

BLISWORTH PARISH COUNCIL

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Minutes of the **Ordinary** meeting of **Blisworth Parish Council** held in Blisworth Village Hall on **Monday 5th August 2024 at 7.30 pm.**

Present:

- Cllr S Billing, Chair
- Cllr C Read MBE, Vice-Chair
- Cllr D Wilson
- Cllr W Root
- Cllr B Brown
- Cllr B Ingram
- Cllr N Chandler
- Cllr C Gardner

Also present: Clerk: Angela Billing
13 Members of public

		Action
BPC114/ 24-25	To receive apologies. Apologies received from Cllr Field, Cllr Hawkins and District Councillor Cooper. The Council resolved to accept the apologies	
BPC115/ 24-25	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 the following: Minute Point BPC121/ 24-25, Items a and b. Minute Point BPC134/24-25, Item c.	
BPC116/ 24-25	To receive and approve for signature, the minutes of the Ordinary meeting held on 01/07/2024. Approved.	
BPC117/ 24-25	To note any matters arising from the minutes not included on the agenda for report only. None noted.	
BPC118/ 24-25	Clerk's report circulated separately. Noted. West Northamptonshire Council - Local Transport Plan Briefing Invitation to join Civic.ly Invite free trial for app that records assets Invitation from National Allotment Society to advise allotment tenants Quotes for Play Area Domain name and email addresses Report Confirmed FSA registration with Unity Trust and Skipton. Option for a bench at Chapel Lane – Cllr Read suggested the bench should be a plastic composite bench. Clerk to inform residents' group.	Clerk
BPC119/ 24-25	Public Session: a. District Councillor Report. No report received. b. Members of the public. A member of the public enquired about the missing bench on Connegar Leys.	

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BPC120/ 24-25	<p>Response to issues raised in the public session.</p> <ol style="list-style-type: none"> a. District Councillor Report. None received. Clerk to contact West Northants Council (WNC) to request district council support. b. Members of the public. Cllr Gardner confirmed that the bench had been removed for repair and that a resident is cleaning the plaque. Cllr Gardner to pursue. 	<p>Clerk</p> <p>Cllr Gardner</p>						
BPC121/ 24-25	<p>Village Maintenance & Open Spaces:</p> <ol style="list-style-type: none"> a. Allotments: Update from Cllr Read. Cllr Billing passed the Chair to Cllr Read. Cllr Read suspended Standing Orders to ascertain public’s opinions with regard to the Blisworth Parish Council allotments. b. Discuss option for an Allotments Working Group and Terms of Reference and agree next steps. Cllr Read reinstated Standing Orders. RESOLVED to set up an Allotment Working Group for Blisworth Parish Council Allotments with Cllr Read as the Leader with Cllr Ingram. RESOLVED to agree the Terms of Reference for the Allotment Working Group. Cllr Read and Cllr Ingram to arrange a meeting date to be shared with all tenants and interested parties. Cllr Read passed the Chair to Cllr Billing. c. Play area: Monthly safety inspection report: Update from Cllr Wilson. Noted. Minor issues noted to be picked up by annual play inspection team. d. Discuss Eastfield Play Area annual inspection quotes and agree next steps. The Council received seven quotes. RESOLVED to proceed with Company F. Clerk to confirm dates and arrangements. e. Defibrillator: Confirmation of satisfactory checks and any issues. Update from Cllr Read. Monthly check was undertaken and no issues were identified. The unit was logged as functional on the Northamptonshire emergency services system, The Circuit, on 01/08/2024. f. Closed Cemetery. Update from Cllr Billing. Free trees x 4 proposed for Closed Cemetery to increase biodiversity. Epicormic treatment of lime trees due. Clerk to submit request to WNC for completion of works on lime trees with Tree Preservation Orders. The Community Payback Services will only be able to commit to two further sessions at the Closed Cemetery to prepare an area for planting bulbs. Clerk to write letter of thanks to the Community Payback Services team and also to the Blisworth Wild Flowers company for their donation of plants to increase biodiversity and their help in managing the Closed Cemetery. g. Notice boards. Update from Cllr Field. Noted. Clerk to liaise with Cllr Field to submit a report of the notice boards including costs of replacing notice boards. 	<p>Cllr Read Cllr Ingram Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Field Clerk</p>						
BPC122/ 24-25	<p>Planning and Development.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left; padding: 5px;">Application & Date Comments Due</th> <th style="text-align: left; padding: 5px;">Location</th> <th style="text-align: left; padding: 5px;">Description</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">2024/3432/TCA Comments due by: 8 August 2024.</td> <td style="padding: 5px;">Blisworth House Church Lane Blisworth NN7 3BX</td> <td style="padding: 5px;">NOTIFICATION OF TREE WORK AT BLISWORTH HOUSE CHURCH LANE BLISWORTH NN7 3BX INTENDED TREE WORK INCLUDES: REMOVE 1 X DISEASED AND COMPROMISED LOWER LIMB No Comment.</td> </tr> </tbody> </table>	Application & Date Comments Due	Location	Description	2024/3432/TCA Comments due by: 8 August 2024.	Blisworth House Church Lane Blisworth NN7 3BX	NOTIFICATION OF TREE WORK AT BLISWORTH HOUSE CHURCH LANE BLISWORTH NN7 3BX INTENDED TREE WORK INCLUDES: REMOVE 1 X DISEASED AND COMPROMISED LOWER LIMB No Comment.	
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BPC123/ 24-25	Correspondence from social media: Update from Cllr Read. Noted.	
BPC124/ 24-25	Police & Neighbourhood Watch Scheme: Update from Cllr Read. Crime data below for May 2024: Violence and Sex Offence - 5 Anti-Social Behaviour - 1 Burglary - 1 Public Order – 1 The beat bus visited the village to chat to residents on Wednesday 19 June 2024 between 3pm and 4pm at the Royal Oak PH car park.	
BPC125/ 24-25	Report on data from SID/VAS devices: Update from Cllr Read. Noted.	
BPC126/ 24-25	Gateway Update: Update from Cllr Wilson. Noted.	
BPC127/ 24-25	Youth Parish Council: a. Update from Cllr Read. Noted. b. Discuss options for funding for the Youth Parish Council and agree next steps. RESOLVED to set up the Youth Parish Council as an advisory committee with an initial budget of £50.00. The Baptist Church involved as an advisor and convener with Cllr Read as lead councillor. Noted the power for any expenditure would be Section 111 of the Local Government Act 1972 as per advice received from NCALC.	Clerk
BPC128/ 24-25	Discuss Welcome Pack and agree next steps. Update from Cllr Chandler. Noted. As per advice received from NCALC the Clerk is not able to share information, due to GDPR, to help with the delivery of the local group's Welcome Pack or the local group's Village Directory. Clerk to advise local group of the advice from NCALC.	Clerk
BPC129/ 24-25	Discuss options and costs to transition Blisworth Parish Council website and emails to .gov.uk domain and agree next steps. Update from Cllr Read. Noted. RESOLVED to defer until August 2025 or until gov.uk website domain and email address become mandatory due to costs. Currently costs for the website are only approx. £60.00 pa.	
BPC130/ 24-25	Discuss Village Hall and Playing Field representative and agree next steps. Update from Clerk and Cllr Hawkins. Noted. Cllr Ingram agreed that he may be able to be a representative but it was dependent on the dates/day that the Village Hall and Playing Field meetings were held. RESOLVED to defer until confirmation of the date/day for the Village Hall and Playing Field Association meetings.	Clerk Cllr Ingram
BPC131/ 24-25	Discuss Blisworth Football Club lease and agree next steps. Blisworth Football Club informed the Clerk that the Blisworth Football Club lease has just come back from the Football Foundation's legal group. The lease is now with the Blisworth Football Club's legal team awaiting their comments/amendments and it will then be forwarded to the Blisworth Parish Council legal team. Clerk to pursue a formal complaint as requested by the Blisworth Football Club.	Clerk
BPC132/ 24-25	Traffic Working Group report: Update from Cllr Brown. Noted. Discuss funding for traffic calming, including contribution to West Northants Council for installation of a chicane and agree next steps.	

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	<p>RESOLVED to contribute £25k towards the cost of the proposed chicane on the proviso that the Council and Blisworth residents are involved in a consultation on the design and siting of the proposed chicane.</p> <p>Clerk to get quotes for a pole and new VAS/SID machine and add this location to the list of approved locations for the VAS unit.</p>	Clerk						
BPC133/ 24-25	<p>Internal Control:</p> <p>a) Internal Control Checklist: Update from Cllr Hawkins. Report from Cllr Hawkins noted. No issues to report.</p> <p>b) 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>							
BPC134/ 24-25	<p>Finance & Administration</p> <p>Banking Issues:</p> <p>a. Bank reconciliation to 31.07.2024. Checked by Cllr Root</p> <table style="margin-left: 20px;"> <tr> <td>UNITY TRUST CURRENT ACCOUNT 20491615</td> <td>31.07.2024</td> <td>£11,523.32</td> </tr> <tr> <td>SKIPTON SAVINGS ACCOUNT 921190089</td> <td>31.07.2024</td> <td>£82,537.58</td> </tr> </table> <p>b. Agree transfer of £3000.00 from Skipton Savings account to Unity Trust account. RESOLVED to agree transfer of £3000.00 from Skipton Savings account to Unity Trust account.</p> <p>c. 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> <p>d. Finance Working Group Report. Update from Cllr Root. Noted.</p> <p>e. Discuss amendments to Reserves statement and agree next steps. RESOLVED: £2,305.85 income from savings investments in 2023/2024 should be held in a new reserve item line "Investment Income Reserve" and be used to off-set inflation in other reserves when called on, or for other future spending that the Council might agree.</p> <p>f. To note Actual versus Budget. Noted. No issues to report.</p>	UNITY TRUST CURRENT ACCOUNT 20491615	31.07.2024	£11,523.32	SKIPTON SAVINGS ACCOUNT 921190089	31.07.2024	£82,537.58	
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BPC135/ 24-25	<p>Councillors' reports and items for future agenda.</p> <p>Offer of free trees from WNC: Clerk to produce a report for September meeting to include possible locations and options for consultation with residents.</p>	Clerk						
BPC136/ 24-25	<p>Council Surgery – Resolve to agree on a representative(s) from the Council for the next Council Surgery.</p> <p>RESOLVED: Cllr Billing, Cllr Wilson and Cllr Ingram to attend.</p>	Cllrs Billing, Wilson and Ingram						
BPC137/ 24-25	To agree the date of next meeting 2nd September 2024 at 7.30pm. Agreed.							
BPC138/ 24-25	Close. The meeting closed at 9.42 pm.							

Signed:

Chairman..... Date:

Please see the clerk for a copy of the signed minutes.

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Appendix 1

RECEIPTS									
DATE	DETAILS	INTEREST	ALLOTMENTS - RENTS	PRECEPT	GRANTS	VAT REFUND	OTHER	TOTAL	BANK ACCT
05/06/2024	Allot Fee/13		£40.00					£40.00	UT
17/07/2024	Allot Fee/13		£10.00					£10.00	UT
	Totals	£0.00	£50.00	£0.00	£0.00	£0.00	£0.00	£50.00	

Payments							
Statutory Power	Invoice	Payee	Purpose	chq no/DD/BT	Total Amount Including VAT	VAT	Amount excluding VAT
LGA 1972, s.111	BK216265-1	SLCC	Youth Engagement Summit	CC-UTDD46	£78.00	13.00	65.00
The Highways (Traffic Calming) Regulations 1999, 1026, 7 (2d)	XWW680647079	ToolStation	Bedec Paint for village entrance boards	CC-UTDD47	60.96	10.16	50.80
LGA 1972 s 142	26/06/2024	Lloyds Bank PLC	Credit Card Fee	CC-UTDD48	3.00	0.00	3.00
LGA 1972, s111	3920	Northants CALC Ltd	Training - Listed Buildings and Conservation Areas	UTBT49	50.40	8.40	42.00
LGA 1972 s 142 LGA 1972, s111 (1)	2030 4292 8697	IONOS	Website Fee 08/07/2024-08/08/2024	UTDD50	6.00	1.00	5.00
LGA 1972, s111	34UG007-0006	Parish Online	Annual Mapping Software 18/07/2024 –18/07/2025	UTBT51	115.20	19.20	96.00
LGA 1972, s111	3937	Northants CALC Ltd	Training - Off to a Flying Start	UTBT52	57.60	9.60	48.00
LGA 1972 s112 (2)		A Billing - Salary	Clerk's Salary July 2024 Mth 04	UTBT53	976.19	0.00	976.19

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LGA 1972 s112 (2)	120PF003233662504	HMRC - Nat. Ins.	HMRC Nat. Ins. Employer Contributions July 2024 Salary Mth 04	UTBT54	33.42	0.00	33.42
LGA 1972 s112 (2)	Pension Month 04 2024-2025	Nest Pensions	Nest Pension Employer costs 01/07/2024 - 31/07/2024	UTDD55	38.42	0.00	38.42
Parish Councils Act 1957, s. 3. Highways Act 1980, s. 301	IV01213374	SSE Electricity	SSE 01/01/2024-30/06/2024	UTBT56	331.94	21.43	310.51
Highways Act 1980, s. 96	2074	CutCrew Ltd	Cut to: Area 2 x 2 & Area 1 x 2 10/07/2024 & 24/07/2024	UTBT57	837.02	139.50	697.52
LGA 1972 s 142	26	Alan North	Invoice 26 for R&A Alan North Aug-Sep 2024 Iss 158	UTBT58	50.00	0.00	50.00
LGA 1972 s 142	28980	Merland Copy Shop Ltd	Printing of Round & About Aug-Sep Issue 158	UTBT59	170.00	0.00	170.00
Environmental Protection Act 1990, s89 (1a)	7893	Shield Ltd	Dog Waste Bins x 13 & Bin x 1 01.07.24 - 31.07.24	UTBT60	148.20	24.70	123.50
LGA (Financial Provisions) 1963 s5		A Billing - Expenses	Clerk's Expenses (01.07.2024 - 31.07.2024)	UTBT61	20.00	0.00	20.00
				Totals	£2,976.35	£246.99	£2,729.36