

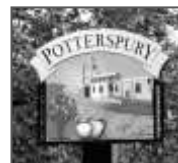
Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurty.org

228 Park Lane, Northampton, NN5 6QW 01604 587265 www.potterspurty.org.uk



MINUTES of the meeting of Potterspurty Parish Council held on Wednesday 10 April 2024 at 7:30pm in St Nicholas Church Meeting Room.

Councillors present: Dr S Parkin (Chair), Mrs J Millidge, Mr I Garbutt, Mrs B Silvester, Mrs C Nagle, Mr S Dring, Mr S Norris, Mr G Lucas, Mrs J Blunden.

Parish Clerk: Mrs J Spence.

Apologies: Cllr Neubersch, Cllr Capps.

Also present: WNC Ward Cllr William Barter and one member of the public.

Mr C Coppin, NHW Coordinator & Police Liaison Rep sent his apologies.

6501	APOLOGIES: <i>It was resolved to approve the apologies for absence from Cllrs Neubersch and Capps.</i>	
6502	MINUTES: <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 13 March 2024, which were duly signed by the Chair.</i>	
6503	MATTERS ARISING: None.	
6504	DECLARATION OF INTEREST UNDER COUNCIL'S CODE OF CONDUCT: None.	
6505	MINUTES ACTION REPORT: Noted.	
6506	PAYMENTS & BANK RECONCILIATION: Cllr Silvester checked invoices and payments lists prior to approval and bank reconciliation documents.	
6507	PUBLIC FORUM: The Member of the public did not wish to address the PC.	
6508	NHW COORDINATOR & POLICE LIAISON REP: Mr Coppin submitted email report. Crime figures: February – SN 103 (Potterspurty 6). Beat Bus visited on 27 March. Police contacted on 8/4/24 concerning ASB of persons riding up and down High Street, requesting information. Email and Text scams continue – advice never click on link unless absolutely confident. Dashcam – Operation Snap – allows public to report driving offences in Northants by completing form and uploading video evidence.	
6509	WNC WARD COUNCILLOR: Cllr William Barter: Cllr Barter contacted National Highways regarding old and out of use signage still on or near A5. Election for Police Fire & Crime Commissioner on 2/5/24 – 3 candidates.	
6510	PLANNING (i) Planning Applications: 2024/1528/OUT Outline planning permission (all matters reserved with the exception of access) for the erection of six self and custom build properties. Allotment Gardens, Poundfield Road. <i>It was resolved to submit a response of objection to WNC Planning.</i> Copy on PC website. (ii) Planning Decisions: 2024/0371/TPO Works to Trees. 1 High Street. Approved 05/03/24. Noted. (iii) Other Planning Matters: WNS/2022/1741/EIA Application for full planning permission for the erection of 9 x employment units. Furtho Pits, Old Stratford. Nothing to report.	JS
6511	PLAY AREAS: (i) Inspection Reports March-April: (a) Meadow View: Cllr Garbutt submitted email reports. (b) Mays Way, Blackwell End & Village Hall: Cllr Millidge submitted report. (c) Skatepark: Cllr Garbutt - weekly inspection reports submitted by email. (d) Items requiring attention will be referred to Handyman. (ii) Inspection Rota: April-May: (a) Meadow View: Cllr Blunden (replaced Cllr Parkin). (b) Mays Way, Blackwell End, Village Hall: Cllr Norris.	JS

(c)	Skatepark Weekly: Cllr Garbutt. The condition of the concrete has been raised. Clerk to research professional resurfacing companies.	JS																																																																																					
6512	<p>FINANCE:</p> <p>(i) Reports from Clerk:</p> <p>(a) <i>It was resolved to approve 2023-2024 FYE Budget Report.</i></p> <p>(b) <i>It was resolved to approve April Budget Report.</i></p> <p>(c) <i>It was resolved to approve 2023-2024 FYE Reserves Report - £59,149 (Specific & Ring-Fenced £28,918, General £30,231).</i></p> <p>(d) <i>It was resolved to approve 2023-2024 FYE Bank Reconciliation.</i></p> <p>(ii) Bank Balances: Total £62,073.47 (31/03/24).</p> <p>(a) Lloyds Current: £12,764.80 (31/03/24).</p> <p>(b) Lloyds Deposit: £49,308.67 (31/03/24).</p> <p>(iii) Receipts:</p> <p>(a) Lloyds Deposit: March interest - £121.05.</p> <p>(b) HMRC: VAT Repayment 1/11/23-29/2/24 - £1,138.34.</p> <p>(iv) Streetlight Electricity Contract Renewal: <i>It was resolved to accept quotation provided by Clear Utility Solutions for Yu Energy for new 3-year contract commencing 1/6/24.</i> It was noted that NPOWER also quoted but were considerably more expensive. Octopus and EDF were also approached but were unable to quote. Existing contract with NPOWER ends 31/5/24.</p> <p>(v) PRG Charity: Allotment insurance 2024-25 payment £170.65 ratified - Chris Knott Insurance Consultants Ltd.</p> <p>(vi) CPRE Membership: It was resolved not to renew the membership.</p> <p>(vii) Payments: It was resolved to approve bank transfers as listed below, checked by Cllr Silvester. To be authorised by Cllr Norris and Cllr Millidge.</p> <table border="1" data-bbox="261 958 1401 1653"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD472</td> <td>15.4.24 Tesco Mobile</td> <td>6.25</td> <td>1.25</td> <td>7.50</td> </tr> <tr> <td>DD473</td> <td>30.4.24 PWLB: Loan repayment</td> <td>63.47</td> <td>0.00</td> <td>63.47</td> </tr> <tr> <td></td> <td>TOTAL DIRECT DEBITS</td> <td>69.72</td> <td>1.25</td> <td>70.97</td> </tr> <tr> <td>474</td> <td>J Spence: Clerk March salary £903.93, mileage £19.35, office £54.01.</td> <td>971.04</td> <td>6.25</td> <td>977.29</td> </tr> <tr> <td>475</td> <td>HMRC: March Clerk PAYE £226.20, Employer NI £51.35</td> <td>277.55</td> <td>0.00</td> <td>277.55</td> </tr> <tr> <td>476</td> <td>The Old Mail: Advert – Councillor vacancies</td> <td>23.00</td> <td>0.00</td> <td>23.00</td> </tr> <tr> <td>477</td> <td>B Osborne: Payroll services Jan-Mar 2024</td> <td>69.00</td> <td>0.00</td> <td>69.00</td> </tr> <tr> <td>478</td> <td>A Stockton: Litter picking March</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>479</td> <td>West Northants Council: Green waste bins Churchyard</td> <td>116.00</td> <td>0.00</td> <td>116.00</td> </tr> <tr> <td>480</td> <td>Smith of Derby: St Nicholas Church clock service</td> <td>292.00</td> <td>58.40</td> <td>350.40</td> </tr> <tr> <td>481</td> <td>DNH Contracts: Dog bins March</td> <td>120.00</td> <td>24.00</td> <td>144.00</td> </tr> <tr> <td>482</td> <td>R Phillips: Handyman labour £172.60 & Materials £61.44</td> <td>223.80</td> <td>10.24</td> <td>234.04</td> </tr> <tr> <td>483</td> <td>RTM Landscapes: Grounds maintenance</td> <td>664.00</td> <td>132.80</td> <td>796.80</td> </tr> <tr> <td>484</td> <td>NPOWER: Streetlight electricity March</td> <td>185.65</td> <td>9.28</td> <td>194.93</td> </tr> <tr> <td></td> <td>TOTAL TRANSFERS</td> <td>3042.04</td> <td>240.97</td> <td>3283.01</td> </tr> <tr> <td></td> <td>TOTAL APRIL PAYMENTS</td> <td>3111.76</td> <td>242.22</td> <td>3353.98</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	DD472	15.4.24 Tesco Mobile	6.25	1.25	7.50	DD473	30.4.24 PWLB: Loan repayment	63.47	0.00	63.47		TOTAL DIRECT DEBITS	69.72	1.25	70.97	474	J Spence: Clerk March salary £903.93, mileage £19.35, office £54.01.	971.04	6.25	977.29	475	HMRC: March Clerk PAYE £226.20, Employer NI £51.35	277.55	0.00	277.55	476	The Old Mail: Advert – Councillor vacancies	23.00	0.00	23.00	477	B Osborne: Payroll services Jan-Mar 2024	69.00	0.00	69.00	478	A Stockton: Litter picking March	100.00	0.00	100.00	479	West Northants Council: Green waste bins Churchyard	116.00	0.00	116.00	480	Smith of Derby: St Nicholas Church clock service	292.00	58.40	350.40	481	DNH Contracts: Dog bins March	120.00	24.00	144.00	482	R Phillips: Handyman labour £172.60 & Materials £61.44	223.80	10.24	234.04	483	RTM Landscapes: Grounds maintenance	664.00	132.80	796.80	484	NPOWER: Streetlight electricity March	185.65	9.28	194.93		TOTAL TRANSFERS	3042.04	240.97	3283.01		TOTAL APRIL PAYMENTS	3111.76	242.22	3353.98	JS JS JS JS
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6513	<p>PARISH COUNCIL MATTERS:</p> <p>(i) Mill Pond Meadow: Cllr Lucas reported that RTM Landscapes had done an excellent job mowing the footpaths with mower rather than strimming. The pond needs further excavation – Clerk to book Dave Hubbard to excavate early October. Thanked neighbours who provided additional flowers.</p> <p>(ii) Councillor Vacancies (2): No interest received following advertisements - Old Mail, PC Noticeboard and Facebook. Councillors to approach people who may be interested.</p> <p>(iii) Churchyard Lime Trees Pollarding: Invitations to quote sent out – deadline 3/5/24.</p> <p>(iv) PC Asset Register 2023-2024: It was resolved to approve.</p> <p>(v) PC Risk Assessment 2023-2024: It was resolved to approve.</p>	JS Cllrs JS JS																																																																																					

6514	<p>VILLAGE MATTERS</p> <p>(i) Defibrillator Monthly Check: Cllr Parkin reported in working order.</p> <p>(ii) CCTV/ANPR Monthly Check: Cllr Parkin reported in working order.</p> <p>(iii) Vehicle Activated Signs: Cllr Parkin met Steve Barber from Kier in the village to discuss the possible installation of VAS equipment in High Street, Church End and Poundfield Road. Suitable street furniture was identified (cannot be installed on wooden poles and must be over a verge, not over where people walk). Mr Barber will issue the required Section 50 Notice for the sites – nearby residents to be notified. One rechargeable, Elan City mobile VAS being considered the preferred option for moving to different locations at intervals. <i>It was resolved to seek grant funding to purchase equipment once Section 50 Notice received.</i></p> <p>(iv) John Hellins Primary School: Replies received – 25/3/24 from school office - will open just one gate at High Street exit as a trial for 2 weeks after Easter holiday. 28/3/24 from School Governors – share PC concerns about speeding traffic and unsafe parking and are investigating what further measures the school can undertake to highlight the issue of unsafe parking.</p> <p>(v) Dead Tree - Mr Allen's Land: Email 15/3/24 from Mr Harris at Berrys awaiting confirmation of meeting date with contractor for removal of tree.</p> <p>(vi) Towcester Juniors FC: <i>It was resolved to approve continued use of small pitch on Saturday mornings for maximum of 2 teams for 2024-2025 season.</i></p>	<p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p>
6515	<p>Annual Reports from Village Groups:</p> <p>(i) Parish Council Chairman.</p> <p>(ii) Parish Council Finance.</p> <p>(iii) WNC Deanshanger Ward – Cllr William Barter.</p> <p>(iv) SN Neighbourhood Police.</p> <p>(v) NHW Coordinator and Police Liaison Representative.</p> <p>Copies of all reports can be found on PC website – www.potterspurypc.org.uk</p>	<p>JS</p>
6516	<p>CONSULTATIONS:</p> <p>West Northants Local Plan – Parish Engagement: PC response submitted 30/3/24. It was noted that Furtho Hamlet is associated with Potterspury which is considered a good thing for the future.</p>	
6517	<p>CORRESPONDENCE: Consider as listed and other items received.</p> <p>9/4/24 telephone: Mrs Ives asked if PC would consider boarding up the window spaces in bus shelter as drafty inside and seat gets wet. <i>It was resolved will not consider as passengers unable to see bus approach and could encourage more vandalism. It was resolved to ask Handyman to obtain quote for unbreakable poly carbonate 'glass'.</i></p>	<p>JS</p> <p>JS</p>
6518	<p>UPDATES: None.</p>	
6519	<p>Next Meetings: Wednesday 8 May 2024 – Village Hall.</p> <p>7:00pm Annual Meeting.</p> <p>Followed by Parish Council Meeting.</p>	
	<p>Meeting closed 9:15pm</p>	
		<p>JES 15/04/2024</p>

Signed _____ Date _____