

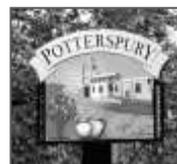
# Potterspurvy Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

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## MINUTES of the meeting of Potterspurvy Parish Council held remotely on Wednesday 14 April 2021 at 7:45pm by Teams Video Conference following on from Annual Parish Assembly

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, Mr S Norris, Mrs B Silvester and Mr F Giblin (left meeting at 8:48pm).

**Parish Clerk:** Mrs J Spence.

**Apologies:** Cllr J Blunden (away).

**Also present:** District Cllr A Medina.

County Cllr A Walker and Mr C Coppin, NHW Co-ordinator, sent their apologies.

5954	<b>APOLOGIES:</b> <i>It was resolved to approve the apologies for absence from Cllr Blunden.</i>	
5955	<b>MINUTES:</b> <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 10 March 2021, which were duly signed by the Chair.</i>	
5956	<b>MATTERS ARISING:</b>	
5957	<b>DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT:</b> Cllr Lucas - £15.88 reimbursement of expenses incurred on behalf of PC (additional payment to agenda) Minute 5962(viii). Cllr Dring Minute 5962(vi). Cllr Silvester Minute 5962(v).	
5958	<b>MINUTES ACTION REPORT: Noted.</b>	
5959	<b>PUBLIC FORUM:</b> (i) <b>District Cllr Abigail Medina</b> reported this was her last meeting as a District Councillor - she is not standing for re-election on 6 May. She offered to donate a SNC commemorative book of interviews to the Parish. The Chair thanked Cllr Medina and said the History Group would be pleased to receive the book. He also thanked her for her efforts on behalf of Potterspurvy and wished her well for the future. (ii) <b>Mr Craig Coppin – NHW Coordinator provided a report by email:</b> Crime figures: February 2021 – SN 227 (Potterspurvy 9). Protect Your Car Campaign – car crime is a serious problem in the UK – a car is stolen every 10 minutes. Car crime decreased during recent Covid lockdowns, but the lifting of social restrictions could result in a surge. Text, email and phone scams to obtain bank details continue and include: Covid-19 vaccine from fake NHS website (vaccine is free), HMRC, Amazon, Netflix and DVLA. Advice is never click on any link in a text or email, unless confident it is genuine. Always phone the number obtained from an original reliable source of the company the account held with.	
5960	<b>PLANNING</b> (i) <b>Planning Applications: None</b> (ii) <b>Planning Decisions:</b> S/2020/1718/FUL Change of use from light industrial and storage to industrial for car repairs and MOT's and storage. Furtho Manor Farm, Northampton Road, Old Stratford. Approval 05/03/2021. <b>Noted.</b>	

(iii)	<p><b>Other Planning Matters:</b>  <b>E/2020/0289</b> Special Ops Adventure Site, Furtho Lane, Potterspurty. Enquiry – change of use from agricultural to business. The Clerk emailed Michelle Jarvis, SNC Enforcement Officer requesting an update. She replied on 18/03/2021 - the case is still live, and an enforcement notice is with her manager and she would update the PC once the notice had been served. <b>It was resolved to email SNC again for update.</b></p>	JS
5961	<p><b>PLAY AREAS:</b></p> <p>(i) <b>Inspection Reports March-April:</b></p> <p>(a) <b>Meadow View</b> – Cllr Holland submitted an email report. Litter in the skatepark and dogs. Signage shows dogs not permitted. Cllr Parkin also reported use of disposable Bar-B-Q on playing field which could damage grass.</p> <p>(b) <b>Mays Way, Blackwell End &amp; Village Hall</b> – Cllr Norris submitted an email report. Mays Way – bird droppings on roller barrel and rope need cleaning (overhanging silver birch in Mays Way garden). To be added to Handyman job sheet.</p> <p>(ii) <b>Inspection Rota April-May:</b></p> <p>(a) Meadow View: Cllr Giblin.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr Millidge.</p> <p>(iii) <b>CPM Playgrounds Ltd</b> Report dated 12/03/2021: <b>Noted.</b></p> <p>(iv) <b>External Play Area Inspections: It was resolved to look into the legislation on play area inspections and timings to be discussed at a future meeting.</b></p>	JS
5962	<p><b>FINANCE</b></p> <p>(i) <b>Budget Report: It was resolved to accept the Budget Reports.</b>  It was noted that the 31/03/2021 year-end surplus is £2,068.52 and not £2,168.52 as reported in March due to the £100 Easter Bunny grant issued on 17/03/2021. Cllr Norris will arrange a FWG meeting to discuss reserves.</p> <p>(ii) <b>Bank Balance Total: £60,314.44 (31/03/2021).</b></p> <p>(a) Lloyds Current: £9,462.77 (31/03/2021).</p> <p>(b) Lloyds Deposit: £50,851.67 (31/03/2021).</p> <p>(c) A transfer of £10,000 from deposit to current was requested on 17/03/2021 – matures 19/04/2021 - to ensure sufficient funds in current account prior to receipt of Precept.</p> <p>(iii) <b>Receipts:</b></p> <p>(a) Lloyds Deposit March interest: £1.23.</p> <p>(b) Potterspurty Recreation Ground: Admin fee for allotments £75.00.</p> <p>(iv) <b>Potterspurty Recreation Ground Account: It was resolved to ratify the cheque payment of £159.86 (cheque no. 000012) to Chris Knott Insurance for 2021/22 allotment insurance.</b></p> <p>(v) <b>Parish Plan Review Honorarium Payment: Cllr Silvester withdrew from the meeting. It was resolved to make a payment of £200 to Jessica Yeo for inputting data online from paper questionnaire responses and to write to thank her for her hard work. Cllr Silvester returned to the meeting.</b></p> <p>(vi) <b>Conservation Area Works: Cllr Dring withdrew from the meeting.</b>  Cllr Lucas recommended to the PC that a token payment of £100 be offered to Mr Tim Dring and Cllr Stephen Dring for out-of-pocket expenses, diesel and equipment wear and tear, for cultivation works done over recent years. <b>It was resolved to make a payment of £100 with thanks for all their considerable efforts.</b>  Cllr Dring returned to the meeting and was informed – he requested the payment be made to Mr Tim Dring only.</p> <p>(vii) <b>Streetlight Electricity Supply:</b>  The current three year contract with E.ON ends 31/05/2021. The Clerk obtained two quotes for consideration – E.ON and YU Energy – both renewable energy. No decision made. FWG will review quotes. <b>It was resolved that the FWG make the decision on behalf of full council as prompt action is required to secure price quoted due to daily market rate fluctuations.</b></p> <p>(viii) <b>Payments: It was resolved to approve payments as listed, checked by Cllr Armstrong ICC, to be authorised on Lloyds by Cllr Millidge and Cllr Capps.</b></p>	SN JS JS SN JS

TR no	PAYEE	Net £	VAT £	Total £	
108	17/03/21 – Emily Kent: Easter Bunny Grant (2020/21)	100.00	0.00	100.00	
	14/04/21 as follows (2021/22)				
109	J Spence: Clerk salary (+ backdated to 1.4.20) £1421.64; Office expenses £25.94	1445.92	1.66	1447.58	
110	HMRC: Clerk PAYE £355.40; Employer NI £144.21	499.61	0.00	499.61	
111	A Stockton: Litter picking March	100.00	0.00	100.00	
112	B Osborne: Payroll services January-March 2021	66.00	0.00	66.00	
113	Northamptonshire ACRE: Subscription 2021/22	35.00	0.00	35.00	
114	NCALC: Subscription £554.15; Internal Audit £275; Data Protection Officer Fee £10	839.15	0.00	839.15	
115	CPM Playgrounds Ltd: Play Area Inspections 12/03/21	215.00	43.00	258.00	
116	Aylesbury Mains Ltd: Streetlight repair Mays Way	59.80	11.96	71.76	
117	DNH Contracts: 3 new dog bins & emptying March	642.63	128.52	771.15	
118	E.ON: Streetlight electricity February	137.79	6.89	144.68	
119	RTM Landscapes: Mowing March £684; Conservation Area scrape fence & gate £1768.98	2044.15	408.83	2452.98	
120	Cllr G Lucas: Phone charges PC Teams meeting 10/2/21	15.88	0.00	15.88	
DD	30/4/21 – PWLB Loan repayment	63.47	0.00	63.47	
		6164.40	600.86	6765.26	
5963	<b>PARISH COUNCIL MATTERS</b>				
(i)	<b>High Street Churchyard Wall Rebuild:</b>				
(a)	<b>Expression of Interest Documents:</b> Will be emailed next week to builders – reply deadline 28/05/2021. A poster to advertise will be put on the noticeboard and website. Section B permission will be required from the Archdeacon prior to the commencement of any work				JS
(b)	<b>Funding:</b> The Archdeacon of Northampton replied – no funding available from the Diocese. Another possible grant funding source Francis Coales Charitable Foundation to be looked into.				SN JS
(c)	<b>Public Consultation for PWLB:</b> Draft questions to be circulated to all Councillors and when agreed put on Facebook with link to website.				JS
(d)	<b>Northants Highways:</b> Letter dated 30/03/2021 received from Northants Highways Regulations headed 'Obstruction of the Public Highway' giving 28 days-notice of enforcement action to clear the stones from collapsed wall, which they allege is obstructing the public highway. This results from an anonymous complaint from a resident to NCC Fix My Street. The Chair drafted a letter of response explaining the resulting danger to public safety of removing the stones and requesting they visit the site to meet a Councillor(s). <b><i>It was resolved to send the letter with a copy to The Archdeacon.</i></b>				JS
(ii)	<b>Parish Plan Review:</b> All questionnaire data now online. Completed paper questionnaires will be securely destroyed by the Chair. The data will be analysed for input into a PC document. PPWG will meet and then make recommendations to full Council. More responses received than in 2014.				
(iii)	<b>Local Elections 6 May 2021:</b> Eleven nominations submitted to SNC resulting in an uncontested PC election.				
	<b>Retiring Councillors:</b> Cllr Mick Wootton, after 41 years on the PC, decided not to stand again. The Chair thanked Cllr Wootton for his long service, including two periods as Chairman in the 80's and 90's. His encyclopaedic local knowledge and wise counsel will be missed. Cllr Wootton said it had been a pleasure and privilege to serve on the PC and to express opinions on important matters regarding the village. The Chair also thanked Cllr Stephen Dring who did not submit nomination papers to SNC. In over 25 years of service, he has made significant contributions, including the environment, local planning and his practical help with the preparation of the Conservation Area. Cllr Dring advised he may consider putting his name forward for co-option at the appropriate time as there will be two vacancies.				

(iv)	<p><b>Future PC Meetings – Coronavirus Act 2020:</b> The legislation allowing remote PC meetings ends 07/05/2021. An appeal has been lodged to extend the legislation - hearing decision expected by the end of April. A decision will then be made regarding the location of the 12 May meetings.</p>	
5964	<p><b>VILLAGE MATTERS</b></p> <p>(i) <b>Mill Pond Conservation Area:</b></p> <p>(a) <b>Update from Cllr Lucas:</b> Another memorial tree has been planted. Tim Dring has disced the area and wildflower seed ordered – significant rain is needed before it can be broadcast. Cllrs Parkin and Millidge will research the design and content of the Interpretation Board</p> <p>(b) <b>Memorial Benches:</b> Four benches ordered 17/03/2021. Cllr Lucas will install and arrange the engraving of memorial plaques. Once all costs known applicants will be invoiced at cost, apart from the Wintle family who donated the land, which the PC is funding</p> <p>(c) <b>Safety fence and gate:</b> Installed around the scrape. <b><i>It was resolved to order 3 safety signs “danger deep water”.</i></b></p> <p>(d) <b>Potterspurty Preschool:</b> The Manager, Kate Morris, met Cllr Millidge on site and an area has been allocated for their use. They will strim the nettles and install seating logs for the children. It is intended to visit twice a week in the summer term. This use meets one of the PC’s objectives for the area.</p> <p>(e) <b>Mill Pond Conservation Area Memorial Trees and Benches Policy 2021:</b> <b><i>It was resolved to approve the updated version of the policy.</i></b></p> <p>(ii) <b>Defibrillator Monthly Check:</b> Cllr Parkin advised in working order.</p> <p>(iii) <b>CCTV Monthly Check:</b> Cllr Capps advised in working order.</p> <p>(iv) <b>Overgrown footpath Mansion Gardens/Homestead Way:</b> RTM Landscapes attended to quote for clearing and reported the area was clear. It is assumed that the Guinness Partnership carried out the work.</p> <p>(v) <b>Flooding on A5 - 23/12/2020:</b> HE contacted the resident and advised that two of the blocked gullies will be opened to relieve the problem.</p> <p>(vi) <b>Rt Hon Andres Leadsom MP email 16/03/2021 – offer of funding for litter picking equipment:</b> Andrew Stockton contacted MP’s office direct to request new litter picking grabbers. To date no equipment has been received.</p> <p>(vii) <b>Damage to A5 Grass Verge 16/03/2021:</b> Damage caused by lorry trying to U-turn which also crashed into streetlight. HE will not repair verge as they state not their responsibility but lorry company. <b><i>It was resolved to ask Handyman to reinstate damaged area.</i></b></p> <p>(viii) <b>Blocked Gullies:</b> Church End gullies reported again to NCC Fix My Street on 22/03/2021, no response received. <b><i>It was resolved to contact Helen Howard, Northants Highways for update.</i></b></p>	<p>SP JM</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p> <p>JS</p>
5965	<p><b>CORRESPONDENCE:</b></p> <p>(i) <b>Email 10/03/2021:</b> Update on bus service from Mr Derek Taylor, MD, Britannia Bus Co. - bus services currently under review and social media reports regarding service 89 ending are untrue. <b><i>Noted.</i></b></p> <p>(ii) <b>Email 12/03/2021:</b> Complaint about parked vehicles on Furtho Lane blocking the road. <b><i>It was resolved to reply that the PC has no powers regarding cars parked on roads or footpaths and suggest the resident contact The Guinness Partnership.</i></b> The subject will be included in the PC report to The Old Mail.</p> <p>(iii) <b>Email 28/03/2021:</b> Complaint van parking on grass verge in Mays Way. <b><i>It was resolved that the standard letter requesting not to park on verges be put under the windscreen wiper.</i></b></p> <p>(iv) <b>Emails 06/04/2021:</b> From resident in Church Lane.</p> <p>(a) Request to move streetlight across road at resident’s expense: <b><i>It was resolved to decline this request as the streetlight is in the correct position to provide illumination and logistically a difficult and expensive process to move power supply and equipment, which could set a precedent.</i></b></p> <p>(b) Complaint about blocked gullies and 23/12/2020 flooding: On 06/04/2021 the PC replied that reports had been made to NCC Fix My Street to have gullies cleared and</p>	<p>JS</p> <p>JM</p> <p>RC</p> <p>JS</p>

	were being chased.	
(c)	Enquiry on responsibility of maintenance of stream following high water on 23/12/2020 and flooding to garage and workshop: <b><i>It was resolved to respond exceptional rainfall caused the stream to overflow and that stream maintenance is the responsibility of the riparian landowners.</i></b>	JS
(d)	Enquiry on capabilities of sewer drains (following flooding 23/12/2020) and implication of possible future development works if services not improved: <b><i>It was resolved to reply that the PC is unable to comment at the present time, but any future housing developments would receive full consideration.</i></b>	JS
5966	<b>COVID-19:</b> Skatepark and MUGA reopened on 29/03/2021.	
5967	<b>UPDATES (for information only):</b> None.	
5968	<b>Next Parish meetings Wednesday 12 May 2021: 7:00pm Annual Meeting followed by Parish Council meeting.</b>  <b>Venue and method of meeting to be confirmed – see May agendas for details.</b>	
	Meeting closed at 9:45pm.	
		JES 11/05/2021

Signed \_\_\_\_\_ Date \_\_\_\_\_