

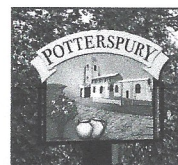
Potterspurty Parish Council

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 9 September 2020 at 7:30pm 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 Armstrong, Mr M Wootton, Mr G Lucas, Mr S Norris, Mr R Capps, Mr S Dring, Mrs B Silvester, Mrs T Holland, Mrs A Ruck, Mrs J Blunden, Mr F Giblin.

Parish Clerk: Mrs J Spence.

Apologies: None.

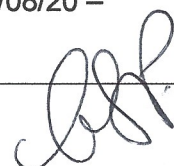
County Cllr A Walker and Mr C Coppin, NHW Coordinator, sent their apologies.

5843	APOLOGIES: None.	
5844	MINUTES: (i) <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 8 July 2020, which were duly signed by the Chair.</i> (ii) <i>It was resolved to approve as a true record the Minutes of the Extraordinary Parish Council Meeting held on 7 September 2020, which were duly signed by the Chair.</i>	
5845	MATTERS ARISING: None.	
5846	DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT: Cllr Norris received a payment as reimbursement of expenditure on behalf of the PC – Minute 5852 (vii).	
5847	MEMBERSHIP OF COUNCIL: The Chair welcomed Cllr Fred Giblin who was co-opted at the Extraordinary meeting held on 7 September 2020.	
5848	MINUTES ACTION REPORT: Noted. 5717(v) Parish Plan Review: Cllr Ruck and Cllr Holland will join the Working Group. <i>It was resolved hold an online meeting of the Parish Plan Working Group on Tuesday 22 September 2020 at 4:00pm.</i> 5802(i) Churchyard Maintenance Plan Review: Clerk to work with Cllr Lucas to prepare draft for consideration at October meeting.	JS JS
5849	PUBLIC FORUM: (i) Mr Craig Coppin – NHW Coordinator provided a report by email: Crime figures: June - SN 315 (Potterspurty 4). July – SN 325 (Potterspurty 9). Mansion Gardens – 4 tyres cut on vehicle and a secured vehicle was accessed and searched but nothing taken. Speed check by police in Church End on 20/08/20 – no offences recorded. Email and telephone scams to obtain bank details/cash: Covid-19, HMRC, police, utility companies, parcel deliveries, holidays or flights, DVLA, TV Licence, Instagram. Doorstep scams and distraction burglaries.	
5850	PLANNING (i) Planning Applications: None.	

	<p>(ii) Planning Decisions:</p> <p>(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. Noted.</p> <p>(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. Noted.</p> <p>(c) S/2020/0869/LBC Listed Building Consent – as above. Grafton House, 11 Church End. Approval 15/07/20. Noted.</p> <p>(d) S/2020/0900/FUL Erection of garden shed in rear garden. Flat 58 Mansion Gardens. Approval 30/07/20. Noted.</p> <p>(e) S/2020/1108/FUL New front porch. 57 Watling Street. Approval 13/08/20. Noted.</p> <p>(f) S/2020/1115/TPO Tree Preservation Order Consent. 1no. Hornbeam tree crown reduce. 108 High Street. Approval 26/08/20. Noted.</p> <p>(iii) Other Planning Matters:</p> <p>(a) E/2019/0323 Enforcement Notice re S/2020/0056/FUL Four roof lights installed without planning permission. 24 Woods Lane. Compliance deadline 30/12/20. Noted.</p> <p>(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. Compliance deadline 15/10/20. Noted.</p> <p>(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. Noted.</p> <p>(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. Noted.</p>	
5851	<p>PLAY AREAS:</p> <p>(i) Inspection Reports July-August:</p> <p>(a) Meadow View – Cllr Silvester submitted a report. Significant rubbish and litter in the skatepark – many complaints received from residents. Covid-19 signage being ignored by skatepark users. <i>It was resolved to remove graffiti on skatepark.</i></p> <p>(b) Mays Way, Blackwell End & Village Hall – Cllr Capps submitted a report. <i>It was resolved to ask Handyman to carry out repairs and work as necessary.</i></p> <p>(ii) Inspection Reports August-September:</p> <p>(a) Meadow View – Cllr Millidge submitted a report. <i>It was resolved that Cllr Lucas will check condition of yellow safety barrier</i></p> <p>(b) Mays Way, Blackwell End & Village Hall – Cllr Wootton submitted a verbal report. Padlocks missing in Blackwell End and Mays Way. Shopping trolley dumped in Blackwell End. <i>It was resolved to ask allotment holders if they can use.</i> Mays Way stump fallen over and broken branch hanging in area. <i>It was resolved to ask Handyman to carry out repairs and work as necessary.</i></p> <p>(iii) Inspection Rota September-October:</p> <p>(a) Meadow View: Cllr Capps.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr Parkin</p> <p>(iv) PPE for Inspections: <i>It was resolved Councillors may claim for purchase of PPE for carrying out play area inspections.</i></p> <p>(v) CPM Playgrounds Ltd: <i>It was resolved to accept quotation of £180 to supply and fit new bearings on OGE Push Hands.</i></p>	<p>JS</p> <p>JS</p> <p>GL</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p>
5852	<p>FINANCE</p> <p>(i) Budget Report: <i>It was resolved to accept the Budget Report.</i></p> <p>(ii) Bank Balances:</p> <p>(a) Total £67,194.32 (31/07/2020).</p>	

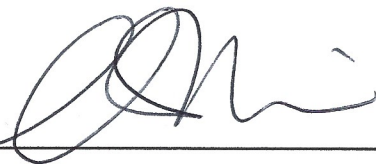
(b)	Lloyds Current: £6,366.88 (31/07/2020).																																																																																											
(c)	Lloyds Deposit: £50,827.44 (31/07/2020).																																																																																											
(d)	08/07/20 Instruction to Lloyds to transfer £10,000 from deposit to current – in transit.																																																																																											
(e)	Total £66,495.90 (31/08/2020).																																																																																											
(f)	Lloyds Current: £15,664.54 (31/08/2020).																																																																																											
(g)	Lloyds Deposit: £50,831.36 (31/08/2020).																																																																																											
(iii)	Receipts:																																																																																											
(a)	Lloyds Deposit July interest: £4.57.																																																																																											
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(c)	Rev Whittaker 30/07/2020 two interments of ashes: £246.00.																																																																																											
(iv)	Reserves 01/04/2020: Specific/ring-fenced £31,746.40 and General £31,344.30 – total £63,090.70. It was resolved to approve the Reserves Report.	JS																																																																																										
(v)	Annual Governance and Accountability Return 2019/2020: External audit and certificate approved by PKF Littlejohn LLP with no issues arising.																																																																																											
(vi)	Clerk's Annual NJC Pay Review 2020/2021: It was resolved to approve the 2.75% increase backdated to 1 April 2020.																																																																																											
(vii)	It was resolved to approve payments as listed, having been checked by Cllr Armstrong IFC, to be authorised on Lloyds by Cllr Capps and Cllr Millidge.																																																																																											
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(viii)	It was resolved to hold TR32 to Buckinghamshire Building Co Ltd until report received.	JS																																																																																										
5853	PARISH COUNCIL MATTERS																																																																																											
(i)	High Street Churchyard Wall: Awaiting report from Buckinghamshire Building Co Ltd.																																																																																											
(ii)	Meadow View Playing Field – application for Saturday morning bootcamp: It was resolved to obtain further information as playing field used by Towcester junior football team on Saturday mornings.	JS																																																																																										
(iii)	Village Hall: It was resolved to ratify the approval of the Risk Assessments prepared by Mr Mark Silvester, Chair, Potterspurty Village Hall Committee, for the re-opening of the Village Hall under Covid-19 safety restrictions.																																																																																											

(iv)	Potterspurry.Org: <i>It was resolved to install the new email addresses for Councillors in compliance with GDPR.</i>	JS
(v)	Parish Council Website – Website Content Accessibility Guidelines: <i>It was resolved that Cllrs Millidge, Capps and Holland will research and report back to November meeting.</i>	JM RC TH
5854	VILLAGE MATTERS	
(i)	Mill Pond Conservation Area:	
(a)	Update: Cllr Dring will herbicide spray and cultivate again when weather permits.	
(b)	Fencing and gate around scrape: Three quotations were obtained. <i>It was resolved to accept the quotation of £1,324.90 from RTM Landscapes Ltd. Clerk to apply to SNC for Community Grant.</i>	JS
(ii)	Defibrillator Monthly Check: Cllr Parkin advised in working order.	
(iii)	CCTV Monthly Check: Cllr Capps advised in working order. <i>It was resolved to obtain quotations for upgrade of equipment and research possible grant funding.</i>	JS
(iv)	Crack Willow Logs on farmland: Quotation from RTM Landscapes too expensive. <i>It was resolved to research alternative options for removing the logs.</i>	JS
(v)	Dead Tree RV22 near Mansion Gardens: <i>It was resolved to accept the quotation of £150 from RTM Landscapes Ltd to cut down and remove the tree.</i>	JS
(vi)	Volunteer Litter Picking Duties Agreement: Cllr Silvester and Cllr Wootton met with Mr Andrew Stockton: the existing agreement dated January 2013 is no longer relevant and requires updating. <i>It was resolved that Cllr Silvester will provide information for a draft new agreement and maps and Cllr Parkin will prepare new maps.</i>	BS SP
(vii)	Litter in Furtho Lane:	
(a)	<i>It was resolved to continue to monitor amount of litter.</i>	Cllrs
(b)	<i>It was resolved the Clerk draft a letter to residents, if littering persists.</i>	JS
(c)	<i>It was resolved to ask RTM Landscapes to mow the verge and quote for cutting back hedge, after inspection by Chair.</i>	JS SP
(viii)	Parking on grass verges and footpaths:	
(a)	<i>It was resolved the Clerk email generic letter to all Councillors to place on vehicles parked on grass verges, as necessary.</i>	JS
(b)	<i>It was resolved the Clerk email generic letter to all Councillors to place on vehicles parked inconsiderately on footpaths, as necessary.</i>	JS
5855	Consultations:	
(i)	MK Futures 2050 Consultation (Potterspurry – Area 11): Nothing to report.	
(ii)	White Paper Planning for the Future: It was not considered that a submission from the PC would influence the consultation.	
5856	CORRESPONDENCE:	
(a)	22/07/20 Email: Skatepark - complaint anti-social behaviour by older, non-resident users, preventing use by younger local children. Reply sent 27/07/20 – PC unable to police use of skatepark, which is open to all.	
(b)	31/07/20 Email: Skatepark – complaint excessive litter. Reply sent 24/08/20 – residents and Councillors have been clearing litter.	



(c)	14/08/20 Facebook: MUGA – complaint excessive litter.	
(d)	04/08/20 Email: Potterspurty Car Boot Sale – complaint disruption on A5 due to queuing vehicles and parking on verge. Reply sent 17/08/20 – PC has no powers to control traffic on A5 – Police responsibility. Reported to Police 20/08/20 by PC.	
(e)	14/08/20 Email: Potterspurty Car Boot Sale – complaint disruption on A5 due to queuing vehicles and parking on verge. Reply sent 17/08/20 – PC has no powers to control traffic on A5 – Police responsibility. Also included on report to Police 20/08/20.	
(f)	25/08/20 Letter: Complaint hedge and fence at High Street property detrimental to road safety vision splay and breach of planning refusal. <i>It was resolved to monitor growth of hedge and if becomes overgrown and impairs vision splay, PC to report to SNC Planning as planning matter and not the responsibility of PC.</i>	JS
(g)	26/08/20 Email: Complaint silver birch tree in Mays Way. <i>It was resolved that Tree Wardens will inspect tree and advise Clerk on appropriate reply.</i>	JM JS
(h)	28/08/20 Email: Report of accident on A5 by Hobbyfish on 26/08/20. <i>It was resolved to add to PC argument to support speed reduction on A5 with Highways England.</i>	JS
(i)	04/09/20 Email: Complaint skatepark being used after 11:00pm until early hours of morning with loud music and secondly cars driving too fast where children are playing. <i>It was resolved to recommend the resident report incidents as they occur to Police 101 online as reports may encourage Police action.</i>	JS
5857	Next Parish Council meeting Wednesday 14 October 2020 at 7:30pm by video conference: Check PC website for updates – www.potterspurypc.org.uk	
	The Chair closed the meeting at 10:00pm	
		JS 24/09/2020

Signed _____



Date _____

14 Oct 2020