

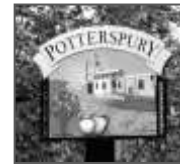
# Potterspurvy Parish Council

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 8 MAY 2024 in Village Hall starting after Annual Meeting at approximately 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  
1 May 2024

## AGENDA

1	<b>APPROVE APOLOGIES FOR ABSENCE.</b>
2	<b>APPROVE MINUTES:</b> Potterspurvy Parish Council meeting held on 10 April 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>2024/1739/FULL</b> Installation of prefabricated garden room (with flat roof), with a PVCu link corridor from existing annexe conservatory. 19 Annexe Woods Lane.
(b)	<b>2024/1537/FULL</b> Replacement of fascia's, soffits and guttering. 31-45 High Street. (GUHG).
(c)	<b>2024/1546/LBC</b> Replacement of rear fascia's, soffits and guttering. 31-45 High Street. (GUHG).
(d)	<b>2024/1440/LDP</b> Lawful Development Certificate (Proposed) for a biomass heating system and accompanying insulated pipe work. Springfield Farm. <i>(For information only – no consultees or public notices).</i>
(ii)	<b>PLANNING DECISIONS:</b>
	<b>2023/7902/LBC</b> Listed building consent to change front bay window for like for like wooden frame with Heritage 11mm double glazing. Reindeer House, 1 Reindeer Court. Approval 03/04/24.
11	<b>PLAY AREAS</b>
(i)	<b>RECEIVE INSPECTION REPORTS: April-May:</b>
(a)	Meadow View – Cllr Blunden.
(b)	Mays Way, Blackwell End, Village Hall - Cllr Norris.
(c)	Skatepark Weekly – Cllr Garbutt.
(ii)	<b>INSPECTION ROTA: May-June:</b>
(a)	Meadow View – Cllr Lucas.
(b)	Mays Way, Blackwell End & Village Hall – Cllr Garbutt.
(c)	Skatepark Weekly – Cllr Garbutt.
12	<b>FINANCE</b>
(i)	<b>RECEIVE BUDGET REPORT FROM CLERK.</b>
(ii)	<b>BANK BALANCES: TOTAL £87,998.06 (30/04/24).</b>
(a)	Lloyds Current: £38,575.82 (30/04/24).
(b)	Lloyds Deposit: £49,422.24 (30/04/24).
(c)	Transfer request 1/5/24 Current to Deposit £22,000.00.
(iii)	<b>RECEIPTS:</b>
(a)	Lloyds Deposit: April interest £113.57.
(b)	WNC: Precept (1) £29,165.00.
(iv)	<b>STREETLIGHTS – Yu Energy Contract &amp; Direct Debit:</b> New supplier 3-year contract commences 1/6/2024.

<p>(v) (a) (b) (c)</p>	<p><b>ANNUAL GOVERNANCE &amp; ACCOUNTABILITY RETURN 2023-2024 (AGAR):</b>  <b>Annual Internal Audit Report.</b>  <b>Section 1 – Annual Governance Statement – approve and sign.</b>  <b>Section 2 – Accounting Statements - approve and sign.</b></p>																																																																	
<p>(vi)</p>	<p><b>APPROVE ONLINE PAYMENT TRANSFERS</b> (plus any further payments requested by Clerk).</p> <table border="1" data-bbox="280 277 1481 833"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD485</td> <td>15.5.24 Tesco Mobile</td> <td>6.25</td> <td>1.25</td> <td>7.50</td> </tr> <tr> <td>DD486</td> <td>13.5.24 ICO: Annual GDPR fee</td> <td>35.00</td> <td>0.00</td> <td>35.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>TOTAL DIRECT DEBITS</b></td> <td><b>41.25</b></td> <td><b>1.25</b></td> <td><b>42.50</b></td> </tr> <tr> <td>487</td> <td>J Spence: Clerk April salary £904.13, Mileage £16.65, Office £19.25.</td> <td>940.03</td> <td>0.00</td> <td>940.03</td> </tr> <tr> <td>488</td> <td>HMRC: April Clerk PAYE £226, Employer NI £51.35</td> <td>277.35</td> <td>0.00</td> <td>277.35</td> </tr> <tr> <td>489</td> <td>A Stockton: Litter picking April</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>490</td> <td>Clear Councils: Insurance 2024-2025</td> <td>1236.46</td> <td>0.00</td> <td>1236.46</td> </tr> <tr> <td>491</td> <td>NCALC: Membership, Internal Audit, Data Protection Service</td> <td>990.52</td> <td>68.40</td> <td>1058.92</td> </tr> <tr> <td>492</td> <td>DNH Contracts: Dog bins April</td> <td>120.00</td> <td>24.00</td> <td>144.00</td> </tr> <tr> <td>493</td> <td>RTM Landscapes: Grounds contract mowing &amp; strimming</td> <td>1373.00</td> <td>274.60</td> <td>1647.60</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>TOTAL TRANSFERS</b></td> <td><b>5037.36</b></td> <td><b>367.00</b></td> <td><b>5404.36</b></td> </tr> <tr> <td></td> <td style="text-align: right;"><b>TOTAL PAYMENTS MAY</b></td> <td><b>5078.61</b></td> <td><b>368.25</b></td> <td><b>5446.86</b></td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	DD485	15.5.24 Tesco Mobile	6.25	1.25	7.50	DD486	13.5.24 ICO: Annual GDPR fee	35.00	0.00	35.00		<b>TOTAL DIRECT DEBITS</b>	<b>41.25</b>	<b>1.25</b>	<b>42.50</b>	487	J Spence: Clerk April salary £904.13, Mileage £16.65, Office £19.25.	940.03	0.00	940.03	488	HMRC: April Clerk PAYE £226, Employer NI £51.35	277.35	0.00	277.35	489	A Stockton: Litter picking April	100.00	0.00	100.00	490	Clear Councils: Insurance 2024-2025	1236.46	0.00	1236.46	491	NCALC: Membership, Internal Audit, Data Protection Service	990.52	68.40	1058.92	492	DNH Contracts: Dog bins April	120.00	24.00	144.00	493	RTM Landscapes: Grounds contract mowing & strimming	1373.00	274.60	1647.60		<b>TOTAL TRANSFERS</b>	<b>5037.36</b>	<b>367.00</b>	<b>5404.36</b>		<b>TOTAL PAYMENTS MAY</b>	<b>5078.61</b>	<b>368.25</b>	<b>5446.86</b>
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<p>13 (i) (ii)</p>	<p><b>PARISH COUNCIL MATTERS:</b>  <b>COUNCILLOR VACANCIES: Receive update.</b>  <b>CHURCHYARD LIME TREES POLLARDING: Receive update.</b></p>																																																																	
<p>14 (i) (ii) (iii) (iv) (v) (vi)</p>	<p><b>VILLAGE MATTERS:</b>  <b>DEFIBRILLATOR – HIGH STREET: Receive monthly report.</b>  <b>CCTV/ANPR: Receive monthly report.</b>  <b>VAS EQUIPMENT: Receive update.</b>  <b>DEAD TREE ON MR ALLEN’S LAND BY MV STREAM: Receive update on contact with Berrys.</b>  <b>APPLICATION TO USE MVPF: Consider application from J Sheridan to hold event on 23/7/24.</b>  <b>WATER - CHURCH END: High water and drains issues 28/4/24.</b></p>																																																																	
<p>15 (i) (ii) (iii)</p>	<p><b>CONSULTATIONS:</b>  <b>Local Plan 2041 – Regulation 18 Draft Consultation 2024: Public consultation deadline 2/6/24. (Circ 8/4).</b>  <b>Draft Local Flood Risk Management Strategy Objectives: Deadline 16/6/24. (Circ 9/4).</b>  <b>Community Governance Review Phase 2: Deadline 28/7/23. (Circ 29/4).</b></p>																																																																	
<p>16 (i)</p>	<p><b>CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting.</b>  <b>Email 15/4/24: Overgrown footpath and hedge 3-11 Mays Way – receive update following inspection by Cllr Blunden and report to RTM Landscapes.</b></p>																																																																	
<p>17</p>	<p><b>UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.</b></p>																																																																	
<p>18</p>	<p><b>Next meetings: Wednesday 12 June 2024 – Village Hall.</b>  <b>7:30pm Annual Potterspurty Recreation Ground Charity Meeting.</b>  <b>Followed by Parish Council Meeting.</b></p>																																																																	