

Potterspurvy Parish Council

Chairman: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurvy.org

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



NOTICE OF MEETING OF POTTERS PURVY PARISH COUNCIL

Dear Sir / Madam

I hereby give you notice that the **MEETING OF THE COUNCIL** of the above-named Parish will be held on **WEDNESDAY 10 JULY 2024 in Village Hall starting at 7:30 pm.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Members of the public and press are invited to attend.

Jane Spence – Clerk
3 July 2024

AGENDA

1	APPROVE APOLOGIES FOR ABSENCE.
2	APPROVE MINUTES: (i) Annual Meeting of Potterspurvy Recreation Ground Charity held on 12 June 2024. (ii) Potterspurvy Parish Council meeting held on 12 June 2024.
3	MATTERS ARISING from previous meetings. (i) Potterspurvy Community Shield Award 2023 Presentation.
4	DECLARATION OF INTEREST under the Council's Code of Conduct.
5	SUMMARY OF MINUTES ACTION REPORT.
6	PAYMENTS VERIFICATION: Councillor to check invoices and payments list, prior to approval.
7	PUBLIC FORUM: Members of the public are invited to address the council. This session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting.
8	REPORT FROM NHW COORDINATOR & POLICE LIAISON REP.
9	REPORT FROM WNC WARD COUNCILLOR.
10	PLANNING: (i) PLANNING DECISIONS: 2024/1440/LDP Lawful Development Certificate (Proposed) for a biomass heating system and accompanying insulated pipe work. Springfield Farm. Approval 14/6/24.
11	PLAY AREAS (i) RECEIVE INSPECTION REPORTS: June-July: (a) Meadow View – Cllr Millidge. (b) Mays Way, Blackwell End, Village Hall - Cllr Silvester. (c) Skatepark Weekly – Cllr Garbutt. (ii) INSPECTION ROTA: July-August: (a) Meadow View – Cllr Blunden. (b) Mays Way, Blackwell End & Village Hall – Cllr Neubersch. (c) Skatepark Weekly – Cllr Garbutt. (iii) INSPECTION ROTA: August-September: (a) Meadow View – Cllr Dring. (b) Mays Way, Blackwell End & Village Hall – Cllr Parkin. (c) Skatepark Weekly – Cllr Garbutt. (iv) SKATEPARK CONCRETE SURFACING: Receive update. (v) MV PLAY AREA SURFACE: Receive update.
12	FINANCE (i) RECEIVE BUDGET REPORT FROM CLERK. (ii) BANK BALANCES: TOTAL £79,056.23 (30/06/24). (a) Lloyds Current: £7,354.89 (30/06/24). (b) Lloyds Deposit: £60,701.64(30/06/24). (c) 17/6/24 Lloyds Transfer request £11,000 from Deposit to Current – matures 19/7/24.

<p>(iii) RECEIPTS: (a) Lloyds Deposit: June interest £129.11. (b) AFC Towcester Adults FC: Football pitch rent 2024/25 £200.00. (c) PCC: 2 x Churchyard memorials £300.00. (iv) CHURCHYARD LIME TREES POLLARDING QUOTATIONS: Receive report from FWG. (v) CLERK – Following Clerk Appraisal 10/6/24: (a) Consider NJC Pay grade review: <ul style="list-style-type: none"> • Increase to LC2 SCP23 backdated to 1 April 2024. • Increase to LC2 SCP24 from 1 April 2025. (b) Consider payment for additional 25 hours worked November 2023-June 2024: (c) Consider Mileage reimbursement to NJC rate £0.65p per mile. (d) Approve and sign updated Contract of Employment dated 10 June 2024. (vi) APPROVE ONLINE PAYMENT TRANSFERS (plus any further payments requested by Clerk).</p>	<table border="1"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD507</td> <td>15.7.24 Tesco Mobile</td> <td>6.25</td> <td>1.25</td> <td>7.50</td> </tr> <tr> <td>DD508</td> <td>Yu Energy: Awaiting invoice</td> <td></td> <td></td> <td></td> </tr> <tr> <td>509</td> <td>J Spence: Clerk June salary £904.13, mileage £26.65, office £60.05</td> <td>990.83</td> <td>0.00</td> <td>990.83</td> </tr> <tr> <td>510</td> <td>HMRC: June Clerk PAYE £226, Employer NI £51.35</td> <td>277.35</td> <td>0.00</td> <td>277.35</td> </tr> <tr> <td>511</td> <td>A Stockton: Litter picking June</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>512</td> <td>B Osborne: Payroll services April-June 2024</td> <td>70.50</td> <td>0.00</td> <td>70.50</td> </tr> <tr> <td>513</td> <td>Electricity Network Contractors: Streetlight 94 new LED</td> <td>398.00</td> <td>79.60</td> <td>477.60</td> </tr> <tr> <td>514</td> <td>DNH Contracts: Dog bins June</td> <td>120.00</td> <td>24.00</td> <td>144.00</td> </tr> <tr> <td>515</td> <td>RTM Landscapes: Trees 4714 & grounds contract 4749</td> <td>1868.00</td> <td>373.60</td> <td>2241.60</td> </tr> <tr> <td>516</td> <td>Bee Tee Alarms: CCTV Annual Maintenance Fee</td> <td>80.00</td> <td>16.00</td> <td>96.00</td> </tr> <tr> <td>517</td> <td>R Phillips: Handyman labour and materials</td> <td>608.59</td> <td>33.91</td> <td>642.50</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL TRANSFERS</td> <td>4513.27</td> <td>527.11</td> <td>5040.38</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL JULY PAYMENTS</td> <td>4519.52</td> <td>528.36</td> <td>5047.88</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>8.8.24 J Spence: Clerk July salary £904.13, mileage £24.05, office £19.25</td> <td>947.43</td> <td>0.00</td> <td>947.43</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	DD507	15.7.24 Tesco Mobile	6.25	1.25	7.50	DD508	Yu Energy: Awaiting invoice				509	J Spence: Clerk June salary £904.13, mileage £26.65, office £60.05	990.83	0.00	990.83	510	HMRC: June Clerk PAYE £226, Employer NI £51.35	277.35	0.00	277.35	511	A Stockton: Litter picking June	100.00	0.00	100.00	512	B Osborne: Payroll services April-June 2024	70.50	0.00	70.50	513	Electricity Network Contractors: Streetlight 94 new LED	398.00	79.60	477.60	514	DNH Contracts: Dog bins June	120.00	24.00	144.00	515	RTM Landscapes: Trees 4714 & grounds contract 4749	1868.00	373.60	2241.60	516	Bee Tee Alarms: CCTV Annual Maintenance Fee	80.00	16.00	96.00	517	R Phillips: Handyman labour and materials	608.59	33.91	642.50		TOTAL TRANSFERS	4513.27	527.11	5040.38		TOTAL JULY PAYMENTS	4519.52	528.36	5047.88							8.8.24 J Spence: Clerk July salary £904.13, mileage £24.05, office £19.25	947.43	0.00	947.43
TR no	PAYEE	Net £	VAT £	Total £																																																																													
DD507	15.7.24 Tesco Mobile	6.25	1.25	7.50																																																																													
DD508	Yu Energy: Awaiting invoice																																																																																
509	J Spence: Clerk June salary £904.13, mileage £26.65, office £60.05	990.83	0.00	990.83																																																																													
510	HMRC: June Clerk PAYE £226, Employer NI £51.35	277.35	0.00	277.35																																																																													
511	A Stockton: Litter picking June	100.00	0.00	100.00																																																																													
512	B Osborne: Payroll services April-June 2024	70.50	0.00	70.50																																																																													
513	Electricity Network Contractors: Streetlight 94 new LED	398.00	79.60	477.60																																																																													
514	DNH Contracts: Dog bins June	120.00	24.00	144.00																																																																													
515	RTM Landscapes: Trees 4714 & grounds contract 4749	1868.00	373.60	2241.60																																																																													
516	Bee Tee Alarms: CCTV Annual Maintenance Fee	80.00	16.00	96.00																																																																													
517	R Phillips: Handyman labour and materials	608.59	33.91	642.50																																																																													
	TOTAL TRANSFERS	4513.27	527.11	5040.38																																																																													
	TOTAL JULY PAYMENTS	4519.52	528.36	5047.88																																																																													
	8.8.24 J Spence: Clerk July salary £904.13, mileage £24.05, office £19.25	947.43	0.00	947.43																																																																													
<p>13 (i) (ii)</p>	<p>PARISH COUNCIL MATTERS: COUNCILLOR VACANCIES: Receive update. WINTER GRITTING ROUTES 2024-25: Include Potterspurty in precautionary routes. (Circ 2/7).</p>																																																																																
<p>14 (i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x) (a) (b) (xi) (xii)</p>	<p>VILLAGE MATTERS: MILL POND MEADOW: Report from Cllr Lucas. DEFIBRILLATOR – HIGH STREET: Receive monthly report. CCTV/ANPR: Receive monthly report. VAS EQUIPMENT: Receive update. DEAD TREE ON MR ALLEN’S LAND BY MV STREAM: Receive update on contact with Berrys. WATER - CHURCH END: High water and drains issues – receive update. WATER RUN-OFF FROM FIELDS CHURCH END/YARDLEY ROAD: Update. CREATED ACCESS 3 HOMESTEAD WAY TO MANSION GARDENS: Consider. (Circ 19/6 & 26/6). FIREWORKS DISPLAY 02/11/2024: Consider application to hold in Meadow View playing field. PSSC: (a) Consider proposal to extend clubhouse. (Circ 17/6). (b) Report of damage to storage unit. (Circ 3/7). (xi) OVERGROWN FOOTPATH BEHIND 24 MANSIONS GARDENS: Receive report from Cllr Millidge. (xii) NEW SINK HOLE – HIGH STREET: Receive update on report to FixMyStreet 1/7/24. (Circ 2/7).</p>																																																																																
<p>15 (i) (ii) (iii)</p>	<p>CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting. (i) Email 18/6/24: Duchess Gardens resident request to prune Sycamore tree in Mays Way play area (Circ 19/6). (ii) Email 27/6/24: Resident Drovers Way overgrown hedge from farmland and Grafton Close (Circ 1/7 & 2/7). (iii) Email 2/7/24: Shelves in bus shelter for book swap (Circ 3/7).</p>																																																																																
<p>16</p>	<p>UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.</p>																																																																																
<p>17</p>	<p>Next Parish Council meeting - Wednesday 11 September 2024 – Village Hall.</p>																																																																																