

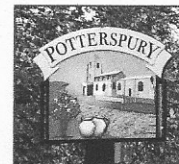
Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurtypc.org.uk

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



MINUTES of the meeting of Potterspurty Parish Council held remotely on Wednesday 13 May 2020 at 7:40pm by Online 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 Kilvert, Mr R Armstrong, Mr M Wootton, Mr G Lucas, Mr S Norris, Mrs B Silvester, Mr R Capps, Mr S Dring, Mrs J Blunden, Rev Mrs D Whittaker

Parish Clerk: Mrs J Spence.

Apologies: None.

County Cllr A Walker and Mr C Coppin NHW Coordinator sent their apologies.

Also present: Cllr A Medina.

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| 5792 | APOLOGIES: None. | |
| 5793 | MINUTES: (i) <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 8 April 2020, which were duly signed by the Chair.</i> | |
| 5794 | MATTERS ARISING: None. | |
| 5795 | DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT: None. | |
| 5796 | MEMBERSHIP OF COUNCIL: (i) <i>Resignation of Cllr Rod Kilvert effective 14/05/2020: It was resolved to thank Cllr Kilvert for his many years of valued service to the Parish Council and village, including recent installations of two new play areas in Blackwell End and Meadow View Play Area and the MUGA and Skatepark.</i> (ii) Notice of Vacancy in Office of Parish Councillor: Notice expires 27 May 2020 after which, if an election is not called, the PC will start to co-opt new Councillors. (iii) Co-option Procedure: <i>It was resolved to approve.</i> | JS |
| 5797 | MINUTES ACTION REPORT: Noted. | |
| 5798 | PUBLIC FORUM: Mr Craig Coppin – NHW Coordinator provided a report by email: Scams: HMRC, Police, TV Licensing, Universal Credit, etc. Criminals are exploiting the Covid-19 crisis, including travel agents offering holiday refunds or the selling of PPE equipment, etc. Updated NHW website launched – www.ourwatch.org.uk – with toolkits on domestic abuse, scams, preventing and reporting burglary, child sexual exploitation, advice on CCTV usage, disability, vehicle and hate crimes. Local areas: number plate thefts, fuel thefts and shed break-ins. | |
| 5799 | PLANNING (i) Planning Applications: None. (ii) Planning Decisions: S/2020/0361/LDP Certificate of Lawfulness for Proposed Development to replace existing porch with a new larger porch. 25 Church End. Approval 17/04/2020. Noted. (iii) Other Planning Matters: (a) Neighbour letters/notifications from SNC Planning: Due to Covid-19, SNC stopped posting 'neighbour letters' notifying of planning application to neighbouring properties. | |

| | <p><i>It was resolved to put notices on the PC noticeboard and website giving brief details of applications.</i> Cllr Medina will obtain clarification on what applicants are being asked to do to advertise their applications.</p> <p>(b) <i>S/2020/0435/FUL</i> Amendment to application to install septic tank only. East Pury, Furtho Lane. <i>It was resolved to submit the objection again as no justification for a septic tank as no agricultural building or work being done.</i></p> <p>(c) <i>S/2019/2232/FUL</i> 104 High Street: Some residents have commented on the grey colour of the window frames. <i>It was resolved this is not for the PC to comment on.</i></p> | <p>JS</p> <p>JS</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---------------------|---------------|----------------|-------|---------|----|-------------------------|-------|------|-------|------|--|--------|------|--------|------|--|--------|------|--------|------|-------------------------------------|--------|------|--------|------|---|--------|------|--------|------|---------------------------------------|---------|------|---------|------|----------------------------------|-------|------|-------|------|-------------------------------|-------|-------|-------|------|---|---------|--------|---------|------|--|--------|-------|--------|------|---|--------|-------|--------|--|--|----------------|---------------|----------------|---|
| <p>5800</p> <p>(i)</p> <p>(ii)</p> | <p>PLAY AREAS</p> <p>Inspection Reports: April-May: CLOSED Following Government lockdown instructions, no inspections done. Several break-ins to the Skatepark have been captured on CCTV and reported to the Police.</p> <p>CPM Playgrounds Ltd: <i>It was resolved to cancel the quarterly inspections whilst play areas are closed and to re-start as soon as play areas can re-open.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>5801</p> <p>(i)</p> <p>(ii)</p> <p>(a)</p> <p>(b)</p> <p>(c)</p> <p>(iii)</p> <p>(a)</p> <p>(b)</p> <p>(c)</p> <p>(iv)</p> <p>(v)</p> <p>(vi)</p> <p>(vii)</p> | <p>FINANCE</p> <p>Budget Report: <i>It was resolved to accept the Budget Report.</i></p> <p>Bank Balances: Total £77,830.93.</p> <p>Lloyds Current: £37,017.26 (30/04/2020).</p> <p>Lloyds Deposit: £40,813.67 (30/04/2020).</p> <p><i>It was resolved to transfer £20,000 from the current account to deposit account.</i></p> <p>Receipts:</p> <p>Lloyds Deposit: April interest £3.34 (interest rate reduced to 0.1% from 0.75% 24/03/2020 Coronavirus).</p> <p>Rev D Whittaker: Burial £300.00.</p> <p>SNC: Precept (1): £22,268.50.</p> <p>Asset Register: <i>It was resolved to approve the updated Asset Register.</i></p> <p>Risk Assessment: <i>It was resolved to approve the Risk Assessment.</i></p> <p>Internal Control Councillor (ICC): <i>It was resolved to appoint Cllr Armstrong as the new ICC following the resignation of Cllr Kilvert.</i></p> <p>Payments: Invoices verified by Cllr Kilvert prior to meeting. Cheques written and issued by Cllr Norris, following signature by two signatories. <i>It was resolved to approve the payments as listed.</i></p> <table border="1" data-bbox="263 1451 1401 1906"> <thead> <tr> <th>Chq</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>Public Works Loan Board</td> <td>63.47</td> <td>0.00</td> <td>63.47</td> </tr> <tr> <td>3106</td> <td>J Spence: Clerk salary April £687.24, Office £16</td> <td>703.24</td> <td>0.00</td> <td>703.24</td> </tr> <tr> <td>3116</td> <td>HMRC: PAYE £171.80, Employer NI £17.53</td> <td>189.33</td> <td>0.00</td> <td>189.33</td> </tr> <tr> <td>3117</td> <td>E.ON: Streetlight electricity April</td> <td>152.55</td> <td>7.63</td> <td>160.18</td> </tr> <tr> <td>3118</td> <td>NCALC: Subscriptions £576.36, Internal Audit £270</td> <td>843.36</td> <td>0.00</td> <td>843.36</td> </tr> <tr> <td>3119</td> <td>Zurich Municipal: Insurance 2020-2021</td> <td>1208.00</td> <td>0.00</td> <td>1208.00</td> </tr> <tr> <td>3120</td> <td>A Stockton: Litter picking April</td> <td>80.00</td> <td>0.00</td> <td>80.00</td> </tr> <tr> <td>3121</td> <td>DNH Contracts: Dog bins April</td> <td>80.70</td> <td>16.14</td> <td>96.84</td> </tr> <tr> <td>3122</td> <td>RTM Landscapes Ltd: Grounds contract mowing April</td> <td>1180.00</td> <td>236.00</td> <td>1416.00</td> </tr> <tr> <td>3123</td> <td>RTM Landscapes Ltd: Removal damaged Leylandii MVPF</td> <td>440.00</td> <td>88.00</td> <td>528.00</td> </tr> <tr> <td>3124</td> <td>R Phillips: Handyman labour and materials April</td> <td>394.87</td> <td>19.33</td> <td>414.20</td> </tr> <tr> <td></td> <td></td> <td>5335.52</td> <td>367.10</td> <td>5702.62</td> </tr> </tbody> </table> | Chq | PAYEE | Net £ | VAT £ | Total £ | 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 | 3116 | HMRC: PAYE £171.80, Employer NI £17.53 | 189.33 | 0.00 | 189.33 | 3117 | E.ON: Streetlight electricity April | 152.55 | 7.63 | 160.18 | 3118 | NCALC: Subscriptions £576.36, Internal Audit £270 | 843.36 | 0.00 | 843.36 | 3119 | Zurich Municipal: Insurance 2020-2021 | 1208.00 | 0.00 | 1208.00 | 3120 | A Stockton: Litter picking April | 80.00 | 0.00 | 80.00 | 3121 | DNH Contracts: Dog bins April | 80.70 | 16.14 | 96.84 | 3122 | RTM Landscapes Ltd: Grounds contract mowing April | 1180.00 | 236.00 | 1416.00 | 3123 | RTM Landscapes Ltd: Removal damaged Leylandii MVPF | 440.00 | 88.00 | 528.00 | 3124 | R Phillips: Handyman labour and materials April | 394.87 | 19.33 | 414.20 | | | 5335.52 | 367.10 | 5702.62 | <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> |
| Chq | PAYEE | Net £ | VAT £ | Total £ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 3106 | J Spence: Clerk salary April £687.24, Office £16 | 703.24 | 0.00 | 703.24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3116 | HMRC: PAYE £171.80, Employer NI £17.53 | 189.33 | 0.00 | 189.33 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3117 | E.ON: Streetlight electricity April | 152.55 | 7.63 | 160.18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3118 | NCALC: Subscriptions £576.36, Internal Audit £270 | 843.36 | 0.00 | 843.36 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3119 | Zurich Municipal: Insurance 2020-2021 | 1208.00 | 0.00 | 1208.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3120 | A Stockton: Litter picking April | 80.00 | 0.00 | 80.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3121 | DNH Contracts: Dog bins April | 80.70 | 16.14 | 96.84 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3122 | RTM Landscapes Ltd: Grounds contract mowing April | 1180.00 | 236.00 | 1416.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3123 | RTM Landscapes Ltd: Removal damaged Leylandii MVPF | 440.00 | 88.00 | 528.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3124 | R Phillips: Handyman labour and materials April | 394.87 | 19.33 | 414.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 5335.52 | 367.10 | 5702.62 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>5802</p> <p>(i)</p> | <p>PARISH COUNCIL MATTERS</p> <p>Grounds Maintenance Contract – High Street Churchyard Conservation Management Plan: Cllr Lucas reported conservation areas in the Churchyard had been mown in April before wildflowers had finished flowering, which was also a danger to ground-nesting birds. Wildflowers should not be mown before July. <i>It was resolved</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



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| | to review the maintenance plan before October 2020 to give clearer guidelines with maps. | JS |
| (ii) | PSSC: | |
| (a) | Rent: The PSSC Treasurer advised they have received a Coronavirus Grant and do not require the six-month rent freeze. <i>It was resolved to cancel the six-month rent freeze resolved 8 April 2020 Minute 5788(ii).</i> | JS |
| (b) | Broadband CCTV: <i>It was resolved to contribute £35 per quarter to broadband costs, payable annually.</i> | JS |
| (iii) | New Homes Bonus Relaunch by SNC 30/04/2020: The PC may consider applying for a grant for a footpath in Furtho Lane. Previous correspondence to be reviewed. | JS |
| 5803 | VILLAGE MATTERS | |
| (i) | Mill Pond Conservation Area: Cllr Dring and his brother were thanked for recent herbicide spraying and cultivation work which has progressed the Conservation Area significantly. Dying ash trees to be monitored. It is planned that wildflower seeds will be sown in Spring 2021. | |
| (ii) | Defibrillator Monthly Check: Cllr Parkin advised in working order. | |
| (iii) | CCTV Monthly Check: Cllr Capps advised in working order. | |
| (iv) | Meadow View Play Area - Illuminate Car Park Area: <i>It was resolved that Cllr Millidge will research external solar lights and report to June meeting. It was resolved to issue jobsheet to Handyman to clean CCTV casings.</i> | JM JS |
| (v) | Public Rights of Way Signage: Footpath signs within and outside the Parish are missing. Electric fence signage in nearby farmland is also missing. <i>It was resolved to liaise with Mr Emmins (Footpath Coordinator) and prepare a report to Colin Wicks, NCC Rights of Way Officer.</i> | JM JS |
| (vi) | Village Inspections: | |
| (a) | Report to Street Doctor – Potholes: On 14/04/2020 NCC responded that none meet their investigatory levels for repair. Some potholes have since received attention. | |
| (b) | Report to Street Doctor – Road & Footpath Faults: On 14/04/2020 NCC responded that none meet their investigatory levels for repair – no further action by NCC. | |
| (c) | Other faults and issues raised in the Village Inspections continue to be processed. | |
| (vii) | Fence by 57 Meadow View: Deferred to June to enable all Councillors to inspect. | All |
| (viii) | Green Bin – Churchyard Gates, Homestead Way: Volunteers removed soil from the bin to use in the Churchyard. No further action required. | |
| 5804 | POTTERS PURY COMMUNITY SUPPORT (CORONAVIRUS): Cllr Millidge reported 85 residents volunteered to help, and 68 residents have requested assistance. The project is working well and requests for help are trailing off. The offers of help and community spirit is much appreciated. | |
| 5805 | HIGHWAYS: | |
| (i) | A5 – 40mph Zone Request: On 07/04/2020 Highways England (HE) advised they plan to develop the speed limit reduction scheme this financial year (2020/21) to the point where design is completed, subject to Police co-operation and a favourable public consultation. However, the M1 J6 - J13 smart motorway works means there can be no roadworks on the A5 at the same time, until 2022. | |
| (ii) | Report to Highways England – Faults & Issues on A5: On 17/04/2020 a detailed response to reported faults highlighted in Village Inspections was received from HE. | |



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| (iii) | A5 Parapet Coping Stone: It was noted that HE has completed this repair. | |
| 5806 | CORRESPONDENCE: (i) Email 10/04/2020: A Mays Way resident complained about herbicide spraying near her fence and agreed to trim back weeds growing from her garden through the fence. Noted. (ii) Email 11/04/2020: A resident suggested the PC consider a memorial in due course to key workers in the Coronavirus Pandemic. <i>It was resolved to consider again when the coronavirus crisis is over.</i> (iii) Email 13/04/2020: Report of dead trees on A5 – “40 Trees”. Cllr Lucas inspected the trees: from the West side (Towcester) tree number: 1 – Hawthorn dead; 6 – Hawthorn dead; 17 – missing; 22 Hawthorn dead; 30 – missing. The issue is the trees were planted too close together. <i>It was resolved to look at the trees again in September and take appropriate action.</i> | |
| 5807 | CONSULTATIONS: MK 2050 Futures Consultation: Cllr Parkin and Cllr Millidge responded to the online consultation giving clear objections to the proposals which would negatively impact on the Parish and nearby areas. | |
| 5808 | Next Parish Council meeting Wednesday 10 June 2020 at 7:30pm by video conference: Check PC website for updates – www.potterspurypc.org.uk | |
| | The Chair closed the meeting at 9:35pm | |
| | | JS 03/06/2020 |

Signed _____



Date _____

11/06/2020