

Potterspurvy Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence clerk@potterspurvpc.org.uk

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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 in the **Village Hall, Church End, Potterspurvy on Wednesday 8 January 2020 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

Jane Spence – Clerk

AGENDA

1	APPROVE APOLOGIES for absence.
2	APPROVE MINUTES: Parish Council meeting held on 11 December 2019.
3	MATTERS ARISING from previous meeting.
4	DECLARATION OF INTEREST under the Council's Code of Conduct.
5	SUMMARY OF MINUTES ACTION REPORT.
6	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)
7	PLANNING (i) PLANNING APPLICATIONS: (a) S/2019/2365/FUL Two storey extension to existing garage/workshop to create self-contained annexe. 29 Church End. (b) S/2019/2393/FUL Proposed single storey side, rear, front extensions and new rear dormer. 28 Mays Way. (c) S/2019/2419/FUL Full planning permission for the conversion of existing agricultural barn to form dwelling. Pinchgut Farm, Watling Street. (d) S/2019/2233/LBC Replacement of timber single glazed windows and UPVC windows to timber double glazed. Addition of chimney cages. Change of use of the building from Social Club to residential. Floor plan revised to show whole property for change of use not just part of the property. 104 High Street. (e) S/2019/2478/FUL Tree House to rear. 26 Blackwell End. (ii) PLANNING DECISIONS: (a) S/2019/0792/FUL Retrospective application for mixed use development including: Health & Wellbeing Spa; Restaurant; two sauna pods; jacuzzi and wooden pergola; meeting/training room; 3 B&B rooms; parking. Cloud 9 Spa, 3 Poundfield Road. Approval 06/12/2019. (b) S/2019/0582/FUL Installation and use of a gym / training climbing frame and area for exercise classes (retrospective). Cloud 9 Spa, 3 Poundfield Road. Refusal 05/12/2019. (c) S/2019/2128/FUL Raise the height of two used chimney stacks to 1.8m above thatched ridge. The Old Vicarage, 8 Church End. Approval 18/12/2019. (d) S/2019/2129/LBC Listed Building Consent to raise the height of three used chimney stacks to 1.8m above thatched ridge. The Old Vicarage, 8 Church End. Approval 18/12/2019. (e) S/2019/2162/LDP Certificate of Lawfulness (Proposed) Garage conversion to create a habitable room. 56 Mays Way. Approval 19/12/2019. (f) S/2019/2068/FUL Change of use D2 sports indoors (part retrospective). Wharf Distillery, Wakefield Farm Shop. Approval 18/12/2019. (iii) OTHER PLANNING MATTERS: (a) 24 Woods Lane: Receive update. (b) SN Local Development Order Consultation: Consider response to consultation. Deadline 17/01/2020.
8	PLAY AREAS (i) RECEIVE INSPECTION REPORTS: December-January (a) Meadow View – Cllr Norris (b) Mays Way, Village Hall & Blackwell End – Cllr Whittaker (ii) INSPECTION REPORTS ROTA: January-February

(a)	Meadow View – Cllr Kilvert			
(b)	Mays Way, Village Hall and Blackwell End – Cllr Blunden			
(iii)	Concrete Table Tennis Tables: Consider interest in and possible site as outlined in email from SNC Leisure Facilities & Contracts Officer.			
9	FINANCE			
(i)	RECEIVE BUDGET REPORT FROM CLERK.			
(ii)	BANK BALANCES: Lloyds Current: £12,392.99 (31/12/2019) Lloyds Deposit: £55,733.71 (31/12/2019)			
(iii)	RECEIPTS:			
(a)	Lloyds Deposit December interest: £36.58			
(b)	NCC Mowing Rebate 2019 Season: £205.28.			
(iv)	BUDGET 2020/21: Consider draft budget prepared by Finance Working Group.			
(v)	POTTERS PURY RECREATION GROUND CHARITY: Approve payment of £75 administration fee 2019/20 to Potterspur PC – cheque no. 000008.			
(vi)	APPROVAL OF PAYMENTS (together with any further payments requested by Clerk).			
	Chq	PAYEE	Net £	VAT £
	3072	J Spence: Clerk salary December	687.24	0.00
	3073	HMRC: Clerk PAYE £171.80 & Employer NI £19.32 Dec	191.12	0.00
	3074	J Spence: Clerk mileage £19.83 & Office expenses £16.00	35.83	0.00
	3075	A Stockton: Litter picking December	80.00	0.00
	3076	B Osborne: Payroll services Oct-Dec	64.50	0.00
	3077	J Millidge: WordPress Domain Mapping reimbursement	10.24	0.00
	3078	DNH Contracts: Dog bins December	64.56	12.91
	3079	E.ON: Streetlight electricity November	147.63	7.38
			1281.12	20.29
				1301.41
10	PARISH COUNCIL MATTERS:			
(i)	ELECTIONS MAY 2020: Consider Parish Councillor recruitment campaign.			
(ii)	VE DAY COMMEMORATIONS: Receive report from Cllr Norris and Cllr Whittaker on possible participation in VE Day 75 event on 8 May 2020.			
(iii)	PC COUNCILLORS EMAIL ADDRESSES: Consider @potterspurypc.org.uk email addresses.			
11	VILLAGE MATTERS:			
(i)	CONSERVATION AREA:			
(a)	Receive update.			
(b)	Consider draft Memorial Trees and Benches Policy.			
(ii)	DEFIBRILLATOR: Receive monthly equipment check report.			
(iii)	CCTV: Receive monthly equipment check report.			
(iv)	POTTERS PURY PARISH PLAN: Receive update on review of 2014 Parish Plan.			
12	HIGHWAY			
(i)	JUNCTION BROWNSWOOD DRIVE & HOMESTEAD WAY: Receive update on application to Northants Highways for double yellow lines parking restrictions.			
(ii)	PEDESTRIAN ACCESS BETWEEN BLACKWELL END AND WATLING STREET: Consider options to improve pedestrian safety where footpath peters out.			
13	CORRESPONDENCE:			
(i)	Email 16/12/19: Consider enquiry on ownership of conifer hedge in Orchard Close backing on to Blackwell End.			
(ii)	Email 31/12/19: Consider enquiry from resident on how PC intends to address vandalism.			
14	Next Parish Council meeting: Wednesday 12 February 2020 - 7:30pm - The Village Hall, Church End, Potterspur.			