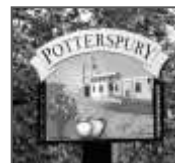


Potterspurry Parish Council

Chairman of the Council: Dr Steve Parkin

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

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



NOTICE OF MEETING OF POTTERS PURRY PARISH COUNCIL

Dear Sir / Madam

I hereby give you notice that the **MEETING OF THE COUNCIL** of the above-named Parish will be held **on WEDNESDAY 8 SEPTEMBER 2021 at 7:30 pm in Potterspurry Village Hall**. All members of the Council are hereby summoned to attend 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.

Jane Spence

Jane Spence – Clerk
2 September 2021

AGENDA

1	APPROVE APOLOGIES for absence.
2	APPROVE MINUTES: (i) Potterspurry Recreation Ground Charity meeting held on 14 July 2021. (ii) Parish Council meeting held on 14 July 2021. (iii) Special Planning meeting held on 14 July 2021.
3	MATTERS ARISING from previous meetings.
4	DECLARATION OF INTEREST under the Council's Code of Conduct.
5	SUMMARY OF MINUTES ACTION REPORT.
6	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.
7	PLANNING (i) PLANNING APPLICATIONS: (a) WNS/2021/1264/FUL 3 Bedroom Dwelling. Land between 3 and 7 Church End. (b) WNS/2021/1314/FUL Two storey side and rear extension. Single storey also at rear. 13 Woods Lane. (c) WNS/2021/1344/FUL Single storey side extension. 98 High Street. (ii) PLANNING DECISIONS: None.
8	PLAY AREAS (i) RECEIVE INSPECTION REPORTS: July-August: (a) Meadow View – Cllr Millidge (b) Mays Way, Blackwell End, Village Hall - Cllr Silvester (ii) RECEIVE INSPECTION REPORTS: August-September: (a) Meadow View – Cllr Millidge (b) Mays Way, Blackwell End & Village Hall – Cllr Giblin (iii) INSPECTION ROTA: September-October: (a) Meadow View – Cllr Parkin (b) Mays Way, Blackwell End & Village Hall – Cllr Peasland (iv) CPM PLAYGROUNDS LTD: Receive inspection reports dated 26/08/2021.
9	FINANCE (i) RECEIVE BUDGET REPORT FROM CLERK. (ii) BANK BALANCES: TOTAL £66,405.30 (31/07/2021). (a) Lloyds Current: £25,549.82 (31/07/2021). (b) Lloyds Deposit: £40,855.48 (31/07/2021). (iii) BANK BALANCES: TOTAL £65,646.64 (31/08/2021). (a) Lloyds Current: £24,790.15 (31/08/2021). (b) Lloyds Deposit: £40,856.49 (31/08/2021). (iv) RECEIPTS: (a) Lloyds Deposit – July interest: £0.94.

- (b) Mr & Mrs Davison 07/07/2021 – Conservation Area Memorial Bench: £549.07.
- (c) Mrs Clifford & Mr Mearing 08/07/2021 – Conservation Area Memorial Bench: £530.73.
- (d) HMRC 19/07/2021 VAT repayment period 01/03/21-31/05/21: £1,711.98
- (e) Parochial Church Council 10/08/2021 – Interment of ashes: £124.00.
- (f) Parochial Church Council 10/08/2021 – Additional inscription: £29.00.
- (g) Lloyds Deposit – August interest: £1.01.

(v) **ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN:** External Auditor Report and Certificate 2020/2021.

(vi) **APPROVAL OF ONLINE PAYMENT TRANSFERS** (together with any further payments requested by Clerk).

TR no	PAYEE	Net £	VAT £	Total £
	Bank Transfers 11/08/2021			
154	Clerk salary July £764.35, mileage £15.75, office £16	796.10	0.00	796.10
155	Amazon: Vitax Brushwood killer £22.45 & Roundup weedkiller £44.71 – Conservation Area (payable Cllr Lucas)	55.97	11.19	67.16
156	Vistaprint: Community Award Mugs (payable Cllr Holland)	41.17	8.24	49.41
	TOTAL 11/08/2021	893.24	19.43	912.67
	Bank Transfers 08/09/2021			
157	J Spence: Clerk salary August £764.35, office £16	780.35	0.00	780.35
158	HMRC: Clerk PAYE July £191, August £191. Employer NI July £30.13, August £30.13	442.26	0.00	442.26
159	Smith of Derby: St Nicholas Church clock annual service	245.00	49.00	294.00
160	West Northants Council: Uncontested election expenses	75.00	15.00	90.00
161	Aylesbury Mains Ltd: Streetlight repairs Church End & Mays Way	71.80	14.36	86.16
162	Sutcliffe Play Ltd: Pod swing seat Blackwell End	169.62	33.92	203.54
163	A Stockton: Litter picking July £100, August £100	200.00	0.00	200.00
164	DNH Contracts: Dog bins July £145.26, August £116.21	217.89	43.58	261.47
165	E.ON: Streetlight electricity June £182.90, July £188.99	354.18	17.71	371.89
166	RTM Landscapes Ltd: Mowing & herbicide July £1818, Mowing August £1368, Tree works £1020	3505.00	701.00	4206.00
167	Cherry Lane GC: Conservation Area seed (Cllr Lucas)	9.98	2.00	11.98
168	Potterspur Village Hall: Meeting room hire May-July 2021	60.00	0.00	60.00
169	PKF Littlejohn LLP: AGAR External Audit 2020/21	300.00	60.00	360.00
170	NBR Printing Ltd: Community Shield Award certificates	10.00	2.00	12.00
171	CPM Playgrounds Ltd: Play Area Inspections	215.00	43.00	258.00
172	R. Phillips: Handyman labour £245, Materials £190.05	403.37	31.68	435.05
173	Community Shield expenses: SG Willis flowers £25, Stony Service Centre engraving £15.99 (Cllr Parkin)	34.15	6.84	40.99
	TOTAL 08/09/2021	7093.60	1020.09	8113.69

- 10 PARISH COUNCIL MATTERS:**
- (i) **HIGH STREET CHURCHYARD WALL:**
 - (a) Consider tenders.
 - (b) Consider funding.
 - (ii) **PARISH PLAN REVIEW:** Receive update.
 - (iii) **GROUNDS MAINTENANCE CONTRACT REVIEW:**
 - (a) Consider changes and additions required (circ 12/8/21).
 - (b) Consider report from Mr R Kilvert on High Street Churchyard maintenance (circ 2/9/21).
 - (iv) **COUNCILLOR ARMSTRONG RESIGNATION: Positions to be filled.**
 - (a) Internal Financial Control Councillor.
 - (b) Bank signatory.
 - (c) Finance Working Group

- 11 VILLAGE MATTERS:**
- (i) **MILL POND CONSERVATION AREA:** Receive update.
 - (ii) **DEFIBRILLATOR:** Receive monthly equipment check report.
 - (iii) **CCTV:** Receive monthly equipment check report
 - (iv) **GIGACLEAR BROADBAND:**
 - (a) Receive update.

<p>(b) (c) (v) (vi) (vii) (viii)</p>	<p>Consider correspondence from resident – damage to hedge in Mays Way. Consider correspondence from resident – reinstatement in Church End COMMUNITY SHIELD AWARD 2020-2021: Receive update. MK FUTURES 2050: Consider action. (Cllr Lucas statement circ 31/8/21). MANHOLE COVER - MEADOW VIEW PLAYING FIELD: Receive update on vandalism. CARS PARKING - MEADOW VIEW: Consider issues of Saturday morning football teams street parking.</p>
<p>12 (i) (ii) (iii)</p>	<p>CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting: Email 17/07/2021: Mr Wills - Consider offer of purchase and installation of memorial bench in village in memory of parents (circ 19/7/21). Email 03/08/2021: Complaint mowing of football pitch (circ 4/8/21). Email 04/08/2021: Complaint mowing of triangle of grass in Meadow View (circ 4/8/21).</p>
<p>13</p>	<p>UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.</p>
<p>14</p>	<p>Next Parish Council meeting: Wednesday 13 October 2021 – 7:30pm – ST NICHOLAS CHURCH.</p>