

HARTWELL PARISH COUNCIL

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Minutes of the Hartwell Parish Council's meeting held on Thursday 6th April 2017 at 7.30pm at The Lounge, Hartwell Community Centre, School Lane, Hartwell.

Present: Chairman Councillor Deborah Barker, Vice-Chairman Councillor Scott Turner, Councillor John Budden, Councillor George Jones, Councillor David Heron, Councillor Graham Harris, Councillor Stephen Dawson.

Also present: Parish Clerk – Sarah Fuller, Mrs Carol Buck (Church Treasurer), County Councillor Michael Clarke

067/2017	To receive and approve apologies for absence. No apologies received
068/2017	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business). No declarations of interest made.
069/2017	To receive and approve for signature the minutes of the full Parish Council meeting held on 09/03/17. To receive and approve for signature the minutes of the Executive Planning Committee meeting held on 09/03/17. Resolved: to accept the minutes as drafted. These were then signed by Councillor Barker.
070/2017	Public participation session will take place at 7.35pm No questions were raised.
071/2017	Reports from outside bodies:
a)	To receive an update from County Councillor Michael Clarke on matters relating to Northamptonshire County Council. The Council is in "purdah" i.e. no Councillor decisions are being taken. A new Council of 56 Councillors will be elected on Thursday, May 4 th . Councillor Clarke will be offering himself for re-election. The advent of warmer weather is permitting much of the work on repairing highways to be done. Low temperatures mean that there is a hold on doing many of the routine maintenance tasks during the cold Winter months. The NCC staff will progressively move to the new HQ on Angel Square during April and May. The move should be completed by 30.06.17. Councillor Clarke chased up the matter of the work to alleviate the flooding risk to Mr. & Mrs Beard's home on Forest Glade and reported to the Chairman. Regrettably the NCC officers have to date been unsuccessful in contacting the Highways England case officer. The work should have been completed during 2016. The PC will be informed as soon as further information is received from the NCC officers.
b)	To receive an update from District Councillor John Budden on matters relating to South Northants Council. New Homes Bonus £94,000 to spend. Local Plan 2a meeting took place on Tuesday. There is no news regarding Hartwell at the moment. Water seeping onto the road next to Oakleaf Care is not a burst water main and Anglian Water has said this needs to be reported to NCC. Mr Jones will report to NCC the water seeping onto the road near Oakleaf Care.
c)	To receive an update from Mrs Carol Buck relating to St John the Baptist Church. Mrs Buck did attend the meeting and had emailed the following report:- An extraordinary PCC meeting was held on Sunday 2 nd April to discuss a variety of

	<p>items. The PCC have accepted a quote from RGS Arboricultural Consultants to carry out a full tree survey, inventory and risk assessment of all the trees in the churchyard. The Church's Insurers will not accept a claim for any damage done, unless it is to the church building. Should there be any storm damage thus causing injury/accident to persons passing or using the churchyard, the Church needs to make absolutely sure of the condition of all the trees. The cost of the full survey is £550.00 plus VAT at the current rate of 20%, this will be funded from church funds.</p> <p>The gardening contractor JAS Landscapes have been informed that there are new floodlights in the church in exactly the same place although smaller and he has been asked to take great care when cutting the grass.</p> <p>PCC was given permission to remove any remaining Christmas wreaths and this has been undertaken already.</p>
d)	<p>To receive an update from Mr George Jones relating to highways and footpaths around the village.</p> <p>Ditch between Wood Lane and Salcey Avenue still needs to be cleared and the verge at Kits Close, as there is still debris which need clearing. Finger post at Oakleaf Care has been reported and is awaiting repair.</p>
072/2017	Correspondence/communication – to consider any received as listed below and/or prior to meeting.
a)	<p>Letter received from Northamptonshire Highways regarding the Rights of Way Improvement Plan requesting completion of a short questionnaire relating to the usage of the rights of way within the parish. Clerk has asked Mr George Jones the Parish Footpath and Highways Warden to complete the questionnaire and bring along to the meeting to discuss with Councillors.</p> <p>Resolved: As there are quite a few footpaths etc, Mr Jones will need more time to prepare a response. Councillors moved this item to the June meeting. Mr Jones will circulate his answers prior to the June meeting.</p>
b)	<p>Email received from Pre-School who will be holding a fete this July to celebrate their 50 year anniversary. They have asked the parish council if they would be able to make a donation towards the cost of the event. They raised £700 at the Easter Egg Hunt event.</p> <p>Resolved: Councillor Barker will obtain some further information from the pre-school and this matter will be considered at the May meeting.</p>
073/2017	Update
a)	<p>Pocket Park Management Agreement – Cllr Barker</p> <p>There were approximately 25 queries raised, some of which can be agreed between councillors and the pocket park management committee, some need clarification from insurers and at least 15 of will need to be answered by the solicitor. Councillor Barker has contacted the solicitor for a quote. Approximately 1½ hours further work at £300 plus vat will be required.</p> <p>Resolved: Councillors agreed to this spending.</p>
b)	<p>Cemetery – Cllr Budden</p> <p>The majority of the work has been undertaken however there are still a few things left for the contractor to do. Councillors are very happy with the work undertaken so far. Clerk to make enquiries with Northamptonshire County Council about collecting the roller which is broken and extremely heavy. Councillors discussed and considered forming a “Friends of the Cemetery” group to help with the general upkeep of the cemetery. Councillor Budden will look into this.</p>
074/2017	Finances (previously scrutinised by Cllr. Dawson, internal financial controller)
a)	<p>Councillor Dawson to provide summary of Council's finances up to 31/03/17.</p> <p>Utility Trust Bank - £17,277.39</p> <p>NS&I - £3,451.51</p> <p>Santander - £55,586.06</p> <p>Total Funds - £76,314.96 of which earmarked funds £54,718.59.</p> <p>Leaving available funds of £21,596.37</p> <p>Receipts for March: Heartbeat advertising £214.70, Memorial fee £29.00, Youth Club</p>

	<p>£90.00. Total income £333.70 Unity Trust Service Charge £18 (31/03/17)</p>			
b)	<p>To consider invoices for payment (as set out below & any rec'd prior to the meeting) Resolved: All payments will be made by bank transfer. Councillors Barker and Budden will approve the payments online.</p>			
	<u>Payee</u>	<u>Details</u>	<u>Power to Pay</u>	<u>Amount (inc vat)</u>
	M Fuller	Clerk's salary	LGA 1972 s112	£729.76
	M Fuller	Clerk's expenses - mobile top up	LGA 1972 s112	£60
	R Wain	Litter Officer's salary	LGA 1972 s112	£86.40
	A H Contracts	Emptying dog bins Removing & install new bins and relocating litter bin	Open Spaces Act 1906 ss9- 10	£447 (£74.50)
	Barbara Osborne	Payroll Jan - Mar 17	LGA 1972 s112	£60
	HMRC	Jan - Mar 17	LGA 1972 s112	£267.94
	Traffic Technology	Speed indicator display	Highways Act 1980 s301	£4,614.00 (£769)
	E-on	Street lighting - elec	Highways Act 1980 s301	£1536.95 (256.16)
	HPCC	Church floodlights - elec		£46.73
	LCR	Local Council's Direct magazine Cllr Barker	LGA 1972 s112	£12
	Aylesbury Mains	Street lighting repair	Highways Act 1980 s301	£114 (£19)
	Aylesbury Mains	Reset village clock	Parish Council Act 1957 s2	£33.60 (£5.60)
	Total invoices to be paid £8,008.38			
075/2017	<p>Councillors to consider who will hold keys to the village noticeboards. Resolved: Clerk to ask Mrs Carol Buck if she would consider being a key holder. Clerk and Councillor Barker already have a key. Clerk to post notices of key holders and their telephone numbers on the noticeboards.</p>			
076/2017	<p>Councillors to consider what to do with the old SID i.e. donate it /sell it or put it up permanently in the village. Resolved: Clerk to make enquiries with Roade Parish Council to see if they would like it.</p>			
077/2017	<p>Councillors to consider what to spend the VAT rebate on (approximately £13,000). Resolved: Councillors would like to spend the money on updating the village street lighting.</p>			
078/2017	<p>Councillors to consider replacing faulty street lamps with the new PLL 24w lamps at a cost of £110. It currently costs £27 to re-lamp the existing street lights when they are faulty. Resolved: Councillors are happy to replace lamps on the existing steel columns but clerk to make enquiries with AM to see if the new lamps will fit onto the concrete columns.</p>			
079/2017	<p>Councillors to consider which street lamps need replacing. Council holds approximately £14,226 by way of M1 Wind Farm Grant which is to be used towards street lighting. Resolved: Clerk to get quotes to replace the street lamps along Blacksmith's Way 11 concrete posts, Forest Road, Park Road, Ashton Road. Quote for 24w and 36w PLL Libra lanterns.</p>			

080/2017	Councillors to consider treatment for moles in the cemetery. Clerk has approached 4 mole catchers and has received two quotes. Resolved: Clerk to instruct Heyford Moles.
081/2017	Councillors to consider the proposed village confines plan – Councillor Budden to provide information. Resolved: Item to be considered at May meeting. Councillor Budden to provide a copy of the map to councillors prior to the May meeting.
082/2017	Councillors to discuss possible uses for the New Homes Bonus money held by SNC. Resolved: Clerk to make enquiries how to apply for funding. Councillors would like to update more of the village’s street lighting. Clerk to obtain a quote for Robins Close to include the light in the alleyway.
083/2017	Planning – to consider new applications (as listed below) and/or any received prior to the meeting.
a)	S/2017/0826/FUL – 17 Forest Road - New vehicular access adjacent to property. Resolved: No objections
b)	S/2017/0874/FUL – Land Rear Of 9A Forest Road – New dwelling. Resolved: Papers not yet received from SNC. Clerk to request an extension to the deadline.
084/2017	This part of the meeting was closed public and press despite the general duty to conduct meetings in public, it was necessary on this occasion to exclude the public and press as provided in Section 1(2) of the Public Bodies Act 1960. To discuss matter relating to a previous application for kerbing around a grave. Resolved: Councillors felt as this application had been approved by them approximately 3 years ago and no deadline had been set at that time, they would allow it to be installed with the following conditions:- The Applicant is to have kerbing laid by professional stonemason and it is to be installed no later than 30 th June 2017.
	Items for next agenda
	Rights of Way questionnaire – June Consider Parish Plan – July Pre-school donation – May Village confines – May Street lighting quotes – May Village Design Statement - May

Please note the content of these minutes are in draft form and have not been considered nor approved by the Parish Council. The next meeting of the Parish Council will take place on Thursday 11th May at 7.30pm.

If you have any queries or questions regarding these draft minutes, please in the first instance contact the parish clerk.