

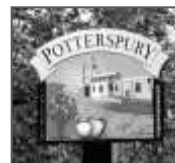
Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurty.org

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NOTICE OF MEETING OF POTTERS PURTY 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 FEBRUARY 2023 at 7:30 pm in Potterspurty 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
1 February 2023

AGENDA

1	APPROVE APOLOGIES FOR ABSENCE.
2	APPROVE MINUTES: (i) Potterspurty Recreation Ground Charity meeting held on 11 January 2023. (ii) Parish Council meeting held on 11 January 2023.
3	MATTERS ARISING from previous meetings.
4	DECLARATION OF INTEREST under the Council's Code of Conduct.
5	SUMMARY OF MINUTES ACTION REPORT.
6	PAYMENTS: Councillor to check invoices and payments list.
7	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.
8	REPORT FROM NHW COORDINATOR & POLICE LIAISON REP.
9	REPORT FROM WNC COUNCILLOR.
10	PLANNING (i) PLANNING APPLICATIONS: (a) WNS/2023/0023/FUL Single storey rear extension. 6 Church End. (b) WNS/2023/0024/LBC Listed building consent for single storey rear extension. 6 Church End. (ii) PLANNING DECISIONS: WNS/2022/2254/LBC Listed building consent for replacement of existing front and rear doors. Approved 4/1/23.
11	PLAY AREAS (i) RECEIVE INSPECTION REPORTS: January-February: (a) Meadow View – Cllr Millidge. (b) Mays Way, Blackwell End, Village Hall - Cllr Lucas. (ii) INSPECTION ROTA: February-March: (a) Meadow View – Cllr Capps. (b) Mays Way, Blackwell End & Village Hall – Cllr Blunden. (iii) PLAY AREA CO-ORDINATOR REPORT:
12	FINANCE (i) RECEIVE BUDGET REPORT FROM CLERK – OVERSPEND £1,749.11. (ii) BANK BALANCES: TOTAL £57,732.65 (31/01/23). (a) Lloyds Current: £21,731.69 (31/01/23). (b) Lloyds Deposit: £36,000.96 (30/01/23) (iii) RECEIPTS: (a) Lloyds Deposit: January interest - £44.16. (b) PRG Charity: Administration fee 2022 - £75. (c) St Nicholas PCC: Churchyard Interments of Ashes, Headstone & Memorial - £476.00.

(iv)	APPROVE ONLINE PAYMENT TRANSFERS (plus any further payments requested by Clerk).				
	TR no	PAYEE	Net £	VAT £	Total £
	DD	1.2.23 Tesco Mobile: In credit £52.50			
	326	J Spence: Clerk salary £848.67, mileage £15.75. office £14	878.42	0.00	878.42
	327	HMRC: Clerk PAYE £212.20, Employer NI £41.80	254.00	0.00	254.00
	328	A Stockton: Litter picking January	100.00	0.00	100.00
	329	Potterspur Village Hall: Meeting room hire Nov & Dec.	40.00	0.00	40.00
	330	WordPress: Domain hosting – 2 years (J Millidge)	60.00	0.00	60.00
	331	D J Hubbard: Mill Pond Meadow – extend pond	400.00	0.00	400.00
	332	Emorsgate Seeds: Mill Pond Meadow – meadow seeds	224.00	8.96	232.96
	333	TCB Direct Ltd (Amazon): Mill Pond Meadow – Roundup weedkiller (G Lucas)	44.08	8.82	52.90
	334	R Phillips: Handyman labour £94.40, materials £98.16	176.20	16.36	192.56
	335	DNH Contracts: Dog bins January	99.00	19.80	118.80
	336	RTM Landscapes: Tree works – Mays Way PA £324, Lime trees High Street £480, Dead trees High Street £540, Annual tree/shrub maintenance £2058.60, Ivy Churchyard wall £162.	2970.50	594.10	3564.60
		5246.20	648.04	5894.24	
13	PARISH COUNCIL MATTERS:				
(i)	COUNCILLOR VACANCIES: Receive update.				
(ii)	CLERK DELEGATED AUTHORITY: Consider Scheme of Delegated Authority Policy Document. (Circ 24/1)				
(iii)	CLERK'S CONTRACT: Approve updates. (Circ 3/1)				
(iv)	SAFETY PLANS: Receive update.				
(v)	HANDYMAN CONTRACT: Consider renewal under same terms.				
14	VILLAGE MATTERS:				
(i)	MILL POND MEADOW: Receive update.				
(ii)	DEFIBRILLATOR: Receive monthly equipment check report.				
(iii)	CCTV: Receive monthly equipment check report.				
(iv)	CCTV: Consider quotations – report from Cllr Capps.				
(v)	RATIFY ORDERS TO RTM LANDSCAPES:				
(a)	Remove six dead trees near bus shelter, High Street - £450 + VAT.				
(b)	Remove Ivy from Churchyard wall - £135 + VAT.				
(vi)	BLEED KIT: Consider information (Cllr Millidge).				
(vii)	CORONATION OF KING CHARLES III: Consider commemoration events. (Circ 30/1)				
15	CONSULTATIONS:				
(i)	WEST NORTHAMPTONSHIRE STRATEGIC PLAN SPATIAL OPTIONS CONSULTATION: Receive update.				
16	CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting:				
(i)	Email 31/01/23: Request for dog bin to be installed in Church End near St Nicholas Church.				
17	UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.				
18	Date of next Parish Council meeting: Wednesday 8 March 2023 – 7:30pm – Village Hall.				