

## HARTWELL PARISH COUNCIL

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Minutes of the Hartwell Parish Council's meeting held on Thursday 14<sup>th</sup> January 2016 at 7.30pm at The Lounge, Hartwell Community Centre, School Lane, Hartwell.

Present: Councillors - Smith (Chairman), Barker, Jones, Turner, Budden, Harris, Heron, Webster  
Sarah Fuller - Clerk  
Also Present: 3 members of the public

<b>343/2016</b>	Apologies received and accepted from Councillor Dawson.
<b>344/2016</b>	A declaration of interest under the Council's Code of Conduct related to business on the agenda was received from Councillor Barker at Item 353/16. Councillor Barker did not take part in the discussion or resolution of this item.
<b>345/2016</b>	<b>Public participation session 7.35pm to 8.15pm</b>
<b>a)</b>	Resident had a question relating to the cemetery. Will a path be built all the way around the cemetery grounds for ease of access to the graves and could there be a dropped kerb. <u>Response</u> This is due to be discussed during the meeting but the parish council showed the resident the draft plans for the site which did include a path but only down one side. The resident also asked if she could (during summer months) level up the double plot which she has purchased. Councillors Budden and Barker will meet on site to discuss the matter in more detail.
<b>b)</b>	Resident who lives in Salcey Avenue wondered whether any action can be taken about the verges as some of them are totally destroyed by vehicles being parked on them. <u>Response</u> County Councillor Clarke said the verges belonged to the County Council. The options are very limited and the council cannot afford to strength every verge in the county. People put boulders down to stop people parking but it is illegal and if the council receive a complaint they would have to act. Unfortunately this has been going on for a long period of time and the parish council have been unable to come to a resolution. Councillor Budden suggested to get quotes to replace the verges with tarmac or to turn them into parking spaces. The parish council would need to seek permission from the County Council and they would need to use one of their approved contractors. County Councillor Clarke suggested getting into touch with Helen Howard and requesting to meet her on-site to discuss options. (clerk)
<b>c)</b>	A resident said that the new pavement that has been installed along Forest Road is too steep. <u>Response</u> The parish council will need to get in touch with Highways to ask them to come out and see if it is within the guidelines. (clerk)
<b>346/2016</b>	<b>Reports from outside bodies:</b>
<b>a)</b>	<b><u>County Councillor Michael Clarke</u></b> The County Council are short of 77 million pounds for next year and they are now short another 9 million pounds. This was because the revenue support grant was over estimated. There will be cuts of 85 million pounds in the next financial year. Their net budget is 417 million pounds. 7 District councils are proposing no increase in their portion of the council tax. The County Council will be increasing by 3.95%. Band D property will increase by approximately £42 in the next financial year. 8% of the new homes bonus comes to the council. 1000 looked after children are being cared for in Northamptonshire.
<b>b)</b>	<b><u>District Councillor John Budden</u></b> The parish council received a short update which was duly noted.
<b>c)</b>	<b><u>Church – Mrs Carol Buck, Church Treasurer</u></b>

	Stone work to the church was completed on 24 <sup>th</sup> December and they are waiting for the architect to come out and sign it off. Rev Michael Burton is currently unwell and the church have cover for the church services. Councillor Heron asked when the Church yard walk around was going to take place. Unfortunately the church have not been able to arrange it yet but it is on their agenda. Mrs Buck will let him know.
d)	<b><u>Police – PCSO Tara Cooksammy</u></b> Apologies received.
e)	<b><u>Highways &amp; Footpaths – Mr George Jones</u></b> Roadworks going on in Roade. The High St, Roade has been completed no potholes were there. School Lane to Stoneway and Church Close – potholes should be repaired between now and the end of March. Surface dressing from Church up to crossroads. Mr Jones has reported to footpath's a bush in footpath KR2 which leads onto Mr Cross's field and some signage further out of the village but he hasn't received an update yet. The gully underneath the road as you leave the village towards Roade could be blocked and Mr Jones will report this.
<b>347/2016</b>	<b>Updates</b> – councillors to receive a verbal update (as listed below):-
a)	<b><u>Executive Planning Committee meeting – Councillor Barker</u></b> The parish council received an update which was duly noted (see January planning minutes).
b)	<b><u>Website – Councillor Smith</u></b> Website launch – working group to move this to the end of February. Council agreed with this decision. Working group to arrange a meeting outside of the meeting via Duddle (Cllrs Smith/Barker to arrange).
c)	<b><u>War Memorial flooring – Councillor Budden</u></b> Councillor Budden had drafted a drawing which he showed to the councillors. Clerk to liaise with Councillor Budden regarding obtaining quotes etc. The flower beds around the memorial are to remain.
d)	<b><u>Emptying village dog bins – Councillor Budden</u></b> Councillor Budden passed contact details to clerk. Clerk to contact them and get details for next meeting.
e)	<b><u>Cemetery maintenance – Councillor Budden</u></b> Councillor Budden has drafted a map which will be circulated. Clerk to liaise with Councillor Budden to obtain some quotes.
<b>348/2016</b>	<b><u>Correspondence/communication</u></b>
	Statement received from NS&I showing a cheque for £246 was paid into the account on the 11/12/15. Clerk has written to them requesting details. Clerk will update councillors as soon as she has further information.
b)	Email received for the Best Village Competition Councillors do not wish to enter this year.
c)	Email received regarding the faulty street lamp 64. Clerk has spoken with the contractors and they will try to be on site tomorrow if not, early next week.
d)	Subscription LCR – invoice with correct address is required. Clerk to write requesting one. Subscription renewal is approved.
<b>349/2016</b>	To receive and approve for signature the minutes of the full Parish Council meeting held on 10/12/15. Item 329 e) the word “roads” to be inserted after the words “Church Close footpaths”. 334/2015 a) to include un-cleared cheques £5679.70
<b>350/2016</b>	No matters arose from the above minutes.
<b>351/2016</b>	<b>Finances</b> (previously scrutinised by Councillor Barker, internal financial controller)
a)	As at 31/12/15 Total sum of monies held with Santander £48,417.81, Unity Trust Bank £29,932.99 and National Saving & Investments £3671.82. Staff salaries before PAYE for January £689.15 (to inc December overtime for Mr Jacquest 3.5hrs) were approved.

<b>b) Invoices for payment</b>				
	Payee	Details	Power to Pay	Amount
300088	R Wain	Litter Officer wages	LGA 1972 s.112	£80.50
300089	A Jacquest	Cemetery Caretaker's wages	LGA 1972 s.112	£84.20
300090	A Jacquest	Cemetery caretaker's expenses	LGA 1972 s.112	£10.99
300091	M Fuller	Clerk wages	LGA 1972 s.112	£484.80
300092	M Fuller	Mobile phone top up	LGA 1972	£10
300093	Aylesbury Mains	Street lamp repair (65) invoice no 15673	Highways Act 1980 s.301	£52.80 (vat £8.80)
300104	Aylesbury Mains	Street lamp repair (33) invoice no 15986	Highways Act 1980 s.301	£56.40 (vat £9.40)
300094	Aylesbury Mains	Street lamp repair (3, 9 & 10) invoice no 15910	Highways Act 1980 s.301	£96.24 (vat £16.04)
900095	E-on	Electric for street lighting 01/10/15 – 31/12/15 invoice no H12640EA7B	Highways Act 1980 s.301	£1,360.51 (vat £226.75)
300096	Allseasons	Final cut of the year 11/12/15 invoice no 14725	Open Spaces Act 1906 ss.9 & 10	£204 (vat £34)
300097	Town and Village	Cleaning bus stops 12.20.2015	LGA (Misc Prov) 1953 s.4	£60
300098	AD Electricals	Repair to church floodlights invoice no 3136	LGA 1972 s214	£57.60 (vat £9.60)
300100	Aylesbury Mains	Street lamp repair (64, 7, opp Church) invoice no 16055	Highways Act 1980 s.301	£80.04 (vat £13.34)
300101	Aylesbury Mains	Street lamp repair (15, 34) invoice no 16054	Highways Act 1980 s.301	£56.40 (vat £9.40)
300099	Hartwell Community Centre	Security lighting – electricity Invoice no HCC001041	LGA (Misc Prov) 1976, s.19	£80
300102	AH Contracts	Emptying dog bins invoice no 8408	Open Spaces Act 1906 ss.9 & 10	£123.65
300103	NALC	LCR renewal subscription dated 22.12.15	LGA s112	£17
<b>Total invoices to be paid £2915.13</b>				
<b>352/2016</b>	Councillors to consider quote from Town and Village for £400 to deep clean to remove dirt and greening to village street name signs (61), misc signs and bollards (42) to include 2 salt bins, post box and electronic radar signs. Does the quote include the 2 post boxes along Forest Road and the one at the end of Folly Lane. Would the telephone box be included. Councillors resolved to accept the quote but would like the work undertaken Spring 2016.			
<b>353/2016</b>	Councillors to consider advertising charges for Hartbeat. Information sent in by Mr T Barker (guest editor) emailed to councillors 07/01/16. Councillors resolved to increase the rates of the advertising space in Hartbeat as follows:- Full page £32, Half page £17.50, quarter page £12.50. Deadline for the Spring edition of Hartbeat is Monday 29 <sup>th</sup> February 2016.			
<b>354/2016</b>	To decide whether or not the council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit. Details from NCALC emailed to councillors 07/01/16. Council resolved to remain opted in.			
<b>355/2016</b>	Councillors to consider the council's current Freedom of Information Act document. Councillors considered the original document and changed it accordingly. This document will be available on the Council's website.			
<b>356/2016</b>	Councillors to resolved to move the next meeting to Thursday 18 <sup>th</sup> February 2016.			
	Items for next agenda			

	Cemetery fees – interments and burials Cost of renewing all the dog bins Items for consideration in the next edition of Hartbeat parish council vacancy precept Website launch
	Meeting closed 9.10pm

Please note these minutes will not be considered and/or approved by the parish council until their next on the 18<sup>th</sup> February 2016.