

HARTWELL PARISH COUNCIL

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ESTD 1894

Minutes of the Hartwell Parish Council's meeting held on Thursday 12th January 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 Graham Harris, Councillor Stephen Dawson.
2 members of the public.

Also present:

Locum Clerk Catherine Camp.

007/2017	To receive and approve apologies for absence. Resolved: apologies were received and accepted from Councillor David Heron County Councillor Michael Clarke was unable to attend the meeting. Parish Clerk Sarah Fuller
008/2017	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Resolved: No declarations were received.
009/2017	To receive and approve for signature the minutes of the full Parish Council meeting held on 08/12/16. Resolved: The Minutes were accepted and signed by the Chairman.
010/2017	Public participation session Members of the public wished to hear views of the Council on possible parking restrictions on Forest Road. The Chairman gained approval from the Council to discuss item 019 after 011.
011/2017	Reports from outside bodies:
a)	A written report from County Councillor Michael Clarke on matters relating to Northamptonshire County Council was read. NCC has set a £417M net budget (2017-18) <ol style="list-style-type: none">1. Government has allowed Councils providing Adult Social Care to raise Council tax. NCC has factored 2% into the Draft budget. NCC component of the Council Tax will be 3.95%. Online consultation is available until 24/1 The final budget will be set on 24th Feb at a full council meeting.2. All County Council libraries will be kept open but they will serve residents in expanded ways eg by providing computers to allow web access.
b)	District Councillor John Budden reported that South Northants Council precept will be 2% which is in line with Government policy.
c)	Mrs C Buck was unable to attend the meeting. A Report on matters relating to St John the Baptist Church was circulated. Repairs to the organ still require completion. The Vicar, Rev. Mike Burton, is now back to full time duties. Carols by Candlelight raised £220 (donated to Helen & Douglas House, Oxford)
d)	Mr George Jones gave a report as follows: No issues relating to footpaths and byways. Alan Rigby NCC to be contacted for an update on outstanding repair and clearance works. The verge at the M1 still requires clearance work and wooden pallet signs are obstructing visibility. Potholes in Salcey Avenue need filling. A Hanslope resident has submitted a claim to NCC for tyre damage. Councillor Jones to report issues via Street Doctor and speak to Helen Howard and make her aware of the damage claim and request resurfacing of the road. Resolved Clerk to request resurfacing of Park Road to the County boundary. It was noted that ditches along Forest Road are still blocked with hedge clippings. Resolved Clerk to chase this up. It was suggested that any remaining debris could be cleared by NCC Community Enhancement Gang. Clerk to request this.

	Street Lighting – Lamp No 51 opposite new building is not working. Refer to Clerk			
019/2017	<p>Parking restrictions, Forest Road – Councillors to consider whether they would like to apply to Northamptonshire County Council for parking restrictions to be put in place.</p> <p>Councillor Dawson reported that a that a 30m section opposite the School Lane turning is often obstructed by parked cars. Local residents confirmed that this has not caused an accident.</p> <p>Resolved to write to all Homes on Forest View in the vicinity of the school to make them aware of concerns of local residents over parked vehicles causing an obstruction and to politely ask them to consider parking in School Lane.</p>			
	<i>Members of the public left the meeting at 20.00</i>			
012/2017	Updates – councillors to receive verbal updates for information purposes only:-			
a)	<p>To receive an update from Councillor Barker regarding the Pocket Park Management Committee Agreement.</p> <p>A letter had been received from Michael Fitzpatrick Lawyers stating that additional work is required to complete the legal work on the Management agreement.</p> <p>Resolved to commit to 1 hour of additional legal work at a cost of £220.</p>			
b)	<p>To receive an update from the clerk regarding street lighting.</p> <p>A report from Aylesbury Mains had been received providing costs for replacement street lighting. 24W Libra PL-L lamps will cost £676.38; 36W Libra PL-L - £692.94 Plus £500 to reconnect electricity to new columns.</p> <p>An audit carried out by Aylesbury Mains found no cause for concern over concrete columns.</p> <p>Resolved to approach E.ON and Balfour Beattie for alternative audit and advice over concrete columns.</p> <p>The Clerk invited Councillors to view LED lighting in Kilsby, and suggested they contact Roade Parish Clerk for contact details of Jasper Hijinks (European Sales Director for an LED company) who would be able to provide advice on LED lighting.</p>			
c)	An update was given by Councillor Barker regarding the Executive Planning Committee Meeting held at 7pm.			
013/2017	Correspondence/communication – to consider any received as listed below:-			
a)	An update had been received from Trevor Beard re Flooding issues affecting residents in Forest Road. Highways England has accepted responsibility and their contractors AMEY will dig a sump to alleviate the problem. Cllr Clarke had been informed.			
b)	<p>Cemetery Works – it has not been possible to obtain 3 quotes despite trying.</p> <p>Resolved to award the contract to R Lever. Clerk to confirm that he has been awarded the contract. Clerk to contact the two families with roses in the flower bed to inform them that the roses will need to be temporarily lifted during the works.</p>			
c)	The Chairman reported that all Employers must now provide a work place pension to eligible employees. It is a legal requirement to distribute letters to all employees explaining their options. It was reported that this has been done.			
d)	<p>Installation of Dog Bins</p> <p>Resolved to spend £294 to cover the cost of provision of new posts for the bins.</p>			
014/2017	Finances (previously scrutinised by Cllr. Dawson, internal financial controller)			
a)	<p>Summary of the council's finances.</p> <p>Monies received: £91 Interment & Memorial; £64 Memorial; £18 Heartbeat Advert. Unity Trust £ 27,973.70 (Includes Unity Service Charge of £18) Santander £ 55,586.06 NS &I £ 3,451.51 Total Monies held £ 87,011.27</p>			
b)	<p>To consider invoices for payment</p> <p>Resolved: Councillors agreed to make the following payments.</p>			
<u>Reference</u>	<u>Payee</u>	<u>Details</u>	<u>Power to Pay</u>	<u>Amount (inc vat)</u>
Dec 16	M Fuller	Clerk's salary	LGA 1972 s112	£754.36
Dec 16	R Wain	Litter Officer's salary	LGA 1972 s112	£86.40
Oct-Dec16	Barbara Osborne	Payroll services	LGA 1972 s112	£60
Oct-Dec16	HMR and Customs	PAYE	LGA 1972 s112	£161.53

9058	AH Contracts	Emptying dog bins - Dec	OSpacesAct1906	£105 (£17.50)
21/12/16	Hartwell Community Centre	Hire of the Lounge – PC meetings Sept-Dec 2016	LGA 1972 Sch 12	£115
21/12/16	Hartwell Community Centre	Hire of the Lounge & hall Youth Club Sept-Dec 2016	LG(MP)Act 1976 s19/1	£420
16863	Aylesbury Mains Ltd	Street light repair (89)	Highways Act 1980 s301	£56.40 (£9.40)
01/01/17	E.ON	Street Lighting 01/10/16 – 31/12/16	Highways Act 1980 s301	£1571.10 (£261.85)
11/01/17 Inv 4746	Nene Whitewater Centre	Clubs for Young people 07/11 -12/12/16	LG(MP)Act 1976 s19/1	£ 540.00 (£90.00)
05/01/17 Inv 1910	Northants Assn of Youth Clubs.	Affiliation fee for Hartwell.	LG(MP)Act 1976 s19/1	£ 45.00
Total invoices to be paid £3,914.79				
c)	Councillors to consider making the above payments by bank transfer rather than cheque. The Chairman explained that all payments would be listed on the Agenda and following approval at the meeting, two Councillors would be required to go on line and authorise the payments. Resolved to move to on line payments.			
d)	Internal Financial Controller reported that an Invoice is required for ICO registration fee. Resolved that the Clerk will provide proof of payment at next meeting.			
015/2017	<u>Grass cutting</u>			
a)	Councillors to consider starting the tendering process for the village grass cutting contract. Resolved that Chairman and Clerk will produce a draft Tender document for approval at the next meeting.			
b)	Councillors to consider the Urban Highway Grass Mowing 2017 terms and conditions from Northamptonshire County Council. Resolved to carry out parish grass mowing on behalf of NCC County Council under Section 96 s4 of Highways Act 1980. Under s136 LGA 1972 a contribution of £771.87 will be payable from the County Council towards the costs. Resolved to request the Clerk to claim the 2016 mowing contribution from NCC.			
016/2017	<u>Quotes – Councillors to consider quotes for the following:-</u>			
a)	Installation of the new bench (nr. M1). Resolved to employ Andy Johnson to spend up to a max of £250. Councillor Budden agreed to refurbish the old bench and offer it to the Pocket Park.			
b)	Highways speed indication device. Resolved No new information. Item moved to next meeting.			
017/2017	Councillors to suggest pockets of land within the village that could be purchased/rented for additional recreational use. No ideas were brought forward.			
018/2017	Street lighting – Councillors to consider if they would like Aylesbury Mains to give a presentation at either the February or March meeting. Resolved to invite Aylesbury Mains to the March meeting. Clerk to investigate the type of street light recently installed in Stoke Bruene.			
020/2017	Website – Councillors to discuss the use of the “to do list” and “forum” Resolved that members will try to use the website but requested that an email be sent whenever the website members area is updated to remind them to log on.			
021/2017	Councillors to consider moving the date of the April meeting from 13 th to the 6 th ? Resolved that Parish Council meeting(s) will be held on 6 th April 2017.			
022/2017	SNC Community Governance Review Resolved not to alter the total number of Councillors required. Councillor Budden to enquire if this process includes requests for making alterations to the village development envelope.			
023/2017	Cemetery – Councillors to consider application to erect a headstone.			

	Resolved to approve the application on condition the butterfly design is etched and not painted in accordance with regulations.
	There being no further business to discuss, the meeting closed at 9pm
	<p>Items for next agenda:</p> <p>Update on when work will commence on the Church floodlighting. (Clerk to clarify this with Mrs Carol Buck)</p> <p>SID quotes – Councillor Jones and Heron</p> <p>Alternative advice on street lighting – clerk</p> <p>To approve draft Mowing Tender</p> <p>To review the Cemetery rules to ensure that the number of benches is limited.</p>

Please note these minutes are in draft form and will not be considered nor approved until the next parish council meeting on Thursday 9th February 2017.