

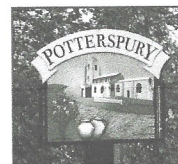
# Potterspurvy Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurvpc.org.uk

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## MINUTES of the meeting of Potterspurvy Parish Council held remotely on Wednesday 11 November 2020 at 7:30pm by Teams Video Conference

in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 No.392 dated 4 April 2020 (Coronavirus Regulations 2020)

**Councillors present:** Dr S Parkin (Chair), Mrs J Millidge (Vice Chair), Mr R Armstrong, Mr M Wootton, Mr G Lucas, Mr R Capps, Mr S Dring, Mr S Norris, Mrs T Holland, Mrs A Ruck, Mrs J Blunden, Mr F Giblin.

**Parish Clerk:** Mrs J Spence.

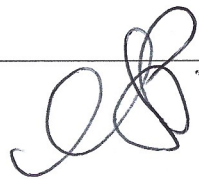
**Apologies:** Cllr B Silvester (work).

**Also present:** County Cllr A Walker.

District Cllr A Medina and Mr C Coppin, NHW Coordinator, sent their apologies.

5874	<b>APOLOGIES:</b> It was resolved to approve the apologies for absence from Cllr Silvester.	
5875	<b>MINUTES:</b> <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 14 October 2020, which were duly signed by the Chair.</i>	
5876	<b>MATTERS ARISING:</b> None.	
5877	<b>DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT:</b> Cllr Parkin to receive payment £29.97 as reimbursement of expenditure on behalf of the PC. Cllr Lucas to receive payment £15.67 as reimbursement of expenses incurred on behalf of the PC. Minute 5882(vi).	
5878	<b>MINUTES ACTION REPORT:</b> Noted.	
5879	<b>PUBLIC FORUM:</b> (i) <b>Mr Craig Coppin – NHW Coordinator provided a report by email:</b> Crime figures: September – SN 303 (Potterspurvy 5). In the 12 Months to September 2020 there has been a 6.6% increase in all crime in Northants, domestic violence up by 2.5%, residential burglary down 32.4%. 1 in 5 people are victims of cybercrime – NHW recommend strengthening passwords. Parking on paths and corners of junctions is still a problem. Latest scams: social media concerning fake PayPal payment requests, email purporting to be from HMRC re tax refunds and self-employment grants. (ii) <b>County Cllr Allen Walker</b> Is monitoring the 89 bus service and is in regular contact with Britannia Bus Ltd. The bus service will continue until the end of December 2020 and hopefully into 2021.	
5880	<b>PLANNING</b> (i) <b>Planning Applications:</b> (a) <b>S/2020/1718/FUL</b> Change of use from light industrial and storage to industrial for car repairs and MOT's. Furtho Manor Farm, Northampton Road, Old Stratford, MK19 6NR. <i>It was resolved to submit a response of no objection to SNC.</i> (b) <b>S/2020/1784/LBC</b> To replace bathroom window. 39 High Street. <i>It was resolved to submit a response of no objection to SNC.</i> (c) <b>S/2020/1876/FUL</b> Variation of Condition 7 (hours of operation) and 8 (frequency of weddings/events of S/2016/3087/FUL (Change of use of barn to full time weddings and events barn .Erection of extension to northern gable of barn and stationing of mobile toilet block) To be able to hold small weddings in the week and no restriction on number of events. Furtho Manor Farm, The Challow Building, Old Stratford, MK19 6NR. <i>It was resolved to submit a response of no objection to SNC.</i>	


<ul style="list-style-type: none"> <li>(ii)</li> <li>(iii)</li> <li>(a)</li> <li>(b)</li> </ul>	<p><b>Planning Decisions: None.</b></p> <p><b>Other Planning Matters:</b></p> <p><b>24 Woods Lane:</b> Nothing to report.</p> <p><b>Furtho Lane:</b> Agricultural land being used by SpecialOpsMK as an "adventure site" (closed until Easter 2021). <i>It was resolved to contact SNC Planning to enquire if planning permission was required or obtained for this apparent change of use.</i></p>																																																																												
<p>5881</p> <ul style="list-style-type: none"> <li>(i)</li> <li>(a)</li> <li>(b)</li> <li>(ii)</li> <li>(a)</li> <li>(b)</li> </ul>	<p><b>PLAY AREAS:</b></p> <p><b>Inspection Reports October-November:</b></p> <p>(a) <b>Meadow View</b> – Cllr Lucas submitted a report.</p> <p>(b) <b>Mays Way, Blackwell End &amp; Village Hall</b> – Cllr Capps submitted a report. <i>It was resolved to ask Handyman to carry out repairs and work as necessary.</i></p> <p><b>Inspection Rota November-December:</b></p> <p>(a) Meadow View: Cllr Blunden.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr Silvester.</p>	<p>JS</p>																																																																											
<p>5882</p> <ul style="list-style-type: none"> <li>(i)</li> <li>(ii)</li> <li>(a)</li> <li>(b)</li> <li>(c)</li> <li>(iii)</li> <li>(iv)</li> <li>(v)</li> <li>(vi)</li> </ul>	<p><b>FINANCE</b></p> <p><b>Budget Report:</b> <i>It was resolved to accept the Budget Report.</i></p> <p><b>Bank Balances:</b></p> <p>(a) Total: £77,997.67 (31/10/2020).</p> <p>(b) Lloyds Current: £27,157.49 (31/10/2020).</p> <p>(c) Lloyds Deposit: £50,840.18 (31/10/2020).</p> <p><b>Receipts:</b> Lloyds Deposit October interest: £4.20.</p> <p><b>Draft Budget 2021-2022:</b></p> <p>Cllr Norris reported on behalf of the FWG which met on 21/10/2020. A copy of the draft budget was circulated to Cllrs on 02/11/2020. Reserves were also discussed by the FWG and recommend that £5,000 be moved from 700/2 Play Equipment to 700/4 Churchyard Lime Tree Pollarding. No allocation yet for Churchyard wall rebuilding costs. To be considered further at December meeting.</p> <p><b>Electronic Tablets:</b></p> <p>Cllr Capps reported on behalf of the FWG. During these exceptional circumstances some Cllrs have been unable to join the PC Teams meetings by video link and a possible option is for the PC to purchase three tablets for loan to Cllrs. Price £150 for a tablet device plus carrier charge £10-£15 per month. <i>It was resolved that Cllr Capps will investigate internet connections and report to the December meeting.</i></p> <p><i>It was resolved to approve payments as listed, having been checked by Cllr Armstrong IFC, to be authorised on Lloyds by Cllr Norris and Cllr Millidge.</i></p> <table border="1" data-bbox="260 1413 1401 1973"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>50</td> <td>J Spence: Clerk salary Oct £706.06, office expenses £18.06</td> <td>724.12</td> <td>0.00</td> <td>724.12</td> </tr> <tr> <td>51</td> <td>HMRC: Clerk PAYE £176.60, Employer NI £20.79 October</td> <td>197.39</td> <td>0.00</td> <td>197.39</td> </tr> <tr> <td>52</td> <td>RTM Landscapes: Tree work £180, Mowing £708.00 October</td> <td>740.00</td> <td>148.00</td> <td>888.00</td> </tr> <tr> <td>53</td> <td>E.ON: Streetlight electricity September</td> <td>147.63</td> <td>7.38</td> <td>155.01</td> </tr> <tr> <td>54</td> <td>DNH Contracts: Dog bins October</td> <td>80.70</td> <td>16.14</td> <td>96.84</td> </tr> <tr> <td>55</td> <td>GeoXphere Ltd: Parish Online Subscription 2020-21</td> <td>60.00</td> <td>12.00</td> <td>72.00</td> </tr> <tr> <td>56</td> <td>Aylesbury Mains Ltd: Streetlight repairs (20057)</td> <td>129.40</td> <td>25.88</td> <td>155.28</td> </tr> <tr> <td>57</td> <td>PSSC: Annual contribution refuse collection</td> <td>270.00</td> <td>0.00</td> <td>270.00</td> </tr> <tr> <td>58</td> <td>A Stockton: Litter picking October</td> <td>80.00</td> <td>0.00</td> <td>80.00</td> </tr> <tr> <td>59</td> <td>The Old Mail: Grant</td> <td>650.00</td> <td>0.00</td> <td>650.00</td> </tr> <tr> <td>60</td> <td>TADD: Grant</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>61</td> <td>Cllr Lucas: Phone charges TEAMS PC meeting 10/06/2020</td> <td>15.67</td> <td>0.00</td> <td>15.67</td> </tr> <tr> <td>62</td> <td>Stony Service Centre: Community Shield engraving (Cllr Parkin)</td> <td>24.97</td> <td>5.00</td> <td>29.97</td> </tr> <tr> <td></td> <td></td> <td><b>3219.88</b></td> <td><b>214.40</b></td> <td><b>3434.28</b></td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	50	J Spence: Clerk salary Oct £706.06, office expenses £18.06	724.12	0.00	724.12	51	HMRC: Clerk PAYE £176.60, Employer NI £20.79 October	197.39	0.00	197.39	52	RTM Landscapes: Tree work £180, Mowing £708.00 October	740.00	148.00	888.00	53	E.ON: Streetlight electricity September	147.63	7.38	155.01	54	DNH Contracts: Dog bins October	80.70	16.14	96.84	55	GeoXphere Ltd: Parish Online Subscription 2020-21	60.00	12.00	72.00	56	Aylesbury Mains Ltd: Streetlight repairs (20057)	129.40	25.88	155.28	57	PSSC: Annual contribution refuse collection	270.00	0.00	270.00	58	A Stockton: Litter picking October	80.00	0.00	80.00	59	The Old Mail: Grant	650.00	0.00	650.00	60	TADD: Grant	100.00	0.00	100.00	61	Cllr Lucas: Phone charges TEAMS PC meeting 10/06/2020	15.67	0.00	15.67	62	Stony Service Centre: Community Shield engraving (Cllr Parkin)	24.97	5.00	29.97			<b>3219.88</b>	<b>214.40</b>	<b>3434.28</b>	<p>FWG</p> <p>RC</p>
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5883	<p><b>PARISH COUNCIL MATTERS</b></p> <p><b>(i) High Street Churchyard Wall:</b></p> <p><b>(a)</b> <i>It was resolved to accept the quotation from Buckinghamshire Building Company to provide a detailed remedial repair scheme for the wall suitable for tender and construction - £468.50 + VAT.</i></p> <p><b>(b)</b> <b>Hole in wall opposite 1 Poundfield Road:</b> Another hole was reported by Churchyard volunteers, discovered during bramble clearance. <i>It was resolved to include repair with original wall repair scheme (a).</i> <i>It was resolved to block up hole to prevent access.</i> Clerk to add to Handyman jobsheet.</p> <p><b>(ii) Parish Council Website – Website Content Accessibility Guidelines:</b> Cllr Holland reported that the website is quite compliant and suitable for a small PC. A few small adjustments may be required. Cllr Capps and Cllr Holland will research.</p> <p><b>(iii) Parish Plan Review:</b> The WG met on 03/11/2020 and are looking at the new survey questions. Next meeting 24/11/2020.</p> <p><b>(iv) Bus-Coordinator:</b> To be removed from agenda as no volunteer.</p> <p><b>(v) Grounds Maintenance:</b></p> <p><b>(a)</b> <b>RTM Landscapes Ltd:</b> <i>It was resolved to offer a one-year extension of the Grounds Maintenance Contract at the current rate to the end of 2021(Covid-19).</i></p> <p><b>(b)</b> <b>Review of High Street Churchyard maintenance programme:</b> A motion to change mowing timings in the Churchyard was debated. Following a vote: four in favour, four against, four abstained, the Chair used his casting vote against. <i>It was resolved to retain the existing programme.</i></p>	JS SP JS TH RC JS JS
5884	<p><b>VILLAGE MATTERS</b></p> <p><b>(i) Mill Pond Conservation Area:</b> <b>Update:</b> A Community Funding Grant application for £1,444.30 for a safety fence around the scrape was submitted to SNC on 02/11/2020. Remaining works dependent on weather conditions and Cllr Dring's farm work. Access may be necessary at short notice.</p> <p><b>(ii) Defibrillator Monthly Check:</b> Cllr Parkin advised in working order.</p> <p><b>(iii) CCTV Monthly Check:</b> Cllr Capps advised in working order.</p> <p><b>(iv) Crack willow logs on farmland:</b> As no external companies interested in quoting for the removal of the logs, Cllr Dring will submit a quotation for PC to consider at December meeting.</p> <p><b>(v) Volunteer Litter Picking Duties Agreement:</b> <i>It was resolved the FWG will discuss the agreement at the 16/11/2020 meeting and report to December PC meeting.</i></p> <p><b>(vi) Vehicle under tarpaulin in Homestead Way:</b> The vehicle was reported online to elvis.recovery@northants.police.uk on 05/11/2020.</p> <p><b>(vii) Large Ash tree in Mays Way:</b> <i>It was resolved to accept the quotation of £120 from RTM Landscapes to crown-lift the tree.</i></p> <p><b>(viii) Queens 40 Trees – Watling Street:</b> Cllr Lucas reported there are 39 trees remaining, 3 of which are dead. <i>It was resolved to obtain a quote from RTM Landscapes to remove the dead trees and plant 4 flowering cherry trees.</i> Ring-fenced donated reserves of £344 to be used.</p> <p><b>(ix) Trees Meadow View Playing Field:</b> Leylandii-type trees in far corner of MVPF near bridge are breaking and suppressing other trees. Cllr Lucas requested site meeting to discuss action required. Meeting to be arranged with Cllr Parkin and Cllr Millidge.</p> <p><b>(x) Potterspury Community Shield Award:</b></p> <p><b>(a) 2019-2020 Award:</b> The Shield was presented to the winners Ann Daniells, Jenny Walker and Kay Eglesfield in the High Street Churchyard by Cllr Parkin and Cllr Millidge on 28 October 2020. They were nominated for helping to maintain the High Street Churchyard and making it a more pleasant and safer environment for the benefit of the village. The presentation of the award was delayed due to Covid-19.</p> <p><b>(b) 2020-2021 Award:</b> In view of the exceptional circumstances created by Covid-19 a review of the Award may be considered appropriate. Deferred to December meeting to enable Cllrs to consider options.</p>	FWG JS JS GL SP JM ALL Cllrs

(xi) (a) (b)	<b>Covid-19:</b> <b>Northants ACRE Community Champions Award:</b> Certificate awarded to Potterspury Community Support Group "for their hard work and dedication supporting their community during the Covid-19 pandemic." <b>Volunteer Group:</b> Update deferred to December meeting.	
5885	<b>Highways:</b> <b>Speed limit on A5 through Potterspury:</b> Email to HE in progress - nothing to report.	
5886 (i)	<b>CORRESPONDENCE:</b> <b>03/11/2020 Email:</b> Complaint speeding vehicles in Furtho Lane, requesting speed bumps to slow traffic. <b><i>It was resolved to reply that speeding vehicles should be reported to Police 101 online and changes to roads is the responsibility of Northants Highways and not the PC.</i></b>	JS
5887 (i) (ii) (iii) (iv)	<b>Updates (for information only):</b> (i) An application to use MVPF by a Personal Trainer has been received. (ii) It was noted that a Personal Trainer has been seen using MVPF but has not submitted an application. (iii) Complaints to Cllr about dog waste put in 'regular' waste bins in High Street. It was noted that this is permitted by SNC. (iv) Abandoned traffic cones will be stored in Chapel of Rest.	
5888	<b>Next Parish Council meeting Wednesday 9 December 2020 at 7:30pm via Teams.</b>	
	The Chair closed the meeting at 10:00pm	
		JS 01/12/2020

Signed \_\_\_\_\_



Date \_\_\_\_\_

Dec 9, 2020