

Potterspury Parish Council

Chairman: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspury.org

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



NOTICE OF MEETING OF POTTERSPURY 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 NOVEMBER 2024 in Village Hall 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
6 November 2024

AGENDA

1	APPROVE APOLOGIES FOR ABSENCE.
2	APPROVE MINUTES: Potterspury Parish Council meeting held on 9 October 2024.
3	MATTERS ARISING from previous meetings.
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 APPLICATIONS:
(a)	2024/4904/PA Prior approval for the conversion of an agricultural building to residential use creating two dwellings, with a single storey rear extension (Schedule 2 Part 3 Q). Furtho Lane. Deadline 15/11/24.
(b)	2024/5062/FULL Rear dormer loft conversion. 5 Homestead Way. Deadline 21/11/24.
(ii)	PLANNING DECISIONS:
(a)	2024/3818/PA Determination as to whether prior approval is required (under Class Q of Part 3 of the <i>above</i> Order) for the change of use of part of an agricultural building (incorporating a single storey rear extension) to 1 No. dwelling house(s) (Use Class C3). Agricultural Building, Furtho Lane. Withdrawn 16/10/24.
(b)	2024/4250/LDP Certificate of Lawfulness for proposed development for a dormer loft conversion. 5 Homestead Way. Approval 25/10/24.
(c)	2024/4265/FULL Demolition of existing side lean to structure and erection of two storey side extension. Grafton House, 11 Church End. Withdrawn 25/10/24.
(d)	2024/4266/LBC Demolition of existing side lean to structure and erection of two storey side extension. Grafton House, 11 Church End. Withdrawn 25/10/24.
11	PLAY AREAS
(i)	RECEIVE INSPECTION REPORTS: October-November:
(a)	Meadow View – Cllr Norris.
(b)	Mays Way, Blackwell End, Village Hall - Cllr Dring.
(c)	Skatepark Weekly – Cllr Garbutt.
(ii)	INSPECTION ROTA: November-December:
(a)	Meadow View – Cllr Nagle.
(b)	Mays Way, Blackwell End & Village Hall – Cllr Skelton.
(c)	Skatepark Weekly – Cllr Garbutt.
(iii)	SKATEPARK CONCRETE SURFACING: Receive update.
(iv)	MV FOOTBALL PITCH MARKINGS: Receive update.
12	FINANCE
(i)	RECEIVE BUDGET REPORT FROM CLERK.
(ii)	BANK BALANCES: TOTAL £91,867.75 (31/10/24).
(a)	Lloyds Current: £13,657.20 (31/10/24).
(b)	Lloyds Deposit: £78,210.55 (31/10/24).

(c)	05/11/24 Lloyds transfer request £13,000.00 from Deposit to Current – matures 09/12/24.																																																																																																									
(iii)	RECEIPTS:																																																																																																									
(a)	Lloyds Deposit: October interest £162.19.																																																																																																									
(b)	St Nicholas PCC: Interment of Ashes in Churchyard £302.00p																																																																																																									
(iv)	MEADOW VIEW CAR PARK ENTRY BARRIER: Consider replacement options.																																																																																																									
(v)	DOG BIN CONTRACT: New 2-year contract commencing 16 December 2024.																																																																																																									
(vi)	BUDGET 2025-2026:																																																																																																									
(vii)	CRICKET PITCH: Consider quotes for removal. (Circ 5/11)																																																																																																									
(viii)	CLERK SALARY: Consider NJC Pay Award 2024-2025 backdated to 01/04/24. (Circ 28/10)																																																																																																									
(ix)	APPROVE ONLINE PAYMENT TRANSFERS (plus any further payments requested by Clerk).																																																																																																									
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13	PARISH COUNCIL MATTERS:																																																																																																									
(i)	CHURCHYARD LIME TREE POLLARDING: Update.																																																																																																									
(ii)	PC EMAIL ADDRESS: Consider .gov.uk domain extension – funding available in 2024.																																																																																																									
14	VILLAGE MATTERS:																																																																																																									
(i)	MILL POND MEADOW: Report from Cllr Lucas.																																																																																																									
(ii)	DEFIBRILLATOR – HIGH STREET: Receive monthly report.																																																																																																									
(iii)	CCTV/ANPR: Receive monthly report.																																																																																																									
(iv)	VAS EQUIPMENT: Receive update.																																																																																																									
(v)	FIREWORKS DISPLAY – 02/11/2024: Feedback from event.																																																																																																									
(vi)	POTHOLES REPAIR Poundfield Road: Consider October repair work.																																																																																																									
(vii)	PUBLIC HEALTH VACCINATION CLINIC: Mobile Van Meadow View car park 22/11/24 9am-4pm.																																																																																																									
(viii)	KISSING GATE RoW: Consider request to replace stile with kissing gate – landowner permission required. (Circ 6/11)																																																																																																									
15	CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting.																																																																																																									
(i)	Email 04/11/24: Trees near property in Meadow View. (Circ 4/11).																																																																																																									
(ii)	Email 02/11/24: Meadow View car park: Consider issues raised following parking incident. (Circ 4/11).																																																																																																									
(iii)	Letter 07/10/24: Churchyard Extension. (Circ 7/10/24).																																																																																																									
16	UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.																																																																																																									
17	Next Parish Council meeting - Wednesday 11 December 2024 – Village Hall.																																																																																																									