

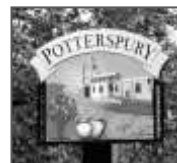
Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurty.org

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MINUTES of the meeting of Potterspurty Parish Council held on Wednesday 10 July 2024 at 7:30pm in Potterspurty Village Hall.

Councillors present: Dr S Parkin (Chair), Mr I Garbutt, Mrs C Nagle, Mr S Norris, Mr R Capps, Mr G Lucas, Mr N Neubersch, Mrs J Blunden, Mrs B Silvester

Parish Clerk: Mrs J Spence.

Apologies: Cllrs Dring, Skelton and Millidge.

Also present: WNC Ward Cllr William Barter and 2 members of the public.

6558	APOLOGIES: <i>It was resolved to approve the apologies for absence from Cllrs Dring, Skelton and Millidge.</i>	
6559	MINUTES:	
(i)	<i>It was resolved to approve as a true record the Minutes of the Annual Meeting of Potterspurty Recreation Ground Charity held on 12 June 2024, which were duly signed by the Chair.</i>	
(ii)	<i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 12 June 2024, which were duly signed by the Chair.</i>	
6560	MATTERS ARISING: Potterspurty Community Shield Award 2023-2024 The Chair, Cllr Steve Parkin, presented the award jointly to Kenny Russell and Pam Russell who, by growing and selling plants and baking and selling cakes, have raised over £3,000 this year for South Northants Community Responders, and last year in the region of £1,000 for Potterspurty Pre-school. Cllr Parkin commended their generous fundraising and thanked them on behalf of the Parish Council and residents of Potterspurty. Pam and Kenny plan to continue their fundraising next year and welcome suggestions for recipients.	
6561	DECLARATION OF INTEREST UNDER COUNCIL'S CODE OF CONDUCT: None.	
6562	MINUTES ACTION REPORT: Noted.	
6563	PAYMENTS & BANK RECONCILIATION: Cllr Capps checked invoices and payments lists prior to approval and bank reconciliation documents.	
6564	PUBLIC FORUM: Nothing to report.	
6565	NHW COORDINATOR & POLICE LIAISON REP: No report.	
6566	WNC WARD COUNCILLOR: Cllr William Barter: Local Transport Plan Consultation approved by Cabinet. Landlines will be converted to Digital Voice – Power Switch Telephone Network (PSTN) by December 2027. No cost to consumer and keep the same number. Possible issues include power cuts and vulnerable people without broadband. People with Council alarm pendants will be identified, but some vulnerable people not registered with Social Services will need to be identified. Cllr Parkin suggested the PC do a village survey to pass on the information to WNC and BT.	JS
6567	PLANNING: Planning Decisions: 2024/7103/FULL Lawful Development Certificate (Proposed) for a biomass heating system and accompanying insulated pipe work. Springfield Farm. Approval 14/06/24.	
6568	PLAY AREAS:	
(i)	Inspection Reports June-July:	
(a)	Meadow View: Cllr Millidge submitted email report.	

<ul style="list-style-type: none"> (b) Mays Way, Blackwell End & Village Hall: Cllr Silvester submitted paper report. (c) Skatepark: Cllr Garbutt - weekly inspection reports submitted by email. (d) Items requiring attention will be referred to Handyman. (ii) Inspection Rota: July-August: <ul style="list-style-type: none"> (a) Meadow View: Cllr Blunden (b) Mays Way, Blackwell End, Village Hall: Cllr Neubersch. (c) Skatepark Weekly: Cllr Garbutt. (iii) Inspection Rota: August-September: <ul style="list-style-type: none"> (a) Meadow View: Cllr Blunden (for Cllr Dring) (b) Mays Way, Blackwell End, Village Hall: Cllr Parkin. (c) Skatepark Weekly: Cllr Garbutt. (iv) Skatepark Concrete Surface: Obtain professional advice and report at September PC meeting. (v) Meadow View Play Area Surface: Meeting arranged with Kompan on 15/7/24 – Cllrs Parkin and Neubersch attending. 		<p style="text-align: right;">JS</p> <p style="text-align: right;">JS SP NN</p>																																																																											
<p>6569</p> <ul style="list-style-type: none"> (i) Budget Report: <i>It was resolved to approve the Budget Report.</i> (ii) Bank Balances: Total £79,056.23 (30/6/24). <ul style="list-style-type: none"> (a) Lloyds Current: £7,354.59 (30/6/24). (b) Lloyds Deposit: £60,701.64 (30/6/24). (c) 17/6/24 Lloyds transfer request £11,000 from deposit to current – matures 19/7/24. (iii) Receipts: <ul style="list-style-type: none"> (a) Lloyds Deposit: June interest - £129.11. (b) AFC Towcester Adults FC: Football pitch rent 2024-2025 season £200.00. (c) St Nicholas PCC: Two Churchyard Extension memorials £300.00. (iv) Churchyard Lime Trees Pollarding Quotations: Cllr Norris reported FWG held Teams meeting on 2/7/24 to consider responses from four short-listed companies and recommended Holmes Tree Services who provided a comprehensive and professional response. <i>It was resolved to place the order with Holmes Tree Services.</i> (v) CLERK – Clerk Appraisal – Recommendations from Personnel Committee: <ul style="list-style-type: none"> (a) <i>It was resolved to increase the Clerk’s pay grade to NJC LC2 SCP23 backdated to 1/4/24 and to LC2 SCP24 from 1/4/25.</i> (b) <i>It was resolved to approve payment for additional 25 hours worked to June 24.</i> (c) <i>It was resolved to approve increase mileage rate to NJC rate £0.65p per mile.</i> (d) <i>The Clerk’s updated Contract of Employment was approved and signed by the Chair, Cllr Parkin and Clerk, Jane Spence.</i> (vi) Payments: <i>It was resolved to approve bank transfers as listed below, checked by Cllr Capps. To be authorised by Cllr Parkin and Cllr Neubersch.</i> 	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">TR no</th> <th style="text-align: left;">PAYEE</th> <th style="text-align: right;">Net £</th> <th style="text-align: right;">VAT £</th> <th style="text-align: right;">Total £</th> </tr> </thead> <tbody> <tr> <td>DD507</td> <td>15.7.24 Tesco Mobile</td> <td style="text-align: right;">6.25</td> <td style="text-align: right;">1.25</td> <td style="text-align: right;">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 style="text-align: right;">990.83</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">990.83</td> </tr> <tr> <td>510</td> <td>HMRC: June Clerk PAYE £226, Employer NI £51.35</td> <td style="text-align: right;">277.35</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">277.35</td> </tr> <tr> <td>511</td> <td>A Stockton: Litter picking June</td> <td style="text-align: right;">100.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">100.00</td> </tr> <tr> <td>512</td> <td>B Osborne: Payroll services April-June 2024</td> <td style="text-align: right;">70.50</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">70.50</td> </tr> <tr> <td>513</td> <td>Electricity Network Contractors: Streetlight repairs</td> <td style="text-align: right;">553.00</td> <td style="text-align: right;">110.60</td> <td style="text-align: right;">663.60</td> </tr> <tr> <td>514</td> <td>DNH Contracts: Dog bins June</td> <td style="text-align: right;">120.00</td> <td style="text-align: right;">24.00</td> <td style="text-align: right;">144.00</td> </tr> <tr> <td>515</td> <td>RTM Landscapes: Trees & Grounds Contract</td> <td style="text-align: right;">1868.00</td> <td style="text-align: right;">373.60</td> <td style="text-align: right;">2241.60</td> </tr> <tr> <td>516</td> <td>Bee Tee Alarms: CCTV Annual Maintenance Fee</td> <td style="text-align: right;">80.00</td> <td style="text-align: right;">16.00</td> <td style="text-align: right;">96.00</td> </tr> <tr> <td>517</td> <td>R Phillips: Handyman labour and materials</td> <td style="text-align: right;">608.59</td> <td style="text-align: right;">33.91</td> <td style="text-align: right;">642.50</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL TRANSFERS</td> <td style="text-align: right;">4668.27</td> <td style="text-align: right;">558.11</td> <td style="text-align: right;">5226.38</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL JULY PAYMENTS</td> <td style="text-align: right;">4674.52</td> <td style="text-align: right;">559.36</td> <td style="text-align: right;">5233.88</td> </tr> <tr> <td></td> <td>07.08.24 J Spence: Clerk July salary £904.13, mileage £24.05, office £19.25</td> <td style="text-align: right;">947.43</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">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 repairs	553.00	110.60	663.60	514	DNH Contracts: Dog bins June	120.00	24.00	144.00	515	RTM Landscapes: Trees & Grounds Contract	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	4668.27	558.11	5226.38		TOTAL JULY PAYMENTS	4674.52	559.36	5233.88		07.08.24 J Spence: Clerk July salary £904.13, mileage £24.05, office £19.25	947.43	0.00	947.43	<p style="text-align: right;">JS</p> <p style="text-align: right;">JS JS JS JS</p>
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6570	<p>PARISH COUNCIL MATTERS:</p> <p>(i) Councillor Vacancy: One vacancy.</p> <p>(ii) Winter Gritting Routes 2024-25: <i>It was resolved to email WNC Highways to ensure that a review is undertaken for Potterspurty and Yardley Gobion to be added to precautionary routes as per previous correspondence December 23.</i></p>	JS
6571	<p>VILLAGE MATTERS</p> <p>(i) Mill Pond Meadow: Cllr Lucas reported the area is reverting to its 'natural state' - a marshy meadow. Yellow rattle has taken well and is suppressing grass. Corrugated iron needed for benefit of grass snakes. Moorhens on pond have chicks.</p> <p>(ii) Defibrillator Monthly Check: Cllr Parkin reported in working order.</p> <p>(iii) CCTV/ANPR Monthly Check: Cllr Capps reported in working order.</p> <p>(iv) Vehicle Activated Signs: Letters sent to 10 residents in properties nearest to the VAS locations requesting their consent – five replies so far. Will proceed with next stages of process when all have replied.</p> <p>(v) Dead Tree (near 56 Meadow View) - Mr Allen's Land: Still no action by Berrys, Towcester. Cllr Dring contacted Mr Harris on 21/6/24 – he promised to look at tree.</p> <p>(vi) Water – Church End: The residents of 6, 6A and 19 Church End continue to be in contact with Anglian Water regarding various flooding issues with no satisfactory response as yet. Awaiting update from residents.</p> <p>(vii) Water run-off from fields Church End / Yardley Road: Environment Agency to be contacted during next heavy rains.</p> <p>(viii) Created access – 3 Homestead Way to Mansion Gardens (near 14 & 16): Vehicular/foot access created in fence from private residence onto public highway. WNC Planning have not issued consultation papers and PC not aware of permission being granted. <i>It was resolved to write to GUHG who own Mansion Gardens properties, the resident of 3 Homestead Way and WNC Planning to establish if access is lawful.</i></p> <p>(ix) Fireworks Display Saturday 2/11/24 – Meadow View Playing Field: On 10/6/24 Mr Ben Russell submitted application to hold firework display. Cllrs Parkin and Neubersch met with Mr Russell and Hayley Tainton (PSSC Secretary) at PSSC Clubhouse on 26/6/24 to discuss arrangements. <i>It was resolved to approve permission, subject to additional information being provided and safe weather conditions.</i></p> <p>(x) PSSC:</p> <p>(a) PSSC Committee proposal to extend clubhouse: <i>It was resolved to respond that the PC has no objection and will be pleased to consider more detailed information when available.</i></p> <p>(b) Damage to outside storage unit: The Committee enquired if the PC was liable as the damage may have been caused by a Skatepark user. <i>It was resolved to respond that the PC is not liable as under the terms of the Lease PSSC is fully responsible for all repairs.</i></p> <p>(xi) Overgrown footpath behind 24 Mansion Gardens: Awaiting report from Cllr Millidge.</p> <p>(xii) New sink hole – High Street: Reported to WNC FixMyStreet by Cllr Parkin 27/6/24 - temporary repair 1/7/24. Report remains open – work still in progress.</p>	JS JS JS JS JS JS JS JS JS JS JS JS
6572	<p>CORRESPONDENCE: Consider as listed and other items received.</p> <p>(i) Email 18/6/24: Duchess Gardens resident request to prune Maple tree in Mays Way play area. Tree Wardens Cllr Millidge and Cllr Lucas inspected the tree. Tree planted by the PC many years ago and established before the houses in Duchess Gardens were built. It was crown-lifted in 2021. <i>It was resolved to decline the request as pruning work is unnecessary for its health and appearance but advising resident is lawfully entitled to cut off any branches overhanging the boundary of their property, but this could seriously unbalance the tree and make it susceptible to damage in high winds.</i></p> <p>(ii) Email 27/6/24: Resident Drovers Way re overgrown hedge from farmland and Grafton Close. The PC does not own the area in Grafton Close. <i>It was resolved to write to Mr Humphries of Pinchgut Farm to request he cut back the hedge and brambles after bird nesting season.</i></p>	JS JS

(iii)	Email 2/7/24: Request from Mrs Parkin to install shelves in Bus Shelter as book swap location which she will be responsible for. <i>It was resolved to agree to the proposal.</i> Cllr Parkin abstained from discussion and vote.	JS
6573	UPDATES: Potholes in Poundfield Road continue to be a safety problem despite numerous reports to WNC FixMyStreet who refuse to carry out repairs. Councillors to continue to make reports.	
6574	Next Parish Council Meeting: Wednesday 11 September 2024 – Village Hall.	
	Meeting closed 9:30pm	
		JES 17/07//2024

Signed _____ Date _____