

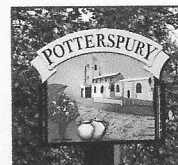
Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurty.org.uk

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



MINUTES of the meeting of Potterspurty Parish Council held remotely on Wednesday 13 January 2021 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 M Wootton, Mr G Lucas, Mr R Capps, Mr S Dring, Mr R Armstrong, Mrs T Holland, Mrs A Ruck, Mrs J Blunden, Mr F Giblin, Mr S Norris (joined 8:20pm).

Parish Clerk: Mrs J Spence.

Apologies: Cllr S Norris (late arrival) joined 8:20pm, Cllr B Silvester. Mr Coppin, NHW Co-ordinator sent his apologies.

Also present: District Cllr A Medina

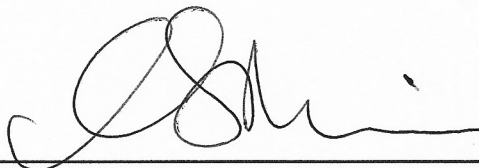
5905	APOLOGIES: It was resolved to approve the apologies for absence from Cllr Silvester.	
5906	MINUTES: <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 9 December 2020, which were duly signed by the Chair.</i>	
5907	MATTERS ARISING:	
5908	DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT: Cllr Lucas - £17.40 reimbursement of expenses incurred on behalf of PC. Cllr Millidge - £70.00 reimbursement of expenditure on behalf of PC. Minute 5913(vii).	
5909	MINUTES ACTION REPORT: Noted.	
5910	PUBLIC FORUM: (i) Cllr Abigail Medina - District Cllr SNC emailed WNC Draft Budget Consultation information, WNC Forward Plan 01/21-03/21 and Covid Surveillance report for website and Facebook. (ii) Mr Craig Coppin – NHW Coordinator provided a report by email: Crime figures: November – SN 318 (Potterspurty 5). Police reiterate that during Lockdown everyone should stay at home and only leave for essential reasons. Latest email scams to obtain bank details include: Covid-19 Vaccine from fake NHS website – the vaccine is free. Fake HMRC email - self-employed grants. Delivery companies – a parcel is awaiting delivery.	JM
5911	PLANNING (i) Planning Applications: (a) S/2020/2153/FUL Variation of Condition 4 (architectural details) S/2020/0382/FUL. Demolition of several dilapidated rear extensions and the construction of one replacement extension on a similar footprint. Associated internal alterations to alter doors and windows. 104 High Street. It was resolved to submit a response of no objection to SNC. (b) S/2020/2154/LBC Variation of Condition 6 (windows and doors) S/2020/0383/LBC. Demolition of several dilapidated rear extensions and the construction of one replacement extension on a similar footprint. Associated internal alterations to alter doors and windows. 104 High Street. It was resolved to submit a response of no objection to SNC. (c) S/2020/2263/FUL Two storey front extension and addition of new garage. 33 Meadow View. It was resolved to submit a response to SNC of no objection with the observation that bricks should match existing – lbstock multi-buff. (ii) Planning Decisions: None. (iii) Other Planning Matters: (a) E/2020/0289 Special Ops Adventure Site, Furtho Lane, Potterspurty. Enquiry – change of use without permission from agricultural to business. Awaiting update from SNC.	

(b)	24 Woods Lane: Response from neighbour on west side – building works appear to comply with plans agreed by SNC.																																																																												
5912	<p>PLAY AREAS:</p> <p>(i) Inspection Reports December-January:</p> <p>(a) Meadow View – Cllr Norris submitted a report.</p> <p>(b) Mays Way, Blackwell End & Village Hall – Cllr Ruck submitted a report. <i>It was resolved to ask Handyman to carry out repairs and work as necessary.</i></p> <p>(ii) Inspection Rota January-February:</p> <p>(a) Meadow View: Cllr Blunden.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr Lucas.</p> <p>(iii) CPM Playgrounds Ltd: Quarterly report dated 22/12/2020. Noted.</p>	JS																																																																											
5913	<p>FINANCE</p> <p>(i) Budget Report: <i>It was resolved to accept the Budget Report.</i></p> <p>(ii) Bank Balance Total: £73,115.13 (31/12/2020).</p> <p>(a) Lloyds Current: £22,268.65 (31/12/2020).</p> <p>(b) Lloyds Deposit: £50,846.48 (31/12/2020).</p> <p>(iii) Receipts:</p> <p>(a) Lloyds Deposit December interest: £2.17.</p> <p>(b) HMRC VAT repayment 01/06/20-30/09/20: £1,797.47.</p> <p>(c) NCC Mowing Rebate 2020: £205.28.</p> <p>(iv) Budget 2021-2022: <i>It was resolved to approve the revised Budget of £47,003.92 dated 05/01/2021.</i></p> <p>(v) Precept 2021-2022: <i>It was resolved to approve the Precept demand to SNC of £46,088.71.</i></p> <p>(vi) Electronic Tablets: Cllr Capps was unable to set up a tablet for Cllr Lucas due to Coronavirus isolation. The internet connection in this part of Meadow View is considered inadequate to conduct Teams meetings. Tablets will be loaned to Cllr Wootton and Cllr Dring.</p> <p>(vii) <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 Capps.</i></p> <table border="1"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>72</td> <td>J Spence: Clerk salary £706.26, Office expenses £16.00</td> <td>722.26</td> <td>0.00</td> <td>722.26</td> </tr> <tr> <td>73</td> <td>HMRC: Clerk PAYE £176.40, Employer NI £20.79</td> <td>197.19</td> <td>0.00</td> <td>197.19</td> </tr> <tr> <td>74</td> <td>NCALC: Councillor Training</td> <td>44.00</td> <td>0.00</td> <td>44.00</td> </tr> <tr> <td>75</td> <td>B Osborne: Payroll services Oct-Dec 2020</td> <td>66.00</td> <td>0.00</td> <td>66.00</td> </tr> <tr> <td>76</td> <td>A Stockton: Litter picking December</td> <td>80.00</td> <td>0.00</td> <td>80.00</td> </tr> <tr> <td>77</td> <td>Cllr G Lucas: Phone charges TEAMS meeting 11/11/20</td> <td>17.40</td> <td>0.00</td> <td>17.40</td> </tr> <tr> <td>78</td> <td>WordPress: Domain mapping £10 & Two-year subscription £60 (Cllr Millidge)</td> <td>70.00</td> <td>0.00</td> <td>70.00</td> </tr> <tr> <td>79</td> <td>E.ON: Streetlight electricity November</td> <td>147.63</td> <td>7.38</td> <td>155.01</td> </tr> <tr> <td>80</td> <td>RTM Landscapes Ltd: Crownlift tree Mays Way</td> <td>120.00</td> <td>24.00</td> <td>144.00</td> </tr> <tr> <td>81</td> <td>Aylesbury Mains Ltd: Street light repairs [20150 & 20177]</td> <td>179.95</td> <td>35.99</td> <td>215.94</td> </tr> <tr> <td>82</td> <td>Buckinghamshire Building Co Ltd: Churchyard wall repair scheme for tender and construction [7179]</td> <td>468.50</td> <td>93.70</td> <td>562.20</td> </tr> <tr> <td>83</td> <td>CPM Playgrounds Ltd: Play area inspections [4042]</td> <td>215.00</td> <td>43.0</td> <td>258.00</td> </tr> <tr> <td>84</td> <td>DNH Contracts: Dog bins Dec empty, replacement bin [1653]</td> <td>189.70</td> <td>37.94</td> <td>227.64</td> </tr> <tr> <td></td> <td></td> <td>2517.63</td> <td>242.01</td> <td>2759.64</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	72	J Spence: Clerk salary £706.26, Office expenses £16.00	722.26	0.00	722.26	73	HMRC: Clerk PAYE £176.40, Employer NI £20.79	197.19	0.00	197.19	74	NCALC: Councillor Training	44.00	0.00	44.00	75	B Osborne: Payroll services Oct-Dec 2020	66.00	0.00	66.00	76	A Stockton: Litter picking December	80.00	0.00	80.00	77	Cllr G Lucas: Phone charges TEAMS meeting 11/11/20	17.40	0.00	17.40	78	WordPress: Domain mapping £10 & Two-year subscription £60 (Cllr Millidge)	70.00	0.00	70.00	79	E.ON: Streetlight electricity November	147.63	7.38	155.01	80	RTM Landscapes Ltd: Crownlift tree Mays Way	120.00	24.00	144.00	81	Aylesbury Mains Ltd: Street light repairs [20150 & 20177]	179.95	35.99	215.94	82	Buckinghamshire Building Co Ltd: Churchyard wall repair scheme for tender and construction [7179]	468.50	93.70	562.20	83	CPM Playgrounds Ltd: Play area inspections [4042]	215.00	43.0	258.00	84	DNH Contracts: Dog bins Dec empty, replacement bin [1653]	189.70	37.94	227.64			2517.63	242.01	2759.64	JS RC
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5914	<p>PARISH COUNCIL MATTERS</p> <p>(i) High Street Churchyard:</p> <p>(a) Wall Repair: A without prejudice/obligation guide price was requested from Buckinghamshire Building Co Ltd - unable to action as employee has Covid. Deferred to February agenda.</p> <p>(b) Lime Trees Pollarding: Completion of TPO application to SNC not yet done.</p> <p>(ii) Parish Plan Review: The survey questions are ready for final check at the next Working Group meeting before circulation to full Council.</p> <p>(iii) Police Liaison Representative: Mr Craig Coppin, Potterspury NHW Coordinator, has agreed to take on this role. <i>It was resolved to approve and submit to NCALC.</i></p>	JS JS JS																																																																											

5915	<p>VILLAGE MATTERS</p> <p>(i) Mill Pond Conservation Area:</p> <p>(a) Update: Further work planned for March, subject to ground and weather conditions.</p> <p>(b) Potterspurty Preschool Visits: The Preschool contacted Cllr Millidge asking for advice on location to hold a Forest School in the summer. <i>It was resolved to offer the use of the Conservation Area when it is ready to receive visitors.</i></p> <p>(ii) Defibrillator Monthly Check: Cllr Parkin advised in working order.</p> <p>(iii) CCTV Monthly Check: Cllr Capps advised in working order.</p> <p>(iv) Dog Bins: <i>It was resolved to obtain a quote from DNH Contracts for supply and installation of three dog bins: High Street (near grit bin A5 end), by noticeboard opposite shop and top of Brownswood Drive.</i> Cllr Parkin will prepare a location map.</p> <p>(v) Overgrown footpath Mansion Gardens/Homestead Way: The Guinness Partnership are responsible for this unadopted footpath. The Clerk emailed Guinness on 25/11/20 – no reply, then phoned Guinness on 12/01/21 and was advised matter to be referred to Estates Team who would respond within 48 hours. In the meantime, should Guinness fail to respond, <i>it was resolved to obtain a quote from RTM Landscapes for clearing the vegetation.</i></p> <p>(vi) Flooding 23/12/2020: Parts of the village were flooded, including Church End, the Mill and Watling Street. The flooding and blocked gullies were reported to NCC Street Doctor. NCC website has flood information and guidance. SNC wrongly advised a resident that the PC provide sandbags. Cllr Medina will establish correct protocol, which will form part of village Flood Plan. <i>It was resolved to consider and appoint a Flood Warden at the February PC meeting.</i></p> <p>(vii) Ability Community Transport: Ability contacted the PC on 17/12/20 advising that six people have registered for the bus service and asking the PC to advertise the service. Britannia Bus still run their service. <i>It was resolved to reply that the PC do not consider this an appropriate time due to Coronavirus Lockdown restrictions currently in force.</i></p> <p>(viii) Overgrown fence behind Meadow View: The fence is obstructing the footpath and is a hazard. The PC wrote to the occupier on 24/02/2020 asking them to rectify the problem. <i>It was resolved to write again.</i></p> <p>(ix) Active at Home Booklets: <i>It was resolved that Cllr Millidge will ask the shop owner if they are able to display the booklets for customers to take.</i> <i>It was resolved to order copies to be delivered to Cllr Wootton.</i></p>	<p>JS</p> <p>JS SP</p> <p>JS</p> <p>SP</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p>
5916	<p>HIGHWAYS ENGLAND:</p> <p>Speed limit on A5 through Potterspurty: On 11/01/21 letter emailed to The Rt Hon Andrea Leadsom MP asking her to support speed limit reduction to 40mph. Her assistant responded on 13/01/21 by email to Mr Jim O'Sullivan, Chief Executive, HE, asking him to arrange an urgent review of the issues raised in the PC's letter. <i>It was resolved to inform residents of the current status when reply received from HE and prepare a proforma letter should they wish to contact their MP.</i></p>	<p>JS</p>
5917	<p>MK FUTURES 2050: Now published by MKC with little variation. No response to the 10/12/20 PC email sent to Cllr McCord or those copied in: Jim Newton, Alan Munns, CEO Richard Ellis. The PC remains concerned about the encroachment in to Potterspurty and nearby but SNC does not appear to be treating it as a threat. Cllr Medina will follow up.</p>	
5918	<p>CORRESPONDENCE:</p> <p>(i) 16/12/2020 Email: Request for a shield on streetlight opposite 19 Church End – challenge to PC response to previous email. The resident has offered pay for the shield. <i>It was resolved to ask Aylesbury Mains to quote for supply and fitting a shield, if it is possible without reducing effectiveness of streetlight.</i></p> <p>(ii) 09/12/2020 Facebook: Request for gravel on entrance to MVPF from Sanders Lane passageway: <i>It was resolved to respond that this is not possible as gravel would scatter and damage the football pitch.</i></p>	<p>JS</p> <p>JM</p>

(iii)	14/12/2020 Letter: Letter from landowner adjacent to MVPF in reply to PC letter warning of potentially unsafe trees asking PC to advertise rules for users of his land. <i>It was resolved to reply that the PC is unable to assist with this request.</i>	JS
5919	CORONAVIRUS: (i) Skatepark/MUGA: The Skatepark and MUGA were closed and locked on 12/01/2021 and new signage erected in accordance with Government rules under Lockdown 3. Skateparks and MUGAs are classed as 'sports courts' (verified by Skateboard GB – the governing body) which must close. Playgrounds may stay open. <i>It was resolved to ratify the closure of the Skatepark and MUGA.</i> Any infringements of the closure will be reported to the Police with CCTV evidence. A copy of the PC Play Areas & Play Equipment Covid-19 Re-Opening Policy dated 8 July 2020 can be found on the PC website. (ii) Coronavirus Information: The Parish Council appreciate receiving the Coronavirus information from SNC and NCC but feel that some messages could be clearer given the confusion over playgrounds and sports courts – Towcester Skatepark was still open today. Cllr Medina will follow up.	
5920	UPDATES (for information only): (i) Fallen tree behind North Way – Two Fields footpath: Environmental Coordinators removed the tree and resulting debris added to existing significant vegetation and garden waste dumped in the area. Clerk to obtain quote from RTM Landscapes to clear area for consideration at February meeting. (ii) Streetlight column no. 28 - Mays Way: The tree growing in 35 Mays Way garden grew over streetlight causing damage and obstruction of sensors. Following a letter from the PC the tree was partially cut back but not sufficiently for streetlight to be reactivated. Complaints received from residents concerning poorly lit area. Cllr Lucas will inspect tree and report to February meeting. (iii) Streetlight column Meadow View: Chair reported a large conifer in garden of 56 Meadow View is growing through streetlight and requires cutting back. Clerk to write to resident and matter considered at February meeting (iv) 13/01/21 email report of dead tree in Grafton Close: Tree Wardens to inspect tree and report to February meeting. (vi) Personnel Committee: Cllr Ruck was invited to join and accepted.	JS GL JS GL
5921	Next Parish Council meeting Wednesday 10 February 2021 at 7:30pm via Teams. Meeting closed 9:45pm.	
		JES 02/02/2021

Signed



Date

