

BLISWORTH PARISH COUNCIL

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Minutes of the **Ordinary** meeting of **Blisworth Parish Council** held in Blisworth Village Hall on **Monday 4th March 2024 at 7.30 pm.**

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

Also present: Clerk: Angela Billing
25 Members of public

		Action
1.	To receive apologies. Apologies received from 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. Cllr Billing declared an interest in item 23 (d). Cllr Root declared an interest in item 7 and item 8 (Planning Application WK/202401104). Cllr Brown declared an interest in item 22.	
3.	To receive and approve for signature, the minutes of the Ordinary meeting held on 05/02/2024. Errors noted on the 05/02/2024 minutes: Minute Item 8 Planning and Development, Planning Application Ref: WNS/2021/1819/EIA 'Comment sent from Cllr Read: This development clearly, along with Northampton Gateway/SEGRO development, puts further pressure on local traffic routes and rural roads that act as diversionary routes where trunk roads are congested or unavailable due to improvement works or accidents.' This statement was not stated in the meeting. Therefore, it should not have been included in the minutes. It was included in the draft minutes in error and should be removed. Minute Item 22; 'under Section 30 Power to contribute financially to traffic calming schemes' This statement was not stated in the meeting. Therefore, it should not have been included in the minutes. It was included in the draft minutes in error and should be removed.	

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4.	To note any matters arising from the minutes not included on the agenda for report only. None noted.	
5.	<p>Clerk's report circulated separately. Noted.</p> <p>Correspondence in addition to the Clerk's report:</p> <p>Notification of increase of cost of emptying dog waste bins from 1st April 2024: £3.50 plus VAT (increased from £3.20 per bin plus VAT).</p> <p>Changes to the electoral register.</p> <p>Update from Wellers Hedleys RE: Blisworth Football Club lease.</p>	
6.	<p>Public Session:</p> <p>a. District Councillor Report. Noted.</p> <p>b. Members of the public.</p> <p>(i) A member of the public discussed Application WK/202401104 and pointed out that the hours for Ning's Kitchen had been reduced to Friday and Saturday evenings which equates to only 8 hours per week. The member of the public noted that the last noise disturbance was in July 2023 and that Ning's Kitchen had traded in August 2023 and September 2023 with no further reporting of complaints. The member of public assured the Council that in future they will ensure that the music (ambient background music from one speaker device only) will stop at 9:00 pm and that there will be supervision at the close of trading. Reference was made, by the member of public, to the debate regarding Ning's Kitchen on public social media in 2023. Another member of the public stated that Ning's Kitchen provides a valuable asset to the village particularly as there are no other take away/food facilities of this type in the village.</p> <p>(ii) A member of public raised the issue of the continuing deterioration of the bridleway between Courteenhall Road and Buttmead and its importance as a safe route (away from the traffic) for children accessing the local primary school.</p> <p>(iii) A member of the public reported that they had raised an issue on Fix My Street about a pot-hole but that West Northants Council (WNC) operatives had marked another pot-hole to be fixed. The resident will re-submit the correct pot-hole again on Fix My Street.</p> <p>(iv) Members of the public raised the issue of portholes in the village including the poor state of the Gayton Road.</p> <p>(v) A resident asked if there was anything that could be done about the waste left by horses through the village.</p>	
7.	<p>Response to issues raised in the public session.</p> <p>a. District Councillor Report. Noted.</p> <p>b. Members of the public.</p> <p>(i) The Chair referred to the Minutes of the July 2023 meeting, Item 18 and emphasised that no objection to Ning's Kitchen, or complaint, had ever been made by Blisworth Parish Council. The Vice-Chair emphasised that the Council could not condone the singling out of individuals on public social media. The Vice-Chair emphasised that, ultimately, the decision to approve the application lay with WNC.</p>	

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- (ii) Cllr Brown confirmed that the bridleway had been added to Fix My Street and asked the members of the public to also add their own photos and concerns to Fix My Street.
- (iii) and (iv) Cllr Brown referred to the recent re-surveying of the footways and roads in Blisworth undertaken by Blisworth Parish Council. The record of potholes has been passed to WNC and Blisworth Parish Council is continuing to work with WNC to affect change and the necessary remedial work. Cllr Brown again urged the members of the public to send their own photos and submit updated evidence of the potholes in the village via Fix My Street.
- (v) Though there is legislation with regard to dog waste, this is not the case with horse waste, as horse dung from a healthy horse presents no risk to human health.

8. Planning and Development.

Application & Date Comments Due	Location	Description
2024/0433/MAF Comments by: 26/02/2024 Extension confirmed for 11/03/2024.	Gayton Marina Facilities Building, 2024/0433/M AF Chandlery, Blisworth Arm, Blisworth, NN7 3ER	Proposed relocation of secondary vehicle access to existing marina No objection
WK/202401104 Comments by: 11/03/2024	Mill Wharf, Gayton Rd, Blisworth, Northampton NN7 3BN	Ning's Kitchen Street Trading Application To reinstate street trading licence at Mill Wharf, Blisworth. The application is to trade on a Friday and Saturday between 17:00 and 21:00 from a horse box/trailer. Given the assurances that Ning's Kitchen would monitor the noise levels and the further assurances that the 'venue' would be monitored at closing time, Blisworth Parish Council had no objections to the application. No objection

9. Correspondence from social media: Update from Cllr Read.
The total number of followers on Social Media has remained 294 people, an increase of six since last month (67.7% of our followers are listed as women and 126 are listed as resident in Blisworth, the remainder listed in Northampton/Road/Towcester/Hartwell). The highest age demographic is the 35-54 year old age group. We have had a post reach of 1902 people (people who have our messages on their social media feeds) and a direct engagement (clicks) of 644 people.

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	The top performing post in the period was our post concerning the proposed road closure at J15a. This led to 1,218 people reached (on feeds) and 102 direct engagements (clicks to look at content), no comments, 3 reactions, 5 comments and 2 shares. All posts are now shared automatically to Blisworth Notice Board and Blisworth Community Page. Since the last meeting we have posted information on the WNC employment support sessions, contact details for police community teams and highways updates. The Round and About Blisworth Parish Council newsletter and also the agenda for March 2024 meeting has been shared.	
10.	Police & Neighbourhood Watch Scheme: Update from Cllr Read. Crime data has not been released for January 2024 as yet. A neighbourhood watch sign was provided to the village hall and the old sign has been removed as it was faded. The Neighbourhood alert / Neighbourhood watch system "Northamptonshire Talking" has 83 members registered with 3 members pending. This is an increase of 2 since last month. Despite advertising in Round and About Blisworth Parish Council newsletter, we have not seen an increase in this engagement, regular updates about local crime and matters of priority within South Northants are issued through this portal https://northamptonshiretalking.co.uk/ . These alerts are also published on the Parish social media. Using this system complies with GDPR. No alerts have been issued relevant the village in the period. There is a reminder being issued to residents around the system in the next Round and About. The next Police beat bus visit is due 27 March, Royal Oak carpark Blisworth, (3pm to 4pm).	
11.	a) Report on data from SID/VAS devices: Update from Cllr Read. Cllr Chandler to explore further analysis of the data. b) Discuss option for one more additional solar panel for VAS/SID device and agree next steps. RESOLVED to agree purchase of one solar panel for VAS/SID device. TWG to review options to reposition the VAS/SID devices at new locations in the village.	Cllr Candler Clerk TWG
12.	Gateway Update. Update from Cllr Wilson. No updates for this month.	
13.	Discuss options for checking all Blisworth Parish Council land and properties to ensure compliance with Duty to conserve and enhance biodiversity and agree next steps. RESOLVED to advertise the Blisworth Parish Council's work on enhancing biodiversity in the Blisworth Parish Council bi-monthly newsletter, Round and About and to log status of current projects and bring to April meeting.	Cllr Billing Clerk
14.	Discuss Gigaclear funding of £200.00 and agree next steps. RESOLVED to instruct Gigaclear to forward funding to set up a Youth Parish Council direct to the Blisworth Baptist Church as per advice received from NCALC. The Blisworth Baptist Church will ring-fence the funds to ensure that the funding of £200.00 is only used towards the costs of setting up and running a Youth Parish Council in partnership with Blisworth Parish Council.	Clerk
15.	Traffic Working Group: Discuss report and agree next steps and recommendations: Noted. Cllr Brown reported on the meetings with WNC representatives and other stakeholders. RESOLVED that the Traffic Working Group will continue to pursue updates with WNC and other stakeholders and that the Traffic Working Group will provide regular updates in future additions of the Blisworth Parish Council bi-monthly newsletter, Round and About.	TWG Cllr Brown

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	<p>a) Approve locating temporary 20mph Advisory Signs initially in High Street (near the bridge), Stoke Road between Church Lane and High Street and Northampton Road. Agreed.</p> <p>b) Approve a revised 20mph speed limit application and forward to Simon Mills for consideration by the Speed Limit on 12/03/2024. Agreed.</p> <p>c) Approve an application for a 40mph speed limit on Towcester Road and forward to Simon Mills for consideration by the Speed Limit panel on 12/03/2024. Agreed.</p> <p>d) Approve that up to £25k of the Segro grant be 'earmarked' to support the installation of a chicane on Stoke Road. Agreed. Finance Working Group (FWG) to meet to review reserves for April Meeting.</p>	<p>Cllr Brown</p> <p>Cllr Brown</p> <p>FWG</p>
16.	<p>Discuss West Northamptonshire Local Plan - Parish Engagement and agree next steps. RESOLVED: Cllr Read to submit a strong response highlighting the concerns for Blisworth residents and the impact of further poorly-planned development on the local area and environment. Clerk to approach the doctor's surgery to check capacity.</p>	<p>Cllr Read</p> <p>Clerk</p>
17.	<p>Discuss options for repair of the bridleway between Courteenhall Road and Buttmead and agree next steps. Blisworth Parish Council has already brought the condition of the bridleway to the attention on WNC via Fix My Street. RESOLVED to pursue this as part of the on-going discussions with WNC Highways department regarding the condition of the footways, roads and dropped kerbs.</p>	<p>TWG</p>
18.	<p>Village Maintenance & Open Spaces:</p> <p>a. Play area: Monthly safety inspection report: Update from Cllr Wilson. Cllr Wilson completed a visual check. Nothing material to report except some movement (1cm up and down) on the front corner of the small car. Cllr Chandler agreed to review the bolt on the car.</p> <p>b. Defibrillator: Confirmation of satisfactory checks and any issues. Update from Cllr Read. Monthly check was undertaken. Nothing to report. The quarterly check has been registered on the emergency response system (The Circuit).</p> <p>c. Allotments & Closed Cemetery. Update from Cllr Billing. The Community Payback Services (CPS) recommended deferring order of skip hire until they have completed all clearance. One new allotment tenant started and another tenant to take on two of the newly-cleared allotments. The CPS team are happy to take over the cutting of the grass at the Closed Cemetery if our usual service provider is not able to continue with the grass cutting through 2024-2025. Received a donation of more wild flower seeds for both the Closed Cemetery and Chapel Lane and a promise of a hydrangea for the Closed Cemetery.</p>	<p>Cllr Chandler</p>
19.	<p>Internal Control:</p> <p>a) Financial & Management Risk Assessment: To receive declarations of gifts/hospitality and review record of gifts/hospitality received by Councillors or the Clerk to date. None received.</p>	
20.	<p>Discuss membership options for National Allotment Association and agree next steps. RESOLVED to sign up for National Allotment Association membership as a local authority (£55 + VAT per year).</p>	<p>Clerk</p>
21.	<p>Review proposed amendments to the allotment tenancy agreement for 2024/2025 and agree next steps. RESOLVED to agree the proposed amendments to the tenancy agreement and to include an explanation regarding insurance cover.</p>	<p>Clerk</p>

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22.	<p>Discuss initial draft of the lease for Blisworth Football Club and agree next steps. RESOLVED that the Finance Working Group will review the draft lease and submit recommendations at the next Parish Council meeting in April.</p> <p>RESOLVED that the Clerk to request that the Blisworth Football Club prepare the plan to outline the extent of the proposed leased area, and submit to Land Registry, as per advice received from Wellers Hedleys Law firm.</p>	<p>FWG</p> <p>Clerk</p>								
23.	<p>Finance & Administration</p> <p>Banking Issues:</p> <p style="padding-left: 20px;">a. Bank reconciliation. Bank reconciliation checked and agreed by Cllr Field. 04/03/2024.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Closing NatWest Balance</td> <td style="text-align: right; padding: 2px;">£1,811.97</td> </tr> <tr> <td style="padding: 2px;">Closing Skipton Balance</td> <td style="text-align: right; padding: 2px;">£74,446.73</td> </tr> <tr> <td style="padding: 2px;">Closing Unity Trust Balance</td> <td style="text-align: right; padding: 2px;">£8,756.12</td> </tr> <tr> <td style="padding: 2px;">Closing Total Accounts</td> <td style="text-align: right; padding: 2px;">£85,014.82</td> </tr> </table> <p>Noted: In addition to the incorrect transfers between accounts (see Appendix II), all the direct debits on the NatWest Current account were incorrectly closed. NatWest bank only re-instated some of the direct debits correctly.</p> <p>Notification from Unity Trust that all the direct debits have now been set up correctly. NatWest have finally confirmed that the direct debit for CPRE for £36.00 raised (10/07/2023 Meeting) has been cancelled by NatWest.</p> <p>Noted: receipt of £250.00 compensation in the NatWest Current account plus a further £100.00 in compensation for their errors on the accounts and the following refund of NatWest bank charges:</p> <ul style="list-style-type: none"> • Bank charges of £23.00 Refunded to NatWest Current account. • Bank charges of £7.70 Refunded to NatWest Current account. • Bank charges of £7.70 Refunded to NatWest Current account. <p style="padding-left: 20px;">b. Discuss NatWest current account: closure of NatWest current account and transfer of outstanding balance to Unity Trust account. RESOLVED to transfer the outstanding balance to Unity Trust account and close the NatWest current account.</p> <p style="padding-left: 20px;">c. Review remaining available funds in Unity Trust current account and discuss option to move funds from Skipton savings account to Unity Trust current account to cover expenditure. RESOLVED to transfer £2000.00 from the Skipton savings account to the Unity Trust account.</p> <p style="padding-left: 20px;">d. To note receipts and approve the following payments and any others that arrive after publication of the agenda. RESOLVED: To note receipts and agree the payments listed in Appendix I.</p>	Closing NatWest Balance	£1,811.97	Closing Skipton Balance	£74,446.73	Closing Unity Trust Balance	£8,756.12	Closing Total Accounts	£85,014.82	<p>Clerk</p> <p>Clerk</p>
Closing NatWest Balance	£1,811.97									
Closing Skipton Balance	£74,446.73									
Closing Unity Trust Balance	£8,756.12									
Closing Total Accounts	£85,014.82									
24.	<p>Councillors' reports and items for future agenda.</p> <p>Cllr Read to complete internal control for period ending March 2024.</p> <p>Cllr Chandler to provide an update from Zeta Lighting at the April meeting.</p> <p>Cllr Ingram to forward Blisworth Parish Welcome letter for Welcome Pack.</p>	<p>Cllr Read</p> <p>Cllr Chandler</p> <p>Cllr Ingram</p>								

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25.	Council Surgery – Resolve to agree on a representative(s) from the Council for the next Council Surgery. RESOLVED: Cllr Hawkins to attend.	Cllr Hawkins
26.	To agree the date of next meeting Monday, 8th April 2024 at 7.30pm. Agreed.	
27.	Close. The meeting closed at 9.34 pm.	

Signed: Chairman..... Date:

Please see the clerk for a copy of the signed minutes

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Appendix I BLISWORTH PARISH COUNCIL PAYMENT LIST & RECEIPTS MARCH 2024 MEETING

Receipts				
DATE	PAYEE	DETAILS	ACCOUNT	AMOUNT
23/01/2024	NatWest	Compensation	Current Acct*	£273.00
12/02/2024	Plot Ref 23	Allotment Fee 2024-2025	Current Acct*	£10.00
08/02/2024	Blisworth Scouts	Blisworth Scout's share of water use	Unity Trust	£260.44
19/02/2024	NatWest	Refund of Bank Fees	Current Acct*	£15.40
20/02/2024	NatWest	Compensation	Current Acct*	£100.00
21/02/2024	Blisworth Football Club	Blisworth Football Club's share of water bill	Unity Trust	£520.87
04/03/2024	Plot Ref 1	Allotment fee March 2023-2024	Unity Trust	£1.00

* NatWest Current Account

£1,180.71

PAYMENTS							
Ref:	Invoice	PAYEE	PURPOSE	CHQ/DD	Total Amount Including VAT	VAT	Amount Excluding VAT
127	4252	Marcus Young Environmental Services Ltd	8 DWBs @3.20 each x 52 weeks, 1 Litter bin @£3.20 x 52, 5 DWBs on Canal Tow Path x 31	UTBT127	2,392.32	398.72	1,993.60
128	46	BVH&PFA	Hire of hall x 12 @£13.00	UTBT128	156.00	0.00	156.00
129	2030 4043 1233	IONOS	Website Fee - 08/02/2024-08/03/2024	DD UT	6.00	1.00	5.00
130	IV00293916	SSE	Electricity Supply 01.12.2023 - 31.12.2023	DD UT	107.68	6.09	101.59
131		Friends of Blisworth Primary School	School Crossing Patrol Officer	UTBT131	1,210.00	0.00	1,210.00
132	2023-2024	A Newbery	Grass Cutting Closed Cemetery 2023-2024	UTBT132	100.00	0.00	100.00
133	Proforma 13457	Locks Direct	Squire Combination Locks x 2	UTBT133	128.34	21.39	106.95
134		All Top Books	Local Council Administration	UTBT134	145.00	0.00	145.00
135		NatWest	Bank charges Close Account Fee	DD	7.70	0.00	7.70
136	Month 11 2023-2024	A Billing - Salary	Clerk's Salary February 2023	UTBT136	976.19	0.00	976.19

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137	Pension Month 11 2023-2024	Nest Pensions	Nest Pension Employer costs 01/02/2024 - 29/02/2024	DD UT	38.42	0.00	38.42
138	120PF003233662411	HMRC - Nat. Ins.	HMRC Nat. Ins. Employer + Employee Contributions February 2024 Salary	300003	33.42	0.00	33.42
139		A Billing - Expenses	Clerk's Expenses (01.02.2024 - 29.02.2024)	UTBT139	37.25	0.00	37.25
140		Reimburse A Billing for Petrol for CPS.	Reimburse A Billing 5.48L Petrol for CPS Strimmers	UTBT140	8.21	0.00	8.21
Totals					£5,346.53	£427.20	£4,919.33

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Appendix II Bank Transfers

Date Detail	Description	Amount Paid in	Amount Withdrawn	Account
12/12/2023	Transfer from Reserve Acct to Current Acct	£10,205.00		NW CA
12/12/2023	Transfer from Current Acct to Reserve Acct	£8,144.00		NW BR
12/12/2023	Transfer to Current Acct from Reserve Acct		£10,205.00	NW BR
12/12/2023	Transfer to Reserve Account from Current Acct		£8,144.00	NW CA
13/12/2023	NATWEST Transfer fee of £23.00		£23.00	NWCA
13/12/2023	*Transfer to Unity Trust £8600.00 from Current Acct		£8,600.00	NW CA
14/12/2023	*Transfer from Current Acct to UT	£8,600.00		UT
22/12/2023	Logged on Bank Statement as Transfer REVERSAL	£1,517.77		NW CA
22/12/2023	*Transfer from Reserve Acct to Current Acct	£1.14		NW CA
22/12/2023	*Transfer to Current Acct from Reserve Acct		£1.14	NW BR
22/12/2023	Logged on bank statement as Transfer Closing Balance		£1,517.77	NW CA

* Indicates authorised, correct bank transfers.