

## **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)



ESTD 1894

Minutes of the Hartwell Parish Council's meeting held on Thursday 7<sup>th</sup> September 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 (8.04pm), Councillor George Jones, Councillor David Heron, Councillor Graham Harris, Councillor Stephen Dawson.

Also present: Parish Clerk – Sarah Fuller, Mrs Carol Buck, Mrs Jenny Evans and 10 members of the public.

<b>162/2017</b>	To receive and approve apologies for absence. <b>Resolved:</b> The council received apologies from Councillor Childs (work commitments).
<b>163/2017</b>	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). <ul style="list-style-type: none"><li>• Councillor Turner - planning application for 6 Rose Close. This application was discussed and determined at the EPC meeting prior to this meeting in which Councillor Turner did not take part.</li></ul>
<b>164/2017</b>	To receive and approve for signature the minutes of the full Parish Council meetings held on 13/07/17 and 14/08/17. <b>Resolved: Minutes 13/07/17 and 14/08/17 approved as drafted.</b>
<b>165/2017</b>	<b>Public participation session will take place at 7.35pm</b>
<b>a)</b>	Mr Mark Elliott from Mark Elliott Funeral Services in Northampton and Mrs Sue Homer attended the meeting and read out statements on behalf of the family of the Late Mr and Mrs Marshall. Copies of the Statements were provided to the council for consideration. Councillor Barker thanked them for attending.
<b>167/2017</b>	<b>Reports from outside bodies:</b>
<b>a)</b>	To receive an update from County Councillor Michael Clarke on matters relating to Northamptonshire County Council. Mr Clarke was unable to attend but provided the following report:- <ul style="list-style-type: none"><li>• The Council is reporting a projected £3m overspend in the Adult Social Care directorate. Mitigating measures are expected to bring expenditure back in line with budget.</li><li>• The proposal to merge the management of the Fire Service into the management structure of the Police &amp; Crime Commissioners' office was consulted on during the June- August period. Two thirds of the respondents supported the proposals. Based on the overall favourable response, the next steps will be taken to formalise the merger. The change will have no effect on the operational work of the Fire Service. However, it will lead to an increase in shared facilities between the police and fire service, which should contribute to savings.</li><li>• A meeting is being planned between NCC Councillors, the Chief Executive and DCLG officials to discuss financial pressures. The demand led, statutory services provided by the County Council via Children's Services and Adult Social Care, place the Council's finances under enormous pressure, as Government formula grant reduces. One measure up for discussion will be the bringing forward of the retention of 100% of Business Rates.</li></ul>
<b>b)</b>	To receive an update from District Councillor John Budden on matters relating to South Northants Council. Mr John Budden was not in attendance for this part of the meeting.
<b>c)</b>	To receive an update from Mrs Carol Buck relating to St John the Baptist Church:-

	<ul style="list-style-type: none"> <li>All the tree works have been completed by HTC Arbor Services of Chapel Farm Hartwell. We have had many compliments on how neat and tidy the churchyard is looking. As for the area at the front gate where the tree came down earlier this year at present there is no intention of planting anything to replace it. The area now opens the beauty of our Grade2* listed building in the village for all to see. There is some further tidying up to do: removing Ivy from headstones picking up rubbish and generally tidying up the churchyard, we are hoping to get this done before the winter months set in.</li> <li>We have a Concert this coming Friday 8<sup>th</sup>, 5Ways Byfield Barbershop Chorus are coming to entertain us, I think this is the 10<sup>th</sup> or even the 11<sup>th</sup> year of coming to Hartwell. All proceeds from the night are for the Fabric Fund, we have had to take £3006.00 out of to pay HTC. The concert is being sponsored by Crucial Health &amp; Safety. £5 on the door for Adults, £3.50 children under 12, Biscuits, Cheese and Wine, Tea or Coffee will be served in the interval, there will also be a Raffle with some beautiful prizes to be won. I would like to invite as many of you as possible to come and join us on Friday for a good night's entertainment, start time 7.30pm.</li> <li>The Remembrance service this year will be taken jointly by John Buck and Peter Angus both of whom are Licensed Lay Readers. Rev. Mike Burton will be taking the service at Roade.</li> </ul>
d)	<p>To receive an update from Mr George Jones relating to highways and footpaths around the village:-</p> <p>Mr Jones has reported an unsafe stile and footpath. Three new kissing gates have been installed on footpaths connected to Weston's Farm. The gate at Lords Close has a new lever latch but further work is still needed. 3 potholes along Blacksmiths Way seem to have been identified by NCC as they have yellow marks around them. Mr Jones is working along side the clerk to complete tasks identified on the Village Asset Report. The street lamp opposite Wood Lane is being obscured by the trees which he will shortly report to NCC. The signpost leading to Ashton still needs to be moved. Ditches between Kits Close and Forest Glade are being obstructed by debris and these will need to be reported on Street Doctor (clerk to report). Councillor Heron mentioned 2 potholes along Park Road and Mr Jones will report these.</p>
172/2017	<p>Youth club would like to change their hours to 4.30-6pm every Monday during term time. They would like use of the hall and lounge 4-6.30pm.</p> <p><b>Resolved:</b> Councillors resolved to move this part of the meeting as Jenny Evans, Youth Project manager was in attendance.</p> <p>Council agreed to the change of hours for the Youth Club and noted that it was now being aimed at Year 5 and 6 children although older children were still being welcomed albeit on a mentoring basis. Mrs Evans verbal report was duly noted and the Clerk will pop up flyers in the noticeboards. Councillor Barker will email Mrs Evans with dates of the next edition of Hartbeat so adverts can be placed for the Youth Club.</p>
168/2017	<p><b>Correspondence/communication</b> – to consider any received as listed below and/or prior to meeting.</p>
a)	<p>NCALC Annual General Meeting on Saturday 7<sup>th</sup> October from 10am-1pm. Council to consider nominating members to attend.</p> <p><b>Resolved:</b> Councillor Budden will attend. No motions to put forward.</p>
b)	<p>SNC Invitation to Local Plan Part 2 Consultation Briefing Sessions to be held on 19/09/17 between 2-4pm and 20/09/17 between 6-8pm. Council to consider nominating members to attend.</p> <p><b>Resolved:</b> Councillor Budden will attend.</p>
c)	<p>Invitation to meet with Stephen Mold, PCC at 7pm on either 10/10 – 15/11 – 21/12. Council to consider nominating members to attend.</p> <p><b>Resolved:</b> Councillor Budden will attend one of the meetings and report back.</p>
d)	<p>Clerk to Milton Malsor regarding "Parishes against pollution".</p> <p><b>Resolved:</b> No action required. Content duly noted.</p>
e)	<p>Two emails received from different parishioners regarding parking on the grassed area along Forest Road.</p> <p><b>Resolved:</b> As the parish council does not have any powers to remove or stop</p>

	vehicles from parking on the grassed area, council suggest parishioners take photographs and send them to the chief constable. Clerk to respond accordingly.			
<b>169/2017</b>	<b>Updates</b>			
a)	Councillor Barker to update the Council with regards to the most recent Executive Planning Committee Meeting. <b>Resolved:</b> Duly noted.			
b)	Councillor Ben Childs NCALC's "Off to a Flying Start" Course on Wednesday 6 September 2017. <b>Resolved:</b> Councillor Childs was not in attendance at the meeting so could not update council regarding the course.			
c)	Councillor Barker to update Council with regards to the Village Asset Walk which took place in August. <b>Resolved:</b> Duly noted. Councillor Budden reported the pavement outside 22 Ashton Road as it is very uneven. Council noted during the asset walk 2 trees along Park Road had been removed and not replaced. Council would like to replace those trees with Prunus 'Spire' a popular ornamental cheery tree. After some discussion it was agreed Councillor Barker would order 5 trees with surround guards to protect them from damage.			
d)	Councillor Barker to update Council regarding the Pocket Park Agreement. If the Pocket Park have any queries, Council to consider these at the meeting. <b>Resolved:</b> Agreed as drafted. The agreement will be signed by the parish council once the Pocket Park Management Committee have arranged insurance cover.			
<b>170/2017</b>	<b>Finances</b> (previously scrutinised by Cllr. Dawson, internal financial controller)			
a)	Councillor Dawson to provide summary of Council's finances. Unity Trust Bank £23,603.56 Santander £62,979.44 Earmarked funds £44,218.59 Receipts - £388 burial plot fees			
b)	Council to nominate who will approve this month's bank transfers. <b>Resolved:</b> Councillors Barker and Heron			
c)	Parish Council insurance due for renewal on 01/10/17 £2,020.64. Council to agree renewal of insurance. <b>Resolved:</b> Agreed			
d)	Council to consider renewing their online subscription to Parishes Online (Get Mapping) £33.60. <b>Resolved:</b> Agreed			
e)	Council to consider renewing their subscription to LCR magazine and to add an additional subscription for Councillor Deborah Barker. Total subscription fee £34. <b>Resolved:</b> Only one subscription required as Councillor Budden will share his copy with Councillor Barker. This will reduce the subscription fee to £17.			
f)	To consider invoices for payment (as set out below & any rec'd prior to the meeting)			
<u>Reference</u>	<u>Payee</u>	<u>Details</u>	<u>Power to Pay</u>	<u>Amount (inc vat)</u>
Aug 17	M Fuller	Clerk's wages	LGA 1972 s112	£744.21
Aug 17	R Wain	Litter Officer's wages	LGA 1972 s112	£96
9507	AH Contracts Ltd	Emptying dog bins (Jul)	Open Spaces Act 1906 ss9-10	£84 (£14)
9566	AH Contracts Ltd	Emptying dog bins (Aug)	Open Spaces Act 1906 ss9-10	£84 (£14)
965	RTM Landscapes Ltd	Village grass cutting (Jul)	Open Spaces Act 1906 ss9-10	£459 (£76.50)
999	RTM Landscapes Ltd	Village grass cutting (Aug)	Open Spaces Act 1906 ss9-10	£459 (£76.50)
25660	RBS Ltd	Software training for clerk	LGA 1972 s112	£559.80 (£93.30)
4866	Nene Whitewater Centre	Youth club workers 24/04-22/05	LGA (Misc Prov.) 1976 s19 (e)	£432 (£72)
	BDO	External Audit	LGA 1972 s112	£360

	Viking	Office supplies	LGA 1972 s112	£149.44
4967	Nene Whitewater Centre	Youth club workers 05/06-24/07	LGA (Misc Prov.) 1976 s19 (e)	£756 (£126)
<b>171/2017</b>	Council to nominate which members will sit on this year's Community Grant Panel. Please bring your diaries to discuss availability for week commencing 25/09/17. <b>Resolved:</b> Councillors Jones, Barker, Harris and Budden. Panel meeting will take place on Tuesday 26 <sup>th</sup> September at 7pm. Clerk to book lounge and inform applicants.			
<b>173/2017</b>	<b>Hartwell Cemetery</b>			
<b>a)</b>	Council to consider adopting the drafted Cemetery Regulations. <b>Resolved:</b> Agreed.			
<b>b)</b>	Council to consider carrying out a Health and Safety check of the cemetery. <b>Resolved:</b> Councillors Heron and Budden will undertake the check.			
<b>c)</b>	Council to consider application for a headstone. <b>Resolved:</b> Agreed as long as the dimensions meet our regulations. Clerk to check with stone mason.			
<b>174/2017</b>	Council to consider drafting a Village Design Statement <b>Resolved:</b> Councillor Barker to amend the description of the village provided by SNC. Councillors will take some photographs of historical features i.e. two war memorials etc			
<b>175/2017</b>	Council to consider what assistance they can provide to promote sports within the village. <b>Resolved:</b> Councillors Turner and Harris gather information over the next couple of months, it will then be given further consideration at another meeting.			
<b>176/2017</b>	Council to consider reviewing the Parish Plan 2012. <b>Resolved:</b> Councillors will review each section of the parish plan via circulation envelope. Councillor Barker will collate any comments councillors make.			
<b>177/2017</b>	Council to nominate person(s) to lay the Remembrance Wreath. <b>Resolved:</b> Mrs Jayne Clancy – clerk to find out contact details.			
	<u>Items for next agenda</u> Planting Daffodil bulbs up by the M1 Bridge – consider getting the youth club involved. Cemetery flower holder – Councillor Barker to get prices. Village Design Statement.			
There being no further business to discuss, the Chairman closed the meeting at 10pm				