; Date Comments Due</b>	<b>Location</b>	<b>Description</b>
	WNS/2022/1853/FU L Comments by 18 October 2022	48 Connegar Leys	Single storey side extension and internal alterations

Extension Requested Comments by 12/11/2022	Blisworth NN7 3DF	<b>No objection</b>
WNS/2022/1890/TC A	Blisworth House Church Lane, Blisworth, Northants, NN7 3BX	<b>FOR INFORMATION ONLY</b> Works to trees in a Conservation Area 1) re-pollard old Chestnut tree. (2) reduce Holly tree (3) Fell a self-set Sycamore. (4) Prune height of a Magnolia (Grande Flora).
WNS/2022/1893/FU L  Extension Requested Comments by 14/11/2022	17 Pond Bank Blisworth NN7 3EL	Proposed partial garage conversion  <b>No objection</b>
WNS/2021/1819/EIA Extension Requested Comments by 15/11/2022	Land North of The Bell Plantation Watling Street Towcester	Hybrid planning application: Part A: Full planning permission for a new roundabout access from the A5; internal spine road, creation of development plots with associated earthworks and plateauing; delivery of plateaus and access for Towcester Town Football Club (TTFC); site-wide structural landscaping and infrastructure; and a single warehouse (Use Class B8) and ancillary office, with associated access, hardstanding, landscaping, parking and supporting infrastructure. Part B: Outline planning permission with all matters reserved for the development of TTFC and employment floorspace falling within Use Classes B2 and B8, with ancillary office space on the development plots; as established through Part A of this application. Amendment Details • Submission of further information and evidence in relation to Environmental Statement: highways and, landscape and visual impact. • Reduction of maximum height of development from 24.5m to 21.5m • Phase 1 Construction and Environmental Management Plan (CEMP) • Revised Local Labour Appraisal & Strategy  <b>It was agreed to object to this proposal due to the increase in traffic through Blisworth village. Cllr Read and Cllr Brown to review previous response and, if appropriate, submit further objection.</b>



WNS/2022/1943/DC OR	Location NGRFI Land west of M1- J15	<b>FOR INFORMATION ONLY</b> Requirement 23 (1) Noise during the operational phase - Works No. 2. (rail terminal) Component 3 (1) (b) – rail terminal and related infrastructure [Approval of details pursuant to Schedule 2 Requirement of The Northampton Gateway Rail Freight Interchange Order 2019.
WNS/2022/1989/FU L Extension Requested Comments by 14/11/2022 Confirmed Yes/NO	The Bays 11 Gayton Road Blisworth NN7 3BN	First floor side extension.  <b>No objection.</b>
WNS/2022/1993/TC A	31 Stoke Road Blisworth NN7 3BZ	<b>FOR INFORMATION ONLY</b> T1 Silver Birch - Dismantled and felled
WNS/2022/2030/FU L  Comments by 14 /11/ 2022	4 Towcester Road Blisworth NN7 3BL	Two storey side extension, single storey front extension (Bay window), infill extension to side & changes to fenestration.  <b>No comment.</b>
WNS/2022/2015/PIP  Extension applied for and agreed. Comments by 17/11/2022	Land West of Prospect Court Courteenhall Road, Blisworth	Application for permission in principle for development of land for five Self and Custom Build Dwellings  <b>No objection.</b>

23.	Training – Discuss option for Finance for Councillors course £30.00 (plus VAT). Approved. Clerk to book training. Noted that training for Cllr Root for Budgeting for Clerks and Finance Staff has been cancelled.	Clerk
24.	Council Surgery – Resolve to agree on a representative(s) from the Council for <b>Tuesday, 8th November 2022</b> . Cllr Hawkins to attend from 10:00 - 10:30 and Clerk to attend to 12:00.	Cllr Hawkins & Clerk
25.	Councillors' reports and items for future agenda. a) 'Happy to Chat' bench b) Ways of Working for the Council c) Footpaths along Stoke Road leading to Tunnel Car Park. d) Gigaclear Community Hub e) Finance committee. f) Review reserves and future 2-3 year long term projects.	All Cllrs



26.	To agree the date of next meeting: Monday, 5th December 2022 at 7.30pm. Agreed.	
27.	Close. The meeting was closed at 9.18 pm.	