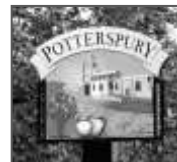


# Potterspurvy Parish Council

Chairman of the Council: Dr Steve Parkin

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

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 online by **Video & Audio Conference on WEDNESDAY 13 MAY 2020 at 7:30 pm**. All members of the Council are hereby summoned to attend online or by conference call 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 by conference call - phone number 0203 855 5182 followed by 679 576 634 #

*Jane Spence*

Jane Spence – Clerk

## AGENDA

1	<b>APPROVE APOLOGIES for absence.</b>
2	<b>APPROVE MINUTES: Parish Council meeting held on 8 April 2020.</b>
3	<b>MATTERS ARISING from previous meetings.</b>
4	<b>DECLARATION OF INTEREST under the Council's Code of Conduct.</b>
5	<b>MEMBERSHIP OF COUNCIL:</b> (i) Receive letter of resignation from Cllr Rod Kilvert. (ii) Notice of Vacancy in Office of Parish Councillor. (iii) Consider approval of Co-option Procedure Policy.
6	<b>SUMMARY OF MINUTES ACTION REPORT.</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>PLANNING</b> (i) <b>PLANNING APPLICATIONS:</b> None received. (ii) <b>PLANNING DECISIONS:</b> (a) <b>S/2020/0361/LDP</b> Certificate of Lawfulness for Proposed Development replace existing porch with a new larger porch. Approval 17/04/2020. (iii) <b>OTHER PLANNING MATTERS:</b> (a) <b>Neighbour letters/notifications:</b> Consider new SNC arrangements due to Covid-19 (circulated 14/04/20). (b) <b>S/2020/0435/FUL</b> East Pury, Furtho Lane: Consider amendment to application to installation of septic tank only. (c) <b>S/2019/2232/FUL</b> 104 High Street: Consider colour of new window frames.
9	<b>PLAY AREAS – CLOSED DUE TO CORONAVIRUS</b> (i) <b>INSPECTION REPORTS:</b> No inspections being undertaken by Councillors. (ii) <b>CPM PLAYGROUNDS:</b> Consider need for inspections during Coronavirus lockdown.
10	<b>FINANCE</b> (i) <b>RECEIVE BUDGET REPORT FROM CLERK.</b>  (ii) <b>BANK BALANCES: TOTAL BALANCE - £77,830.93.</b> (a) <b>Lloyds Current:</b> £37,017.26 (30/04/2020). (b) <b>Lloyds Deposit:</b> £40,813.67 (30/04/2020). (c) <b>Consider transfer of funds from current to deposit account.</b>  (iii) <b>RECEIPTS:</b> (a) Lloyds Deposit – April interest: £3.34 (Interest rate reduced to 0.1% from 0.75% 24/03/2020 Coronavirus) (b) D Whittaker – Burial fee: £300.00 (c) SNC – Precept (1): £22,268.50  (iv) <b>ASSET REGISTER:</b> Consider approval. (v) <b>RISK ASSESSMENT:</b> Consider approval.  (vi) <b>INTERNAL CONTROL COUNCILLOR (ICC):</b> Consider appointment of new ICC.

(vii)	<b>APPROVAL OF PAYMENTS</b> (together with any further payments requested by Clerk).				
	<b>Chq</b>	<b>PAYEE</b>	<b>Net £</b>	<b>VAT £</b>	<b>Total £</b>
	DD	Public Works Loan Board	63.47	0.00	63.47
	3106	J Spence: Clerk salary April £687.24, Office £16	703.24	0.00	703.24
		HMRC: PAYE £171.80, Employer NI £17.53	189.33	0.00	189.33
		E.ON: Streetlight electricity April	152.55	7.63	160.18
		NCALC: Subscriptions £576.36, Internal Audit £270	843.36	0.00	843.36
		Zurich Municipal: Insurance 2020-2021	1208.00	0.00	1208.00
		A Stockton: Litter picking April	80.00	0.00	80.00
		DNH Contracts: Dog bins April	80.70	16.14	96.84
		RTM Landscapes Ltd: Grounds contract mowing April	1180.00	236.00	1416.00
		RTM Landscapes Ltd: Removal damaged Leylandii MVPF	440.00	88.00	528.00
		R Phillips: Handyman labour and materials April	394.87	19.33	414.20
		<b>5335.52</b>	<b>367.10</b>	<b>5702.62</b>	
11	<b>PARISH COUNCIL MATTERS:</b>				
(i)	<b>GROUNDS MAINTENANCE CONTRACT:</b> Consider conservation management plan in High Street Churchyard, following recent mowing of wildflower areas.				
(ii)	<b>PSSC:</b>				
(a)	<b>Rent:</b> Consider review of offer of six-month rent freeze (8 April 2020 Minute 5788(ii)) following successful grant.				
(b)	<b>Broadband for CCTV:</b> Consider contribution to quarterly cost £73.44 during lockdown.				
(iii)	<b>NEW HOMES BONUS RELAUNCH 30/04/2020:</b> Consider application for footpath in Furtho Lane.				
12	<b>VILLAGE MATTERS:</b>				
(i)	<b>MILL POND CONSERVATION AREA:</b> Receive update.				
(ii)	<b>DEFIBRILLATOR:</b> Receive monthly equipment check report.				
(iii)	<b>CCTV:</b> Receive monthly equipment check report.				
(iv)	<b>MEADOW VIEW PLAY AREA:</b> Consider installation of security light onto PSSC clubhouse.				
(v)	<b>PUBLIC RIGHT OF WAY FOOTPATHS:</b> Consider signage.				
(vi)	<b>VILLAGE INSPECTIONS:</b> Receive update				
(a)	<b>Report to Street Doctor - Potholes:</b> Consider response from NCC (circulated 14/04/20).				
(b)	<b>Report to Street Doctor – Road &amp; Footpath Faults:</b> Consider response from NCC (circulated 14/04/20).				
(vii)	<b>FENCE BY 57 MEADOW VIEW:</b> Consider action required (circulated 27/04/20).				
(viii)	<b>GREEN BIN – CHURCHYARD GATES, HOMESTEAD WAY:</b> Consider report of bin filled with soil.				
13	<b>POTTERS PURY COMMUNITY SUPPORT (CORONAVIRUS):</b> Receive update on volunteer activity.				
14	<b>HIGHWAYS:</b>				
(i)	<b>A5 – 40mph ZONE REQUEST:</b> Consider reply from Highways England (circulated 07/04/20).				
(ii)	<b>REPORT TO HIGHWAYS ENGLAND – FAULTS &amp; ISSUES A5:</b> Consider reply from Highways England (circulated 17/04/20).				
(iii)	<b>A5 PARAPET COPING STONE:</b> Receive update.				
15	<b>CORRESPONDENCE TO CONSIDER:</b>				
(i)	<b>Email 10/04/20:</b> Resident regarding herbicide spraying near private fence.				
(ii)	<b>Emails 11/04/20 &amp; 14/04/20:</b>				
	(a) Report of dead tree and trees requiring attention on A5 (40 Trees).				
	(b) Suggestion for memorial to dedicated to Covid-19 key workers in due course.				
16	<b>CONSULTATIONS:</b>				
(i)	<b>MK 2050 Futures Consultation:</b> Receive update.				
17	<b>Next Parish Council meeting: Wednesday 10 June 2020 online by video and conference call.</b>				
	CORONAVIRUS PANDEMIC: Special measures to transact the business of the Parish Council are being taken due to the Coronavirus Pandemic and the need to ensure the safety of Councillors, staff and members of the public 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.				