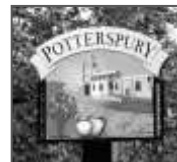


Potterspurvy Parish Council

Chairman of the Council: Dr Steve Parkin

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

228 Park Lane, Northampton, NN5 6QW 01604 587265 www.potterspurvypc.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 9 SEPTEMBER 2020 at 7:30 pm**. All members of the Council are hereby summoned to attend online or by audio 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 911 068 932#

Jane Spence

Jane Spence – Clerk
2 September 2020

AGENDA

1	APPROVE APOLOGIES for absence.
2	APPROVE MINUTES:
(i)	Parish Council meeting held on 8 July 2020.
(ii)	Extraordinary meeting of Parish Council held on 7 September 2020.
3	MATTERS ARISING from previous meetings.
4	DECLARATION OF INTEREST under the Council's Code of Conduct.
5	MEMBERSHIP OF COUNCIL: Co-option update.
6	SUMMARY OF MINUTES ACTION REPORT.
7	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.
8	PLANNING
(i)	PLANNING APPLICATIONS: None received.
(ii)	PLANNING DECISIONS:
(a)	S/2020/0777/FUL Single storey log cabin summerhouse and a shed cabin. Both to be erected within a 2m distance from the boundary. 62 Blackwell End. Approval 06/07/20.
(b)	S/2020/0868/FUL Removal of modern casements windows to front and rear roof elevations, removal of plastic rainwater goods. Replacements with timber casements and painted metal rainwater goods. Grafton House, 11 Church End. Approval 15/07/20.
(c)	S/2020/0869/LBC Listed Building Consent – as above. Grafton House, 11 Church End. Approval 15/07/20.
(d)	S/2020/0900/FUL Erection of garden shed in rear garden. Flat 58 Mansion Gardens. Approval 30/07/20.
(e)	S/2020/1108/FUL New front porch. 57 Watling Street. Approval 13/08/20.
(f)	S/2020/1115/TPO Tree Preservation Order Consent. 1no. Hornbeam tree crown reduce. 108 High Street. Approval 26/08/20.
(iii)	OTHER PLANNING MATTERS:
(a)	E/2019/0323 Enforcement Notice re S/2020/0056/FUL Four roof lights installed without planning permission. 24 Woods Lane.
(b)	E/2019/0323 Breach of Condition Notice re S/2019/1973/COND Street facing elevation window not to approved plans – missing reveal and lintel. 24 Woods Lane
(c)	APP/Z2830/W/19/3233064 & APP/Z2830/Y/19/3233063 Appeal Decision Single storey extension to listed building. Pathfinder Cottage, 34 Blackwell End. Appeals dismissed 11/08/2020.
(d)	APP/Z2830/W/20/3249562 Appeal Decision re S/2020/0056/FUL Roof windows install roof line (retrospective). 24 Woods Lane. Appeal dismissed 01/09/2020.
9	PLAY AREAS
(i)	RECEIVE INSPECTION REPORTS – July-August:
(a)	Meadow View – Cllr Silvester
(b)	Mays Way, Blackwell End, Village Hall - Cllr Capps
(ii)	RECEIVE INSPECTION REPORTS – August-September:
(a)	Meadow View – Cllr Millidge

<p>(b) (iii) (a) (b) (iv)</p>	<p>Mays Way, Blackwell End, Village Hall – Cllr Wootton INSPECTION ROTA – September-October: Meadow View – Cllr Capps Mays Way, Blackwell End & Village Hall – Cllr Parkin PPE: Consider PPE for Councillor inspections.</p>																																																																																					
<p>10 (i) (ii) (a) (b) (c) (e) (f) (iii) (a) (b) (c) (iv) (v) (vi) (vii)</p>	<p>FINANCE RECEIVE BUDGET REPORT FROM CLERK. BANK BALANCES: TOTAL BALANCE 31/07/2020 - £67,194.32 Lloyds Current: £6,366.88 (31/07/2020). Lloyds Deposit: £50,827.44 (31/07/2020). 08/07/2020 Instruction to transfer £10,000 from deposit to current account. TOTAL BALANCE 31/08/2020 - £66,495.90 Lloyds Current: £15,664.54 (31/08/2020). Lloyds Deposit: £50,831.36 (31/08/2020). RECEIPTS: (a) Lloyds Deposit – July interest: £4.57 (b) Lloyds Deposit – August interest: £4.82 (c) Rev Whittaker – 30/07/20 two interments of ashes: £246.00 RESERVES: Consider reserves to 31/03/2020. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN: External Auditor Report and Certificate 2019/2020. CLERK'S ANNUAL NJC PAY REVIEW 2020/21: Consider 2.75% increase backdated to 01/04/2020. APPROVAL OF ONLINE PAYMENT TRANSFERS (together with any further payments requested by Clerk).</p> <table border="1" data-bbox="280 824 1481 1518"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>TR23</td> <td>14/7/20 - MK Marking Systems: Play Area Covid signs</td> <td>457.92</td> <td>91.28</td> <td>549.50</td> </tr> <tr> <td>TR24</td> <td>12/8/20 - J Spence: Clerk salary July £687.24, office £16</td> <td>703.24</td> <td>0.00</td> <td>703.24</td> </tr> <tr> <td>TR25</td> <td>J Spence: Clerk salary August £687.24, office £16</td> <td>703.24</td> <td>0.00</td> <td>703.24</td> </tr> <tr> <td>TR26</td> <td>HMRC: July & August PAYE £343.60; NI £35.06</td> <td>378.66</td> <td>0.00</td> <td>378.66</td> </tr> <tr> <td>TR27</td> <td>Cllr S Norris: Postage reimbursement</td> <td>2.06</td> <td>0.00</td> <td>2.06</td> </tr> <tr> <td>TR28</td> <td>Aylesbury Mains Ltd: Streetlight repairs 2/7/20 [19908]</td> <td>129.40</td> <td>25.88</td> <td>155.28</td> </tr> <tr> <td>TR29</td> <td>Smith of Derby: St Nicholas Church clock service</td> <td>238.00</td> <td>47.60</td> <td>285.60</td> </tr> <tr> <td>TR30</td> <td>NCALC: Cllr training.</td> <td>44.00</td> <td>0.00</td> <td>44.00</td> </tr> <tr> <td>TR31</td> <td>SNAST NHW Membership subscription 2020-21</td> <td>20.00</td> <td>0.00</td> <td>20.00</td> </tr> <tr> <td>TR32</td> <td>Buckinghamshire Building Co Ltd: Churchyard wall report</td> <td>852.50</td> <td>170.50</td> <td>1023.00</td> </tr> <tr> <td>TR33</td> <td>E.ON: Streetlight electricity June £155.01 & July £160.18</td> <td>300.18</td> <td>15.01</td> <td>315.19</td> </tr> <tr> <td>TR34</td> <td>A Stockton: Litter picking July & August</td> <td>160.00</td> <td>0.00</td> <td>160.00</td> </tr> <tr> <td>TR35</td> <td>DNH Contracts: Dog bins July £96.84 & August £77.47</td> <td>145.26</td> <td>29.05</td> <td>174.31</td> </tr> <tr> <td>TR36</td> <td>RTM Landscapes: July mowing £2124.00 & August mowing / herbicide spraying £1866.00</td> <td>3325.00</td> <td>665.00</td> <td>3990.00</td> </tr> <tr> <td>TR37</td> <td>PKF Littlejohn LLP: External audit fees 2019/2020</td> <td>300.00</td> <td>60.00</td> <td>360.00</td> </tr> <tr> <td></td> <td></td> <td>6598.30</td> <td>1013.04</td> <td>7611.34</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	TR23	14/7/20 - MK Marking Systems: Play Area Covid signs	457.92	91.28	549.50	TR24	12/8/20 - J Spence: Clerk salary July £687.24, office £16	703.24	0.00	703.24	TR25	J Spence: Clerk salary August £687.24, office £16	703.24	0.00	703.24	TR26	HMRC: July & August PAYE £343.60; NI £35.06	378.66	0.00	378.66	TR27	Cllr S Norris: Postage reimbursement	2.06	0.00	2.06	TR28	Aylesbury Mains Ltd: Streetlight repairs 2/7/20 [19908]	129.40	25.88	155.28	TR29	Smith of Derby: St Nicholas Church clock service	238.00	47.60	285.60	TR30	NCALC: Cllr training.	44.00	0.00	44.00	TR31	SNAST NHW Membership subscription 2020-21	20.00	0.00	20.00	TR32	Buckinghamshire Building Co Ltd: Churchyard wall report	852.50	170.50	1023.00	TR33	E.ON: Streetlight electricity June £155.01 & July £160.18	300.18	15.01	315.19	TR34	A Stockton: Litter picking July & August	160.00	0.00	160.00	TR35	DNH Contracts: Dog bins July £96.84 & August £77.47	145.26	29.05	174.31	TR36	RTM Landscapes: July mowing £2124.00 & August mowing / herbicide spraying £1866.00	3325.00	665.00	3990.00	TR37	PKF Littlejohn LLP: External audit fees 2019/2020	300.00	60.00	360.00			6598.30	1013.04	7611.34
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<p>11 (i) (ii) (iii) (iv) (v)</p>	<p>PARISH COUNCIL MATTERS: HIGH STREET CHURCHYARD WALL: Receive update. MEADOW VIEW PLAYING FIELD: Consider application to hold outdoor bootcamp exercise sessions. VILLAGE HALL: Consider risk assessments and information for re-opening of Village Hall. POTTERSURY.ORG EMAIL ADDRESSES: Receive update from Cllr Capps. POTTERSURY PARISH COUNCIL WEBSITE: Consider compliance with Website Content Accessibility Guidelines.</p>																																																																																					
<p>12 (i) (a) (b) (ii) (iii) (iv) (v) (vi) (vii)</p>	<p>VILLAGE MATTERS: MILL POND CONSERVATION AREA: (a) Receive update. (b) Consider quotations for fencing and gate around scrape (circulated 21/7/20). DEFIBRILLATOR: Receive monthly equipment check report. CCTV: Receive monthly equipment check report. CRACK WILLOW LOGS: Consider quotation for removal of logs. DEAD TREE RV22 near Mansion Gardens: Consider quote for removal. LITTER PICKING CONTRACT: Consider Report from Cllr Silvester and Cllr Wootton. LITTER IN FURTHO LANE: Receive update on littering.</p>																																																																																					

(viii)	PARKING ON GRASS VERGES: Consider action required.
13 (i) (ii)	CONSULTATIONS: MK FUTURES 2050: Receive update. WHITE PAPER: PLANNING FOR THE FUTURE (deadline to NCALC 15/10/2020). (Circulated 27/08/20).
14 (i) (a) (b) (c) (d) (e) (f) (g) (h) (ii)	CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting. 22/07/20 Email: Users of skatepark blocking younger local children and anti-social behaviour. 31/07/20 Email: Complaint about litter in skatepark 14/08/20 Facebook: Complaint about litter in skatepark. 04/08/20 Email: Complaint about queuing traffic on A5 attending car boot sale. 14/08/20 Email: Complaint about queuing traffic on A5 and vehicles parking on verge attending car boot sale. 25/08/20 Letter: Complaint hedge and fence in High Street. 26/08/20 Email: Complaint silver birch tree in Mays Way. 28/08/20 Email: Speed limit on A5 near Hobbyfish following recent accident. Consider responses received to previous correspondence:
15	UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.
16	Next Parish Council meeting: Wednesday 14 October 2020 – 7:30pm by online video conference.
	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.