

## **HARTWELL PARISH COUNCIL**

Postal address: 1 Hazel Close, Hartwell, Northamptonshire, NN7 2LA

Telephone: [07947 723 200](tel:07947723200) Email: [clerk@hartwellparishcouncil.gov.uk](mailto:clerk@hartwellparishcouncil.gov.uk)

Website: [www.hartwellparishcouncil.gov.uk](http://www.hartwellparishcouncil.gov.uk)



Minutes of the Hartwell Parish Council's meeting held on Thursday 10<sup>th</sup> November 2016 at 7.30pm at The Lounge, Hartwell Community Centre, School Lane, Hartwell.

Present: Chairman Councillor Deborah Barker, Vice Chairman Councillor Scott Turner, Councillor George Jones, Councillor Graham Harris, Councillor David Heron. Sarah Fuller (Parish Clerk).

Also present: County Councillor Michael Clarke, Mrs Carol Buck (Church Treasurer), Mr Levy and Mr Shaw (Traffic Technology), Mr Clewes and Mr Sparks (Community Centre Committee), 1 member of the public.

<b>546/2016</b>	Apologies for absence. Apologies received and accepted from Councillor John Budden and Councillor Stephen Dawson
<b>547/2016</b>	Declarations of Interest under the Council's Code of Conduct referring to any item on the agenda. No declarations received.
<b>548/2016</b>	To receive and approve for signature the minutes of the full Parish Council meeting held on 13/10/16. Resolved: Accepted and signed by Councillor Deborah Barker, Chairman.
<b>549/2016</b>	Mr Harry Shaw and Mr Allan Levy from Traffic Technology Limited gave the councillors a presentation on their speed indication display boards. The boards are used as a simple, effective means to try and slow traffic down in rural areas. There are various options to highlight the speed at which vehicles are travelling. One option is for the sign to display the speed the vehicle is travelling at. The battery lasts between 7 to 10 days dependent on traffic flow and takes approximately 8 hours to charge. The device weighs 7 kilograms without the battery attached. The battery can be removed without taking down the device. The device comes with a 2 year guarantee. Jubilee clips (13cms in diameter) are used to fix the device to the bracket. The brackets cost £110 each plus vat. The number of vehicles, their travelling speed, time of transit and entrance/exit speed can be monitored and recorded for specific intervals i.e. during school run, midnight till 6am etc. The Parish Council can share the information with police. Training can be given via telephone support, the user manual, YouTube videos, and once purchased, a trainer will attend site and help set up the equipment. A data collector will need to be purchased which aids set up and either it or an android telephone which can be purchased from Traffic Technology. Data is stored on a web app and therefore no software needs to be downloaded onto a computer. Detailed analysis can be provided from the information collected using Traffic Technology's online software. Mr Shaw will provide some examples and prices to Councillor Heron via email and this will be forwarded onto the councillors and clerk.
<b>550/2016</b>	Public participation session – no matters arose
<b>551/2016</b>	<b>Reports from outside bodies:</b>
<b>a)</b>	Mrs Carol Buck, Church Treasurer from St John the Baptist Church provided the following update: The Cairn has been rebuilt by Oakleaf Care and they have proposed that they reduce the height of the hedge so that the churchyard becomes more visible along Ashton Road therefore possibly reducing the risk of Anti-Social Behaviour/Criminal Damage if more of the churchyard can be seen along that particular stretch of road. We are looking for Village Volunteers to repaint all the railings along Forest Road and Ashton Road. The Paint/Brushes would be supplied by the church we just need willing hands. As the Winter is now upon us it would be a Spring Project. Can

	<p>anyone help?</p> <p>The PCC are very grateful for the continued support of the Parish Council towards the cost of the grass cutting. To maintain the churchyard to such a high standard would not be possible without your help.</p> <p>The church is unable to complete its financial commitments for 2016 namely our Parish Share, we will be approximately £2500.00 short. We are awaiting our Insurance Account for 2017 which will be in excess of £1000.00 again. In the summer we underwent a full and extensive revaluation of the church and its property, this year's increase was absorbed by the Insurance Company but we will see the rise in 2017.</p> <p>Councillors Barker and Heron volunteered to help with the painting of the church railings next spring.</p>
<b>b)</b>	<p>County Councillor Michael Clarke from Northamptonshire County Council provided the following update:</p> <p>Councillor Clarke provided the clerk with contact details for the Community Payback team. The County Council will need to increase its part of the council tax next year by 2%. The council's budget for highway is approximately £15,000,000. Two potholes in Salcey Avenue outside numbers 6 and 10 have been reported but unfortunately they have not been repaired/patched. Councillor Jones will send the details to Mr Clarke and he will look into it. Councillor's advised that the parking along the forest verges has greatly improved. Highways are working with Quinton Parish Council regarding the speeding past the village.</p>
<b>c)</b>	District Councillor John Budden was unable to attend the meeting.
<b>d)</b>	<p>Mr George Jones, village parish and highways warden provided the following update: Footpaths and bridleways are in good order. The two gates in Lord's Close have been reported to Allan Rigby, NCC footpath liaison as they are in need of repair. Mr Jones intends to re-report the potholes along Salcey Avenue which have been getting worse. County Councillor Michael Clarke suggested Mr Jones provide the details to him as he maybe able to assist with moving the matter forward.</p>
<b>552/2016</b>	<p>Village parking issues – Forest Road opposite School Lane.</p> <p>County Councillor Michael Clarke suggested Councillors get together a shopping list and once to hand, request a meeting with him, the police and NCC Highways. Councillors will submit any issues to the clerk for collating.</p>
<b>553/2016</b>	<p>Community Centre Committee – funding for a new roof</p> <p>Nathan Clewes from the Community Centre Committee addressed Councillors as Mr Roy Sparks was running late. It is intended that the lighting around the community centre will be updated around Easter next year and at this time, they will also be looking at the internal condition of the roof. It appears that snow is seeping into the hall but currently it comes through as a fine mist. The community centre has lots of ideas for projects to improve and maintain the building and would appreciate any financial assistance the parish council can provide.</p>
<b>554/2016</b>	<b>Updates</b>
<b>a)</b>	<p>To receive an update from Councillor Barker regarding the Executive Planning Committee's recent meeting.</p> <p>Resolved: update noted and the amendments to the committee's terms of reference were agreed as drafted.</p>
<b>b)</b>	<p>To receive an update from the clerk regarding street lighting.</p> <p>Unfortunately the clerk had not received enough information to provide an update. Councillors asked the clerk to approach the clerk from Stoke Bruene to discuss their current street lighting.</p>
<b>555/2016</b>	<b>Correspondence/communication</b>
<b>a)</b>	<p>Email from parishioner wishing to fell a tree along Forest Road at the boundary of their back garden. They contacted NCC Street Doctor who has referred it to the parish council. Email forwarded to Councillors 05/11/16.</p> <p>Resolved: Clerk to email stating the land does not belong to the parish council and therefore the parishioner needs to locate the owners prior to undertaking any works to the tree.</p>

<b>b)</b>	Letter regarding adopting the village phone box – councillors do not want to adopt the phone box.			
<b>c)</b>	Conservation Strategy is to be placed in the circulation envelope. Councillors to read and if applicable, to send their comments to the clerk for collating prior to the next meeting.			
<b>556/2016</b>	<b>Finances</b> (previously scrutinised by Cllr. Dawson, internal financial controller)			
<b>a)</b>	Council's finances up to 31/10/16 Unity £36,965.23 - Santander £55,586.06 (net of outstanding cheques) - NS&I £3451.51 Income received £7,516.25 Hartbeat costs after deduction of postage and printing plus income from ads £896			
<b>b)</b>	Invoices for payment – Resolved: to accept the invoices as set out below:			
Invoice No.	Payee	Details	Power to Pay	Amount (inc vat)
	M Fuller	Clerk's salary	LGA 1972	£834.81
	M Fuller	Expenses (detailed below)	LGA 1972	£191.50
	R Wain	Litter Officer's salary	LGA 1972	£86.40
	JAS Landscapes	Cemetery – grass cutting Aug & Oct 16	Open Spaces Act 1908	£130
6001	NCALC	Risk Assessment training – clerk	LGA 1972	£34
SM17226	Rialtas Business Solutions Ltd	Alpha software annual support fee	LGA 1972	£135.60
8972	AH Contracts	Emptying dog bins	Open Spaces Act 1906	£84
16689	Aylesbury Mains	Repair to street lighting	Highways Act 1980	£56.40
16674	Aylesbury Mains	Repair to street lighting	Highways Act 1980	£66
16658	Aylesbury Mains	Repair to street lighting	Highways Act 1980	£197.04
365	South Court Environmental	Pocket Park – grass cutting	Open Spaces Act 1906	£275
	Nene Whitewater Centre	Youth workers	LGA (Misc) 1976	£540
292.16	Countrywide Fencing	Repairs to War Memorial	War Memorials Act 1923	£3660
	Allseasons			£348
1002299	KallKwik	Hartbeat – printing costs	LGA 1972	£1239
	<b>Total invoices to be paid £7529.85</b>			
<b>c)</b>	Clerk's expenses £197.93 2 x travel to training courses – 66 miles @ .45p = £29.70 Postage stamps for general use and Hartbeat £101.90 Mobile top up £60 Petrol for Pocket Park mower £6.43 Resolved: Approved			
<b>d)</b>	Councillors noted that the works to the war memorial increased by £50 due to contractor needing to treat the tree roots with herbicide.			
<b>557/2016</b>	Councillors to consider moving forward with seeking legal advice on the Pocket Park Management Agreement as drafted by Councillor Barker. Approximately legal fees to be incurred £800 plus vat. Resolved: Legal costs of £400 agreed to enable advice to be given on the draft			

	management agreement. Further costs of £25 were agreed for out of pocket expenses.
<b>558/2016</b>	<b>Cemetery</b>
<b>a)</b>	Application for a headstone (Bexon) Resolved: Approved
<b>b)</b>	Councillors to consider the amendments drafted by the clerk to section 9 and 15 of the council's cemetery regulations. Resolved: amendments agreed as drafted.
<b>559/2016</b>	<b>Quotes</b>
<b>a)</b>	New bench at the top of Forest Road (next to M1 bridge) Councillors would like more time to consider the quotes which were put into the circulation envelope. Decision for this item will be moved to the December meeting.
<b>b)</b>	Replacement of Church floodlights £160 each plus vat to replace with same as existing fittings or £350 each plus vat to replace with LED fittings. Resolved: Councillors agreed to replace both floodlight fittings with LED. Clerk to instruct contractor. The church would like white light.
<b>560/2016</b>	Budget and Precept working group meeting. Resolved: Councillors will meet at the lounge on 24/11/16 at 7.30pm.
<b>561/2016</b>	Overgrown hedges – Folly Lane. Councillor Barker and the clerk have attended site and the hedges have been cut back therefore no further action necessary.
<b>562/2016</b>	This part of the meeting was closed to the public and press as provided in Section 1(2) of the Public Bodies Act 1960 to enable Councillors to discuss the clerk's recent appraisal. Resolved: Clerk's pay grade was increased to LC2 SCP 26.
	Meeting closed 9.45pm
	Items for next agenda Uses for the concrete slab that will be left behind once the phone box is removed. Community funding – pass information onto Nathan Clewes New bench at the top of Forest Road (next to M1 bridge).

These minutes will not be considered nor approved until the next parish council meeting on 8<sup>th</sup> December 2016 at 7.30pm at the Lounge, Hartwell Community Centre.