

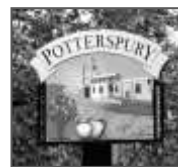
Potterspurty Parish Council

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 on Wednesday 14 July 2021 at 7:40pm in Potterspurty Village Hall.

Councillors present: Dr S Parkin (Chair), Mr S Dring, Mr G Lucas, Mr R Capps, Mrs T Holland, Mrs B Silvester, Mrs J Blunden, Mrs Z Peasland.

Parish Clerk: Mrs J Spence.

Apologies: Cllr Norris (unwell), Cllr Armstrong (away), Cllr Millidge (work), Cllr Ruck (holiday), Cllr Giblin (work).

Also present: WNC Cllr W Barter, two members of the public, Mr Gary Sewell - Project Delivery Lead, Gigaclear and Mr Hugo Hunte - Comex 2000 UK.

Apologies also received from Mr C Coppin - NHW Co-ordinator & Police Liaison Rep.

5999	APOLOGIES: <i>It was resolved to approve the apologies for absence from Cllrs Norris, Armstrong, Millidge, Ruck and Giblin.</i>	
6000	MINUTES: <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 9 June 2021, which were duly signed by the Chair.</i>	
6001	MATTERS ARISING: Cllr Peasland signed the Declaration of Acceptance of Office (Co-opted Member) in the presence of the Proper Officer of the Council and submitted the Member's Register of Interests.	
6002	DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT: Reimbursement of expenses incurred on behalf of PC – Cllr Lucas TR 153 Phone bill for 14/04/21 Teams meeting – Minute 6008(iv)	
6003	MINUTES ACTION REPORT: Noted.	
6004	PUBLIC FORUM: (i) Resident: Praised Cllr Lucas' report on the Conservation Area. Cllr Parkin clarified that access via the large gate on the mill side is for maintenance vehicles only. (ii) WNC Cllr William Barter advised that he is the WNC first point of contact for the PC. (iii) Mr Craig Coppin – NHW Coordinator & Police Liaison Representative emailed a report: Police: Crime figures: May 2021 – SN 246 (Potterspurty 12). Public survey of SN indicated priorities as: 1. Road safety and road traffic offences; 2. Burglary; 3. Drug dealing / misuse. These will be targeted July-September 2021. Text, email and phone scams to obtain bank details as previously reported. Also, Covid-19 Vaccine and Covid-19 Passport. National NHW: 'Sling Your Hook' Campaign for July. Ways to protect against the increasing variety of scams.	
6005	GIGACLEAR BROADBAND INSTALLATION: Mr Gary Sewell, Gigaclear Project Delivery Lead and Mr Hugo Hunte, Comex 2000 UK attended the meeting at the invitation of the PC. The first phase is progressing well, and the second phase is expected to start on the Wakefield Estate. They apologised for the road closure disruptions, which are unavoidable in this type of contract. Updates on several damage reports were given, including damage to the hedge in Mays Way, owned by the PC. Reinstatement work will require permission from the PC. As part of the contract, Gigaclear offer one free broadband connection to the village. The Village Hall would benefit a wide range of the community – more information to follow. Mr Sewell advised that Gigaclear may be able to make a donation to help with the cost of rebuilding the Churchyard wall.	

<p>6006</p> <p>(i)</p> <p>(a)</p> <p>(b)</p> <p>(c)</p> <p>(d)</p> <p>(e)</p> <p>(f)</p> <p>(ii)</p> <p>(iii)</p>	<p>PLANNING</p> <p>Planning Applications:</p> <p>WNS/2021/0602/FUL Proposed front porch, change in fenestration to rear elevation and new coping to existing stone/brickwork boundary wall. 1 Coach Yard. <i>It was resolved to submit a response of no objection to WNC Planning.</i></p> <p>WNS/2021/0752/FUL Repair rear wall with like for like, replace metal driveway gate with wooden gates. 104 High Street. <i>It was resolved to submit a response of no objection to WNC Planning.</i></p> <p>WNS/2021/0753/LBC Listed building consent to repair rear wall with like for like, replace metal driveway gate with wooden gates. 104 High Street. <i>It was resolved to submit a response of no objection to WNC Planning.</i></p> <p>WNS/2021/0756/FUL Side extension to form carport with bedroom over. 2 Elmfield Close. <i>It was resolved to submit a response of no comment to WNC Planning.</i></p> <p>WNS/2021/0815/FUL Variation of condition2 (plans) S/2020/0443/FUL Single storey rear extension to revise the extension layout. West Lodge, Wakefield Lodge Estate. <i>It was resolved to submit a response of no objection to WNC Planning.</i></p> <p>WNS/2021/0851/LBC External works, re-roofing of part of house including some replacement of roof timbers and rainwater goods, rebuilding gable wall, replacement of window, reduction of height and mass of chimney back to original. Internal works – conversion of loft space into dressing room and en-suite bathroom. Garage internal works – removal of internal wall and replacement of existing dirt and brick floor with concrete. 75 High Street. <i>It was resolved to submit a response of no objection to WNC Planning.</i></p> <p>Planning Decisions: None.</p> <p>Other Planning Matters:</p> <p>E/2020/0289 Special Ops Adventure Site, Furtho Lane. A retrospective application has been submitted to WNC – WNS/2021/0908/MAF. Considered at Special Planning Meeting held on 14/07/2021.</p>	
<p>6007</p> <p>(i)</p> <p>(a)</p> <p>(b)</p> <p>(ii)</p> <p>(a)</p> <p>(b)</p> <p>(iii)</p> <p>(a)</p> <p>(b)</p> <p>(iv)</p> <p>(v)</p> <p>(vi)</p> <p>(a)</p> <p>(b)</p> <p>(vii)</p>	<p>PLAY AREAS:</p> <p>Inspection Reports June-July:</p> <p>Meadow View – Cllr Lucas submitted an inspection report. A dead crack willow tree needs urgent removal and also the lower branches of nearby oak tree. <i>It was resolved to obtain quote from RTM Landscapes and proceed.</i></p> <p>Mays Way, Blackwell End & Village Hall – Cllr Parkin submitted an inspection report by email.</p> <p>Inspection Rota July-August:</p> <p>(a) Meadow View: Cllr Millidge.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr Silvester.</p> <p>Inspection Rota August-September:</p> <p>(a) Meadow View: Cllr Armstrong.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr Giblin.</p> <p>CPM Playgrounds Ltd: Operational Inspection Report 17/06/21: Noted.</p> <p>Repairs: <i>It was resolved that those items requiring attention from all reports will be added to Handyman job sheet.</i></p> <p>Play Area Inspection Review:</p> <p>External:</p> <p><i>It was resolved to reduce the quarterly Operational Inspections by CPM Playgrounds to three per year in February, May and August with the annual inspection by The Playground Co in November.</i></p> <p><i>It was resolved to obtain quotations from other companies.</i></p> <p>Internal:</p> <p><i>It was resolved that the inspections carried out by Councillors on a rota basis will be at fortnightly intervals.</i></p> <p>Blackwell End Cradle Swing Seat: Damage reported by CPM Playgrounds and resident. The Environmental Coordinators tied up the swing to prevent use. <i>It was resolved to replace the cradle seat with a Pod Seat from Sutcliffe Play Direct.</i></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>

<p>6008</p> <p>(i)</p> <p>(ii)</p> <p>(a)</p> <p>(b)</p> <p>(iii)</p> <p>(a)</p> <p>(b)</p> <p>(iv)</p>	<p>FINANCE</p> <p>Budget Report: It was resolved to approve the Budget Report.</p> <p>Bank Balance Total: £67,298.18 (30/06/2021).</p> <p>Lloyds Current: £26,443.64 (30/06/2021).</p> <p>Lloyds Deposit: £40,854.54 (30/06/2021).</p> <p>Receipts:</p> <p>Lloyds Deposit June interest: £1.04.</p> <p>Cllr G Lucas: Conservation Area Memorial Bench £539.69.</p> <p>Payments: It was resolved to approve payments as listed, checked by Cllr Armstrong ICC, to be authorised on Lloyds by Cllr Capps and Cllr Parkin.</p> <table border="1" data-bbox="261 416 1401 1072"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>143</td> <td>J Spence: Clerk salary June £764.15, mileage £15.75, office £17.66</td> <td>797.28</td> <td>0.28</td> <td>797.56</td> </tr> <tr> <td>144</td> <td>HMRC: Clerk PAYE £191.20, Employer NI £30.13 June</td> <td>221.33</td> <td>0.00</td> <td>221.33</td> </tr> <tr> <td>145</td> <td>A Stockton: Litter picking June</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>146</td> <td>SNAST NHW: Annual subscription 2021-2022</td> <td>25.00</td> <td>0.00</td> <td>25.00</td> </tr> <tr> <td>147</td> <td>B Osborne: Payroll serves April-June 2021</td> <td>67.50</td> <td>0.00</td> <td>67.50</td> </tr> <tr> <td>148</td> <td>CPM Playgrounds: Quarterly play area inspection 17/6/21</td> <td>215.00</td> <td>43.00</td> <td>258.00</td> </tr> <tr> <td>149</td> <td>DNH Contracts: Dog bins June</td> <td>96.84</td> <td>19.37</td> <td>116.21</td> </tr> <tr> <td>150</td> <td>E.ON: Streetlight electricity May</td> <td>152.55</td> <td>7.63</td> <td>160.18</td> </tr> <tr> <td>151</td> <td>R Phillips: Handyman labour & expenses £252, materials £111</td> <td>344.50</td> <td>18.50</td> <td>363.00</td> </tr> <tr> <td>152</td> <td>RTM Landscapes: Tree works – Mays Way PA £192.00 & Mowing June £1368</td> <td>1300.00</td> <td>260.00</td> <td>1560.00</td> </tr> <tr> <td>153</td> <td>Cllr Lucas: Phone bill Teams PC meeting 14/4/21.</td> <td>16.82</td> <td>0.00</td> <td>16.82</td> </tr> <tr> <td></td> <td>TOTAL PAYMENTS 14/07/2021</td> <td>3336.82</td> <td>348.78</td> <td>3685.60</td> </tr> <tr> <td>154</td> <td>11/08/2021: Clerk salary July £764.35, mileage £15.75, office £16</td> <td>796.10</td> <td>0.00</td> <td>796.10</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	143	J Spence: Clerk salary June £764.15, mileage £15.75, office £17.66	797.28	0.28	797.56	144	HMRC: Clerk PAYE £191.20, Employer NI £30.13 June	221.33	0.00	221.33	145	A Stockton: Litter picking June	100.00	0.00	100.00	146	SNAST NHW: Annual subscription 2021-2022	25.00	0.00	25.00	147	B Osborne: Payroll serves April-June 2021	67.50	0.00	67.50	148	CPM Playgrounds: Quarterly play area inspection 17/6/21	215.00	43.00	258.00	149	DNH Contracts: Dog bins June	96.84	19.37	116.21	150	E.ON: Streetlight electricity May	152.55	7.63	160.18	151	R Phillips: Handyman labour & expenses £252, materials £111	344.50	18.50	363.00	152	RTM Landscapes: Tree works – Mays Way PA £192.00 & Mowing June £1368	1300.00	260.00	1560.00	153	Cllr Lucas: Phone bill Teams PC meeting 14/4/21.	16.82	0.00	16.82		TOTAL PAYMENTS 14/07/2021	3336.82	348.78	3685.60	154	11/08/2021: Clerk salary July £764.35, mileage £15.75, office £16	796.10	0.00	796.10	
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<p>6009</p>	<p>PARISH PLAN REVIEW:</p> <p>Cllr Holland transferred the questionnaire responses into a Powerpoint format which has been circulated to Councillors to review. It is hoped to publish the results in the autumn.</p>	<p>PP WG</p>																																																																						
<p>6010</p> <p>(i)</p> <p>(ii)</p> <p>(iii)</p> <p>(iv)</p> <p>(v)</p> <p>(a)</p> <p>(b)</p> <p>(vi)</p>	<p>VILLAGE MATTERS</p> <p>Mill Pond Conservation Area update from Cllr Lucas: The meadow seed is growing well. Bare patches caused by pigeons eating the seed have been re-seeded. More weedkiller required for brambles. Cllr Lucas will build an owl box from materials left over from memorial benches installations.</p> <p>Defibrillator Monthly Check: Cllr Parkin advised in working order.</p> <p>CCTV Monthly Check: Cllr Capps advised in working order.</p> <p>Potterspur Community Shield Award 2021: It was resolved to approve certificates and prizes designed by Cllr Holland.</p> <p>Lime trees – Grafton Terrace and High Street: It was resolved to report the overgrown lime trees blocking footpath to Grand Union Housing Group and request they arrange to cut back.</p> <p>It was resolved to write to owner of 1 High Street and request they cut back overgrown lime trees also blocking footpath.</p> <p>Northants ACRE Covid-19 Community Champions Awards: Invitations were circulated by Northants ACRE to all parties involved to attend an online award ceremony on 20/07/21.</p>	<p>TH</p> <p>JS</p> <p>JS</p>																																																																						
<p>6011</p> <p>(i)</p> <p>(ii)</p>	<p>CORRESPONDENCE:</p> <p>Phone and email enquiry to use Meadow View playing field for birthday party bouncy castle on 21/08/21 – did not return completed application form.</p> <p>Email 08/072021: From residents requesting small triangular extension of 'Wildlife Patch' in Mays Way play area to the corner of the neighbouring fence, without reducing access or the play area. It was resolved to approve extension. Cllr Parkin</p>	<p>SP</p>																																																																						

	will liaise with mowing contractor.	
6012	UPDATES (for information only):	
6013	PARISH COUNCIL MATTERS High Street Churchyard Wall Rebuild: Members of the public and Cllr Barter left the meeting at the request of the Chair to enable discussion of sensitive information regarding Tendering.	
6014	Next Parish Council Meeting Wednesday 8 September 2021 – 7:30pm – Potterspurty Village Hall.	
	Cllr Holland left the meeting at 8:45pm (heavily pregnant). Meeting closed at 10:00pm.	
		JES 02/09/2021

Signed _____ Date _____