

# 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 13 MARCH 2024 at 7:30 pm in VILLAGE HALL.**

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  
6 March 2024

## AGENDA

|       |  |
|-------|--|
| 1     | <b>APPROVE APOLOGIES FOR ABSENCE.</b>  |
| 2     | <b>APPROVE MINUTES:</b> Potterspurvy Parish Council meeting held on 14 February 2024.  |
| 3     | <b>MATTERS ARISING from previous meetings.</b>   |
| 4     | <b>DECLARATION OF INTEREST under the Council's Code of Conduct.</b>  |
| 5     | <b>SUMMARY OF MINUTES ACTION REPORT.</b>   |
| 6     | <b>PAYMENTS VERIFICATION: Councillor to check invoices and payments list, prior to approval.</b>   |
| 7     | <b>PUBLIC FORUM:</b> 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     | <b>REPORT FROM NHW COORDINATOR &amp; POLICE LIAISON REP.</b>   |
| 9     | <b>REPORT FROM WNC WARD COUNCILLOR.</b>  |
| 10    | <b>PLANNING</b>  |
| (i)   | <b>PLANNING APPLICATIONS:</b>  |
| (a)   | <b>2023/7902/LBC</b> ( <i>Deadline 29/02/24 – for information only</i> ) Listed building consent to change front bay window for like for like wooden frame with Heritage 11mm double glazing. Reindeer House, 1 Reindeer Court.  |
| (b)   | <b>2024/0040/FULL</b> Internal and external works to existing outbuilding and installation of first floor mezzanine level. Greenhouse formed off west elevation. New woodburner and flue. Ground-mounted PV panels installed to north end of garden. 104 High Street.  |
| (c)   | <b>2024/0041/LBC</b> Listed Building application for internal and external works to existing outbuilding and installation of first floor mezzanine level. Greenhouse formed off west elevation. New woodburner and flue. Ground-mounted PV panels installed to north end of garden. 104 High Street.   |
| (d)   | <b>2024/0642/MAF</b> Hybrid Planning Application seeking full planning permission for the erection of 20 no. affordable homes as an entry level exception site with upgrading of Furtho Lane, new access, parking, landscaping and all enabling works, and outline planning permission (all matters reservice) for 3 self-build homes. Land East of Drovers Way.   |
| (e)   | <b>2024/1205/FULL</b> Proposed two storey side extension. Grafton House, 11 Church End.  |
| (f)   | <b>2024/1282/LBC</b> Proposed two storey side extension. Grafton House, 11 Church End.   |
| (ii)  | <b>PLANNING DECISIONS:</b> None.   |
| (iii) | <b>OTHER PLANNING MATTERS:</b>   |
| (a)   | <b>WNS/2022/1741/EIA</b> Application for full planning permission for the erection of 9 x employment units comprising circa 69,744sqm GIA. of floorspace within Class B2 or B8 Uses, with ancillary class E(g)(i) offices and E(g)(ii) research and development, together with country park, ground re-profiling in the country park, new vehicular access from the A508 and associated site infrastructure, including lorry parking. Application accompanied by an Environmental Statement. <b>Furtho Pits, Old Cosgrove Road, Old Stratford.</b> Receive update. |
| (b)   | <b>WNS/2022/0148/PIP (31/01/2022)</b> Application for permission in principle for development of 5-6 custom/self-build dwellings. Land East of Allotments, Poundfield Road. Decision: Approval 11/03/2022. Receive update.   |
| 11    | <b>PLAY AREAS</b>  |
| (i)   | <b>RECEIVE INSPECTION REPORTS: February-March:</b>   |
| (a)   | Meadow View – Cllr Capps.  |
| (b)   | Mays Way, Blackwell End, Village Hall - Cllr Blunden.  |
| (c)   | Skatepark Weekly – Cllr Garbutt.   |

| <p>(ii)<br/>(a)<br/>(b)<br/>(c)<br/>(iii)</p>  | <p><b>INSPECTION ROTA: March-April:</b><br/>Meadow View – Cllr Garbutt.<br/>Mays Way, Blackwell End &amp; Village Hall – Cllr Millidge<br/>Skatepark Weekly – Cllr Garbutt.<br/><b>CPM PLAYGROUNDS LTD:</b> Consider operational playground inspection reports dated 14/02/24. (Circ 20/2)</p>  |                |               |                |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
|--|---|----------------|---------------|----------------|-------|---------|-------|----------------------|------|------|------|-----|--|--------|------|--------|-----|--|--------|------|--------|-----|---|-------|------|-------|-----|--|-------|------|-------|-----|-------------------------------------|--------|------|--------|-----|-----------------------------|--------|------|--------|-----|----------------------------|-------|------|-------|-----|---|--------|-------|--------|-----|--|---------|--------|---------|-----|------------------------------------|--------|-------|--------|-----|---|---------|--------|---------|-----|--|--------|------|--------|--|-----------------|----------------|---------------|----------------|--|----------------------|----------------|---------------|----------------|
| <p>12<br/>(i)<br/>(ii)<br/>(a)<br/>(b)<br/>(c)<br/>(iii)<br/>(iv)<br/>(v)<br/>(vi)<br/>(vii)<br/><br/>(viii)</p>                     | <p><b>FINANCE</b><br/><b>RECEIVE BUDGET REPORT FROM CLERK</b><br/><b>BANK BALANCES: TOTAL £66,749.57 (29/02/24).</b><br/>Lloyds Current: £7,539.16 (29/02/24).<br/>Lloyds Deposit: £49,210.41 (29/02/24).<br/>Inter-Account Transfer: £10,000 from 32-Day Deposit to Current requested 12/02/24 – completes 15/03/24.<br/><b>RECEIPTS:</b> Lloyds Deposit: February interest £110.06.<br/><b>MAYS WAY PLAY AREA:</b> Consider quotations for new slide. (Circ 5/2)<br/><b>MEADOW VIEW PLAY AREA:</b> Consider quotations for palisade fence. (Circ 5/2)<br/><b>POTTERS PURY PRE-SCHOOL:</b> Consider request for grant funding.<br/><b>LLOYDS BANK DEBIT CARD:</b> Consider application for Clerk and Chair.<br/><br/><b>APPROVE ONLINE PAYMENT TRANSFERS</b> (plus any further payments requested by Clerk).</p> <table border="1" data-bbox="284 719 1479 1375"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD459</td> <td>15.3.24 Tesco Mobile</td> <td>6.25</td> <td>1.25</td> <td>7.50</td> </tr> <tr> <td>460</td> <td>J Spence: Clerk February salary £904.13, mileage £18.45, office £19.55</td> <td>942.13</td> <td>0.00</td> <td>942.13</td> </tr> <tr> <td>461</td> <td>HMRC: February Clerk PAYE £226, Employer NI £51.35</td> <td>277.35</td> <td>0.00</td> <td>277.35</td> </tr> <tr> <td>462</td> <td>A Henson: St Nicholas Church clock winding 1.7.22-30.6.23</td> <td>25.00</td> <td>0.00</td> <td>25.00</td> </tr> <tr> <td>463</td> <td>Potterspurvy Village Hall: Meeting room hire Dec 23-Feb 24</td> <td>75.00</td> <td>0.00</td> <td>75.00</td> </tr> <tr> <td>464</td> <td>A Stockton: Litter picking February</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>465</td> <td>R Phillips: Handyman labour</td> <td>146.00</td> <td>0.00</td> <td>146.00</td> </tr> <tr> <td>466</td> <td>NCALC: Councillor training</td> <td>48.00</td> <td>9.60</td> <td>57.60</td> </tr> <tr> <td>467</td> <td>CPM Playgrounds Ltd: Operational inspection</td> <td>215.00</td> <td>43.00</td> <td>258.00</td> </tr> <tr> <td>468</td> <td>Electricity Network Contractors: 4 x Streetlight repairs</td> <td>1349.00</td> <td>269.80</td> <td>1618.80</td> </tr> <tr> <td>479</td> <td>DNH Contractors: Dog bins February</td> <td>150.00</td> <td>30.00</td> <td>180.00</td> </tr> <tr> <td>470</td> <td>RTM Landscapes Ltd: Annual trees and shrubs pruning</td> <td>1715.50</td> <td>343.10</td> <td>2058.60</td> </tr> <tr> <td>471</td> <td>NPOWER: Streetlight electricity February</td> <td>180.49</td> <td>9.02</td> <td>189.51</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL TRANSFERS</td> <td><b>5223.47</b></td> <td><b>704.52</b></td> <td><b>5927.99</b></td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL MARCH PAYMENTS</td> <td><b>5229.72</b></td> <td><b>705.77</b></td> <td><b>5935.49</b></td> </tr> </tbody> </table> | TR no          | PAYEE         | Net £          | VAT £ | Total £ | DD459 | 15.3.24 Tesco Mobile | 6.25 | 1.25 | 7.50 | 460 | J Spence: Clerk February salary £904.13, mileage £18.45, office £19.55 | 942.13 | 0.00 | 942.13 | 461 | HMRC: February Clerk PAYE £226, Employer NI £51.35 | 277.35 | 0.00 | 277.35 | 462 | A Henson: St Nicholas Church clock winding 1.7.22-30.6.23 | 25.00 | 0.00 | 25.00 | 463 | Potterspurvy Village Hall: Meeting room hire Dec 23-Feb 24 | 75.00 | 0.00 | 75.00 | 464 | A Stockton: Litter picking February | 100.00 | 0.00 | 100.00 | 465 | R Phillips: Handyman labour | 146.00 | 0.00 | 146.00 | 466 | NCALC: Councillor training | 48.00 | 9.60 | 57.60 | 467 | CPM Playgrounds Ltd: Operational inspection | 215.00 | 43.00 | 258.00 | 468 | Electricity Network Contractors: 4 x Streetlight repairs | 1349.00 | 269.80 | 1618.80 | 479 | DNH Contractors: Dog bins February | 150.00 | 30.00 | 180.00 | 470 | RTM Landscapes Ltd: Annual trees and shrubs pruning | 1715.50 | 343.10 | 2058.60 | 471 | NPOWER: Streetlight electricity February | 180.49 | 9.02 | 189.51 |  | TOTAL TRANSFERS | <b>5223.47</b> | <b>704.52</b> | <b>5927.99</b> |  | TOTAL MARCH PAYMENTS | <b>5229.72</b> | <b>705.77</b> | <b>5935.49</b> |
| TR no  | PAYEE   | Net £          | VAT £         | Total £        |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| DD459  | 15.3.24 Tesco Mobile  | 6.25           | 1.25          | 7.50           |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 460  | J Spence: Clerk February salary £904.13, mileage £18.45, office £19.55  | 942.13         | 0.00          | 942.13         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 461  | HMRC: February Clerk PAYE £226, Employer NI £51.35  | 277.35         | 0.00          | 277.35         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 462  | A Henson: St Nicholas Church clock winding 1.7.22-30.6.23   | 25.00          | 0.00          | 25.00          |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 463  | Potterspurvy Village Hall: Meeting room hire Dec 23-Feb 24  | 75.00          | 0.00          | 75.00          |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 464  | A Stockton: Litter picking February   | 100.00         | 0.00          | 100.00         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 465  | R Phillips: Handyman labour   | 146.00         | 0.00          | 146.00         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 466  | NCALC: Councillor training  | 48.00          | 9.60          | 57.60          |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 467  | CPM Playgrounds Ltd: Operational inspection   | 215.00         | 43.00         | 258.00         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 468  | Electricity Network Contractors: 4 x Streetlight repairs  | 1349.00        | 269.80        | 1618.80        |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 479  | DNH Contractors: Dog bins February  | 150.00         | 30.00         | 180.00         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 470  | RTM Landscapes Ltd: Annual trees and shrubs pruning   | 1715.50        | 343.10        | 2058.60        |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| 471  | NPOWER: Streetlight electricity February  | 180.49         | 9.02          | 189.51         |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
|  | TOTAL TRANSFERS   | <b>5223.47</b> | <b>704.52</b> | <b>5927.99</b> |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
|  | TOTAL MARCH PAYMENTS  | <b>5229.72</b> | <b>705.77</b> | <b>5935.49</b> |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| <p>13<br/>(i)<br/>(ii)<br/>(iii)<br/>(a)<br/>(b)</p>   | <p><b>PARISH COUNCIL MATTERS:</b><br/><b>MILL POND MEADOW:</b> Receive Cllr Lucas report.<br/><b>COUNCILLOR VACANCIES:</b> Receive update.<br/><b>CHURCHYARD LIME TREES POLLARDING:</b><br/>Receive update.<br/>Quotation specification – remove all waste or chip and leave on site.</p>   |                |               |                |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |
| <p>14<br/>(i)<br/>(ii)<br/>(iii)<br/>(iv)<br/>(v)<br/>(a)<br/>(b)<br/>(c)<br/>(d)<br/>(vi)<br/>(vii)<br/>(viii)<br/>(ix)<br/>(x)</p> | <p><b>VILLAGE MATTERS:</b><br/><b>DEFIBRILLATOR – HIGH STREET:</b> Receive monthly report.<br/><b>CCTV/ANPR:</b> Receive monthly equipment check report.<br/><b>BUS SERVICE:</b> Receive update.<br/><b>VILLAGE ROADS: High Street:</b> Receive update on sink hole repair.<br/><b>SPEEDING ON VILLAGE ROADS:</b><br/>Receive update on Community Speedwatch volunteers.<br/>Receive update on visit by Northants Highways.<br/>Receive update on visit by Northants Police.<br/>Receive update on VAS / SID research.<br/><b>JOHN HELLINS PRIMARY SCHOOL:</b> Receive update on email sent 26/2/24.<br/><b>DEAD TREE ON MR ALLEN'S LAND BY MV STREAM:</b> Receive update on contact with Berrys.<br/><b>CHURCH END FLOODING &amp; SEWERAGE – 9 &amp; 18 February:</b> Consider response from Anglian Water.<br/><b>PSSC - GOALPOST – MVPF:</b> Consider request from PSSC to fund and install replacement. (Circ 19/2).<br/><b>MEN FOR MIND FC:</b> Consider request continued use of football pitch Sunday/charity games in 2024/25 season.</p>   |                |               |                |       |         |       |                      |      |      |      |     |  |        |      |        |     |  |        |      |        |     |   |       |      |       |     |  |       |      |       |     |                                     |        |      |        |     |                             |        |      |        |     |                            |       |      |       |     |   |        |       |        |     |  |         |        |         |     |                                    |        |       |        |     |   |         |        |         |     |  |        |      |        |  |                 |                |               |                |  |                      |                |               |                |

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| (xi)<br>(xii) | <b>AFC TOWCESTER:</b> Consider application to use football pitch Saturday afternoons - 2024/25 season. (Circ 4/3)<br><b>BUS SHELTER:</b> Consider refurbishing panels and windows. |
| 15            | <b>CONSULTATIONS:</b><br><b>Post-16 Transport Policy Statement Consultation 2024 – Deadline 01/04/2024. (Circ 28/2)</b>  |
| 16            | <b>CORRESPONDENCE:</b> Consider as listed below and any other items received prior to the meeting.   |
| 17            | <b>UPDATES:</b> Discussion of matters not otherwise on the agenda for information-sharing only.  |
| 18            | <b>Next meeting: Wednesday 10 April 2024 - 7:30pm – ST NICHOLAS CHURCH – Meeting Room (upstairs).</b>  |