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Minutes of the **Ordinary** meeting of **Blisworth Parish Council** held in Blisworth Village Hall on **Monday 2nd September 2024 at 7.30 pm.**

Present: Cllr S Billing, Chair
 Cllr C Read MBE, Vice-Chair
 Cllr W Root
 Cllr J Hawkins
 Cllr B Ingram
 Cllr N Chandler
 District Councillor Addison

Also present: Clerk: Angela Billing
 2 Members of public

		Action
BPC139/ 24-25	To receive apologies. Apologies received from Cllr D Wilson, Cllr B Brown and Cllr M Field. The Council resolved to accept the apologies. The Chair welcomed District Councillor Ann Addison and thanked her for stepping in on behalf of District Councillor Cooper.	
BPC140/ 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 item BPC155/24-25 (d).	
BPC141/ 24-25	To receive and approve for signature, the minutes of the Ordinary meeting held on 05/08/2024. Approved.	
BPC142/ 24-25	To note any matters arising from the minutes not included on the agenda for report only. None noted.	
BPC143/ 24-25	Clerk's report circulated separately. Noted. <ul style="list-style-type: none"> • Transfer of £3000.00 from Skipton to Unity Trust actioned 22/08/2024. • Application for work on Closed Cemetery trees (TPO form) sent to West Northants Council (WNC). • Blisworth Football Club draft lease: The draft lease is still with the Football Foundation solicitors. The Blisworth Football Club secretary has requested that the Football Foundation solicitors formalise their comments and return the draft lease (including any comments) to the Blisworth Parish Council legal team for completion. • AGAR process 2023-2024 completed. No issues reported. Completion forms uploaded to our website and posted on our main noticeboard. • Pole and new VAS device: Two locations identified. Requests submitted to WNC. • Replacement Trees and fruit trees: Awaiting confirmation of numbers and dates for delivery from WNC. 	

<p>BPC144/ 24-25</p>	<p>Public Session:</p> <ul style="list-style-type: none"> a. District Councillor Report. District Councillor Addison noted that West Northamptonshire Unitary Council is in the process of apportioning the inherited debt between North Northamptonshire and West Northamptonshire. b. Members of the public. <ul style="list-style-type: none"> (i) A member of the public raised issues regarding some footways. (ii) A member of the public asked for an update with regard to the Blisworth Parish Council allotments. 							
<p>BPC145/ 24-25</p>	<p>Response to issues raised in the public session.</p> <ul style="list-style-type: none"> a. The Chair and Council noted District Councillor Addison’s offer for future support and advice. b. (i) Noted that the issues with the footways had already been passed onto Cllr Brown via email, previous to the meeting. Cllr Brown had asked that the issues be posted on Fix My Street and that the Clerk liaise with the resident to check the exact location and extent of the issues ahead of Cllr Brown’s meeting with Highways. (ii) Noted that the allotments would be discussed later in the agenda and that the Chair would suspend Standing Orders at that point to take any questions from the member of public. 	<p>Clerk</p>						
<p>BPC146/ 24-25</p>	<p>Planning and Development.</p> <table border="1" data-bbox="212 1061 1319 1547"> <thead> <tr> <th data-bbox="212 1061 536 1189">Application & Date Comments Due</th> <th data-bbox="536 1061 746 1189">Location</th> <th data-bbox="746 1061 1319 1189">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="212 1189 536 1547"> <p>2024/0433/MAF</p> <p>Comments by: 04/09/2024</p> </td> <td data-bbox="536 1189 746 1547"> <p>Gayton Marina Facilities Building, Chandlery, Blisworth Arm, Blisworth, NN7 3ER</p> </td> <td data-bbox="746 1189 1319 1547"> <p>Amendment to Proposed relocation of secondary vehicle access to existing marina. This is a consultation on the above proposal following receipt of amended plans/information.</p> <p>No objection.</p> </td> </tr> </tbody> </table>	Application & Date Comments Due	Location	Description	<p>2024/0433/MAF</p> <p>Comments by: 04/09/2024</p>	<p>Gayton Marina Facilities Building, Chandlery, Blisworth Arm, Blisworth, NN7 3ER</p>	<p>Amendment to Proposed relocation of secondary vehicle access to existing marina. This is a consultation on the above proposal following receipt of amended plans/information.</p> <p>No objection.</p>	
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<p>BPC147/ 24-25</p>	<p>Correspondence from social media: Update from Cllr Read. Noted. There have been no direct messages to the social media platform in the period. The total number of followers on Social Media has slightly increased to 312 people, an increase of two since last month (68% of our followers are listed as women and 119 are listed as resident in Blisworth, the remainder listed in Northampton/Road/Towcester/Hartwell). The highest age demographic is the 35-44 year old age group. We have a post reach of 1626 people (people who have our messages on their social media feeds) and a direct engagement (clicks) of 768 people. The top performing post in the period was the notice for the August meeting which had reach of 904 and engagement of 137. Since the last meeting we have posted information on the police priorities engagement survey, notice around residents keeping footpaths clear and copy of the parish newsletter round and about.</p>							

BPC148/ 24-25	<p>Police & Neighbourhood Watch Scheme: Update from Cllr Read. Noted. The crime data is below for June, there were 8 crimes reported in our parish.</p> <p>Violence and Sex Offence - 2 Anti-Social Behaviour - 2 Burglary - 1 Other Theft - 1 Vehicle Crime - 1 Criminal Damage and Arson - 1</p> <p>The Neighbourhood alert / Neighbourhood watch system "Northamptonshire Talking" has 83 members registered with 2 members pending. 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; Note that using this system complies with GDPR. No alerts have been issued relevant to the village in the period. Cllr Read discussed the issues regarding inappropriate parking at the junction of Chapel Lane and Pond Bank with our community policing team and we have received advice around the installation of yellow lines or bollards, however we are advised that the police are not involved in traffic parking issues unless there is an obstruction and we should contact WNC for advice.</p>	
BPC149/ 24-25	<p>Report on data from SID/VAS devices: Update from Cllr Read. Noted.</p> <p>VAS unit in Courteenhall Road: In the period between 3 August and 27 August (24 days) there were 57,979 vehicle movements (Avg. 2415 per day), which is a reduction of 30% on last month's report. This is now less than the volumes experienced before the junction alterations which exceeded c3000 per day and reflects the traffic continuing to reduce due to redirection now Stoke Road is open. However the data in this period was corrupted so the volumes are under reported. The speeds are consistent with previous months with average speeds to 33.4 mph and 85% of vehicles were travelling below 42 mph.</p> <p>VAS unit in Stoke Road: In the period between 3 August and 18 August (15 days), there were 41,942 vehicle movements (Avg. 2,796 per day). This is an increase of 15% on the March/April pre closure data of Avg. 2422 per day; but a slight reduction on last month's data. This is not reflective of the volumes seen previously in Dec 23 when we experienced Avg. 3,233 per day. The speeds are consistent with December 2023 and March/April with average speeds to 28.1 mph and 85% of vehicles were travelling below 34 mph. The top speed recorded was 108 mph, which I suspect is a system error. This area is not proposed by West Northamptonshire to be included in the new 20mph zone. Please note that between 18 and 27 August the batteries were flat in the unit; which have since been replaced.</p>	
BPC150/ 24-25	<p>Gateway Update. Update from Cllr Wilson. Noted that an application (Section 106) by Milton Malsor to West Northants Council for part of the shared CLG funds had been circulated to all Councillors. The application showed the process and typical timelines. Cllr Root to liaise with the Traffic Working Group to compile a draft application to register Blisworth Parish Council's intent for its share of the CLG funds.</p>	FWG & TWG

<p>BPC151/ 24-25</p>	<p>Village Maintenance & Open Spaces:</p> <ul style="list-style-type: none"> a. Play area: Monthly safety inspection report: Update from Cllr Wilson. Cllr Wilson completed a visual check and no issues were identified. Play Area Inspection scheduled by Sovereign for W/C 16/09/2024. b. Defibrillator: Confirmation of satisfactory checks and any issues. Update from Cllr Read. Monthly check was undertaken and no issues were identified. c. Closed Cemetery: Update from Cllr Billing. The Graveyard Shift volunteers as well as other residents of Pond Bank are helping to dig over the long bed on the east side of the Closed Cemetery to clear weeds and £84.00 was raised to cover future costs of new plants and seeds. Cllr Billing asked the Finance Working Group to discuss, at their next meeting, the allocation of a strimming budget for the Closed Cemetery to keep on top of the progress made by the Community Payback Service team and also some weed killer to deal with an area of bindweed. Noted that the Community Payback Service team are no longer able to return. d. Allotments: Update from Cllr Read and Cllr Ingram. Report circulated ahead of the meeting. Noted. e. To review response to the Allotment Working Group questionnaire and agree next steps. Following the review of the Allotment Working Group (AWG) questionnaires received from tenants and residents, Blisworth Parish Council: <ul style="list-style-type: none"> RESOLVED that key-operated manual locks to be purchased to replace the damaged combination locks for the gates to Blisworth Parish Council Allotments (funding from ring-fenced Lottery Grant reserves) and the gates to Blisworth Parish Council Allotments will be locked once locks and keys have been installed and keys distributed. RESOLVED that tenants/residents to be issued with one or two keys upon receipt of a £10.00 deposit per key. RESOLVED that new tenants should be charged a deposit of £30.00 for a new plot to be returned upon surrender of the plot in good order. Noted that with a key and the first year's rent, new tenants will pay £50.00 for a plot (£40 returned upon return of the key and plot in good order). Rent free periods should only be considered in exceptional circumstances. RESOLVED that new tenant's plot(s) should be reviewed after 6 months and if progress is not made on maintaining the plot, notice should be served. RESOLVED that the council should take immediate action to evict tenants not maintaining their plots and do this within a three month period. Noted that there are a number of plots in this process; which the AWG (Allotment Working Group) will work with the Clerk to action. <p>The AWG proposed the following further recommendations:</p> <ul style="list-style-type: none"> (i) The existing £10.00 per year per plot charge should be reviewed for next season by the FWG against potential increasing water utility charges. A small increase in the charges may be considered to help create an investment budget. A process/mechanism for creating a budget for the allotments from headroom charges should be explored by the FWG. (ii) If the remaining lottery funds allow (after the purchase of locks), a notice board should be considered (supported by 80% of received questionnaires). (iii) Spare allotments should be advertised outside of the parish. 	<p>Clerk to bank at Skipton account and purchase seeds/plants for east side.</p> <p>Clerk & AWG</p> <p>AWG & Clerk</p> <p>AWG & FWG</p>
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	<p>(iv) Suggestion of a burning area to clear vegetable waste should be reviewed in the future due to only 65% support.</p> <p>The Chair suspended Standing Orders to receive questions from the member of public. The member of public was happy with the update. The Chair resumed Standing Orders.</p>							
BPC152/ 24-25	<p>Youth Parish Council:</p> <p>a. Update from Cllr Read. Noted. Cllr Read and Minister Lee Hillyard will be in contact with the Roade Secondary School to look for an opportunity to present on the Parish Council Youth Parish Council and raise local awareness of this initiative, now children are back in school. Noted Cllr Read's thanks to Minister Lee Hillyard and to the Blisworth Baptist Church team for their continued support.</p> <p>b. Review and agree next steps for the Youth Parish Council Working Group Terms of Reference. The Terms of Reference were reviewed with the Blisworth Baptist Church who are ensuring that we meet the safeguarding and child protection for this activity. RESOLVED to agreed the Terms of Reference. Clerk to post on the website.</p>	<p>Cllr Read</p> <p>Clerk</p>						
BPC153/ 24-25	Traffic Working Group: Update from Cllr Brown. Report circulated ahead of the meeting. Noted.							
BPC154/ 24-25	<p>Internal Control:</p> <p>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>							
BPC155/ 24-25	<p>Finance & Administration Banking Issues:</p> <p>a. Bank reconciliation. 28/08/2024, Checked and agreed by Cllr Root</p> <table> <tr> <td>UNITY TRUST CURRENT ACCOUNT</td> <td>28.08.2024</td> <td>£11,678.67</td> </tr> <tr> <td>SKIPTON SAVINGS ACCOUNT</td> <td>28.08.2024</td> <td>£79,537.58</td> </tr> </table> <p>b. Second instalment of Precept 2024-2025. Noted due in September 2024, To be deposited in the Skipton Savings account.</p> <p>c. Note amendments to interest rate for savings account and agree next steps. Noted change of interest rates for Skipton Savings Account from 3.65% gross pa/AER variable to 3.40% gross pa/AER variable. Cllr Root noted that this is still a favourable rate.</p> <p>d. To note payments received and consider invoices to be paid. RESOLVED: To note receipts and agree the payments listed in Appendix I. Noted that the invoice for the Eastfield Play Area signs agreed at the July meeting, Agenda point BPC 105/24-25 was £75.00 (no VAT).</p>	UNITY TRUST CURRENT ACCOUNT	28.08.2024	£11,678.67	SKIPTON SAVINGS ACCOUNT	28.08.2024	£79,537.58	
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BPC156/ 24-25	<p>Councillors' reports and items for future agenda.</p> <p>Cllr Ingram noted:</p> <p>(i) Overgrown hedging and vegetation at the notice-board and dog waste bin on Buttmead. Clerk to add to October agenda and seek quotes ahead of the October meeting.</p>	Clerk						

	<p>(ii) Reduced visibility issues due to parking on pavements on Pond Bank. Clerk to add to the October agenda and to contact WNC for advice regarding installation of bollards ahead of the meeting.</p> <p>Cllr Chandler discussed his request for volunteers, from the councillors, for clearance work of the Stoke Road footways.</p>	<p>Clerk</p> <p>Cllrs Chandler & Billing</p>
BPC157/ 24-25	<p>Council Surgery – Resolve to agree on a representative(s) from the Council for the next Council Surgery. Resolved that Cllr Billing and Cllr Ingram will attend on Tuesday, 10th September 2024.</p>	<p>Cllrs Billing & Ingram</p>
BPC158/ 24-25	<p>To agree the date of next meeting Monday, 7th October 2024 at 7.30pm. Agreed.</p>	
BPC159/ 24-25	<p>Close. The meeting closed at 8:37 pm.</p>	

RECEIPTS									
DATE	DETAILS	INTEREST	ALLOTMENTS - RENTS	PRECEPT	GRANTS	VAT REFUND	OTHER	TOTAL	BANK ACCT
	Totals	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	

PAYMENTS									
Entry No	Statutory Power	Invoice	Payee	Purpose	chq no/DD/BT	Total Amount Including VAT	VAT	Amount excluding VAT	
62	LGA 1972 s 142 LGA 1972, s111 (1)	2030 4342 7286	IONOS	Website Fee 08/08/2024-08/09/2024	UTDD62	6.00	1.00	5.00	
63	Local Government Act 1972 s 214 (6)	27/06/2024	Tesco Petrol-CPS Team	Credit Card Payment CPS Petrol	CC-UTDD63	7.26	1.21	6.05	
64	LGA 1972, s.111	26/07/2024	Lloyds Bank PLC	Credit Card Fee	CC-UTDD64	3.00	0.00	3.00	
65	LGA 1972, s.111	SB20241217	PKF Littlejohn LLP	External Auditor Fee: Limited Assurance review of AGAR 2023-2024	UTBT65	378.00	63.00	315.00	
66	Highways Act 1980, s. 96	2117	CutCrew Ltd	Cut to: Area 2 x 2 & Area 1 x 2 07/08/2024 & 21/08/2024	UTBT66	837.02	139.50	697.52	
67	LGA 1972 s112 (2)		A Billing - Salary	Clerk's Salary July 2024 Mth 05	UTBT67	976.19	0.00	976.19	
68	LGA 1972 s112 (2)	120PF003233662505	HMRC - Nat. Ins.	HMRC Nat. Ins. Employer Contributions July 2024 Salary Mth 05	UTBT 68	33.42	0.00	33.42	

BLISWORTH PARISH COUNCIL **DRAFT**

69	LGA 1972 s112 (2)	Pension Month 05 2024-2025	Nest Pensions	Nest Pension Employer costs 01/08/2024 - 31/08/2024	UTDD69	38.42	0.00	38.42
70	Environmental Protection Act 1990, s89 (1a)	7983	Shield Ltd	Dog Waste Bins x 13 & Bin x 1 01.08.24 - 31.08.24	UTBT70	148.20	24.70	123.50
71	Parish Councils Act 1957, s. 3. Highways Act 1980, s. 301	IV01380570	SSE Electricity	SSE 01/07/2024-31/07/2024	UTBT71	8.22	1.37	6.85
72	LGA (Financial Provisions) 1963 s5		A Billing - Expenses	Clerk's Expenses (01.08.2024 - 31.08.2024)	UTBT72	26.05	0.00	26.05
73	Open Spaces Act 1906, s14	3038	AG Sign & Display	Play Area signs x 2 No Ball Games	UTBT73	75.00	0.00	75.00
Totals						£2,536.78	£230.78	£2,306.00