

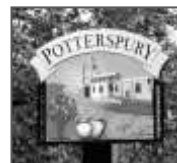
# Potterspurvy Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurvy.org

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## MINUTES of the meeting of Potterspurvy Parish Council held on Wednesday 12 April 2023 at 8:05pm in St Nicholas Church.

**Councillors present:** Dr S Parkin (Chair), Mrs J Millidge, Mr G Lucas, Mrs J Blunden, Mr R Capps, Mr S Norris, Mrs B Silvester, Mr I Garbutt.

**Parish Clerk:** Mrs J Spence.

**Apologies:** Cllr Holland (childcare), Cllr Zara Peasland (away), Cllr Scott Peasland (away), Cllr Dring (hospital).

**Also present:** Mr C Coppin, NHW Coordinator & Police Liaison Rep, WNC Cllr W Barter, WNC Cllr K Pritchard, and 1 member of the public.

6302	<b>APOLOGIES:</b> <i>It was resolved to approve the apologies for absence from Cllrs Holland, Dring, Z Peasland and S Peasland.</i>	
6303	<b>MINUTES:</b> <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 8 March 2023, which were duly signed by the Chair.</i>	
6304	<b>MATTERS ARISING:</b> None.	
6305	<b>DECLARATION OF INTEREST UNDER COUNCIL'S CODE OF CONDUCT:</b> Cllr Millidge reimbursement for purchase on behalf of PC – Minute 6313(vi) - TR353. Cllr Parkin reimbursement for purchase on behalf of PC – Minute 6313(vi) – TR354.	
6306	<b>MINUTES ACTION REPORT:</b> Noted.	
6307	<b>PAYMENTS VERIFICATION:</b> Cllr Silvester checked invoices and payments list prior to approval.	
6308	<b>PUBLIC FORUM:</b> None.	
6309	<b>NHW COORDINATOR &amp; POLICE LIAISON REP:</b> <b>Mr Craig Coppin submitted a report by email.</b> Crime figures: February – SN 209 (Potterspurvy 11). Local crime: burglary, quad bike theft, drugs related. WhatsApp scam – scammers appear to be existing contact asking for personal financial information. Northants Police Flare Report App available to women and girls to download to report crimes and incidents to Police – 40% increase in sexually related crimes against women and girls.	
6310	<b>WNC WARD COUNCILLORS:</b> <b>Cllr Ken Pritchard:</b> WNC Bus Strategy expected soon but limited budget of £215k. Potholes - £1.6m Government grant plus £1m WNC budget. Pilot scheme fly tipping – farmers and agricultural related – can apply for Government grant of up to £1500 to remove from private land. Planning – Furtho Pit AL5 – a 30-day consultation coming soon.	
6311 (i) (a)	<b>PLANNING</b> <b>Planning Applications:</b> <b>WNS/2022/1741/EIA</b> Application for full planning permission for the erection of 9 x employment units comprising circa 69,744sqm GIA. of floorspace within Class B2 or B8 Uses, with ancillary class E(g)(i) offices and E(g)(ii) research and development, together with country park, ground re-profiling in the country park, new vehicular access from the A508 and associated site infrastructure, including lorry parking.	

	<p>Application accompanied by an Environmental Statement. New documents received dated 07/03/2023 and 13/03/2023. Furtho Pits, Old Cosgrove Road, Old Stratford. <b><i>It was resolved to delegate preparation of a further objection to Cllr Parkin and Cllr Millidge to submit to WNC Planning on 13/4/23.</i></b></p> <p>(b) <b>WNS/2023/0290/FUL</b> Variation of condition 2 (Plans) to application S/2020/2389/FUL (Part demolition of existing rear extension and construction of new extension and reinstatement of original rear casement window). To raise the original parapet line. Grafton House, 11 Church End. <b>It was resolved to submit a response of no comment to WNC Planning.</b></p> <p>(c) <b>WNS/2023/0292/LBC</b> Listed building consent to vary of condition 2 (Plans) to application S/2020/2390/LBC (Part demolition of existing rear extension and construction of new extension and reinstatement of original rear casement window). To raise the original parapet line. Grafton House, 11 Church End. <b>It was resolved to submit a response of no comment to WNC Planning.</b></p> <p>(ii) <b>Planning Decisions:</b>  <b>WNS/2022/2145/FUL</b> Single storey rear Conservatory extension. Sunnyside Farm, 91 Watling Street. Approval 21/03/2023. <b>Noted.</b></p>																																																								
6312	<p><b>PLAY AREAS:</b></p> <p>(i) <b>Inspection Reports March-April:</b></p> <p>(a) Meadow View: Cllr Holland submitted a report by email.</p> <p>(b) Mays Way, Blackwell End &amp; Village Hall: Cllr Millidge submitted a report by email.</p> <p>(c) Items requiring attention will be referred to Handyman.</p> <p>(ii) <b>Inspection Rota April-May:</b></p> <p>(a) Meadow View: Cllr Parkin.</p> <p>(b) Mays Way, Blackwell End, Village Hall: Cllr S Peasland.</p> <p>(iii) <b>Play Area Inspection Co-ordinator:</b> No report.</p>																																																								
6313	<p><b>FINANCE</b></p> <p>(i) <b>Budget Report year end 31/3/23 - £3,749.96 overspend: <i>It was resolved to approve the Budget Report.</i></b></p> <p>(ii) <b>Bank Balances: TOTAL £51,260.83 (31/3/23).</b></p> <p>(a) Lloyds Current: £15,160.63 (31/3/23).</p> <p>(b) Lloyds Deposit: £36,100.20 (31/3/23).</p> <p>(iii) <b>Receipts:</b> Lloyds Deposit: March interest £53.13.</p> <p>(iv) <b>Allotment Insurance Renewal: <i>It was resolved to ratify the payment to Chris Knott Insurance 2023-24 £163.86 paid on 3/4/23 – Potterspurty Recreation Ground Account.</i></b></p> <p>(v) <b>NPOWER Business Solutions:</b> Took over from E.ON for supply of streetlight electricity 1/1/22 and there have been several issues: late billing and wrong VAT charged. The account now resolved but it was necessary to issue credit notes for 11 invoices and reissue the invoices which has created a credit adjustment. Upon request, NPOWER has offered £100 goodwill payment for inconvenience.</p> <p>(vi) <b>Payments: <i>It was resolved to approve payments as listed below, checked by Cllr Silvester. To be authorised online by Cllr Parkin and Cllr Norris.</i></b></p> <table border="1" data-bbox="261 1597 1401 2078"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>343</td> <td>16.3.23 [Ratify] WNC: Churchyard compost bins.</td> <td>110.00</td> <td>0.00</td> <td>110.00</td> </tr> <tr> <td>344</td> <td>16.3.23 [Ratify] CPM Playgrounds: Play Area Inspections 27.2.23.</td> <td>215.00</td> <td>43.00</td> <td>258.00</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>2022-23 MARCH</b></td> <td><b>325.00</b></td> <td><b>43.00</b></td> <td><b>368.00</b></td> </tr> <tr> <td>DD</td> <td>1.4.23 Tesco Mobile: In credit £37.50.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>345</td> <td>3.4.23 [Ratify] Bee Tee Alarms: New CCTV 50% deposit 12.4.23</td> <td>1673.00</td> <td>334.60</td> <td>2007.60</td> </tr> <tr> <td>346</td> <td>J Spence: Clerk salary £848.67; mileage £15.75; office £19.36</td> <td>882.89</td> <td>0.89</td> <td>883.78</td> </tr> <tr> <td>347</td> <td>HMRC: March Clerk PAYE £212.20; Employer NI £41.80</td> <td>254.00</td> <td>0.00</td> <td>254.00</td> </tr> <tr> <td>348</td> <td>A Stockton: Litter picking March</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>349</td> <td>B Osborne: Payroll Services January-March</td> <td>67.50</td> <td>0.00</td> <td>67.50</td> </tr> <tr> <td>350</td> <td>Potterspurty Village Hall: Meeting room hire Jan-Feb 23</td> <td>50.00</td> <td>0.00</td> <td>50.00</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	343	16.3.23 [Ratify] WNC: Churchyard compost bins.	110.00	0.00	110.00	344	16.3.23 [Ratify] CPM Playgrounds: Play Area Inspections 27.2.23.	215.00	43.00	258.00	<b>2022-23 MARCH</b>		<b>325.00</b>	<b>43.00</b>	<b>368.00</b>	DD	1.4.23 Tesco Mobile: In credit £37.50.				345	3.4.23 [Ratify] Bee Tee Alarms: New CCTV 50% deposit 12.4.23	1673.00	334.60	2007.60	346	J Spence: Clerk salary £848.67; mileage £15.75; office £19.36	882.89	0.89	883.78	347	HMRC: March Clerk PAYE £212.20; Employer NI £41.80	254.00	0.00	254.00	348	A Stockton: Litter picking March	100.00	0.00	100.00	349	B Osborne: Payroll Services January-March	67.50	0.00	67.50	350	Potterspurty Village Hall: Meeting room hire Jan-Feb 23	50.00	0.00	50.00	
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	351	DNH Contracts: Dog bins March	123.75	24.75	148.50	
	352	RTM Landscapes: Mowing contract	664.00	132.80	796.80	
	353	Namesco Ltd: PC Website renewal 6 years (J Millidge)	68.99	13.80	82.79	
	354	Community Shield expenses: Cobblers – shield engraving £15.99 & Willis Flowers £25. (S Parkin)	34.15	6.84	40.99	
	355	R Phillips: Handyman labour and materials	426.00	24.09	450.09	
		<b>TOTAL</b>	<b>2671.28</b>	<b>203.17</b>	<b>2874.45</b>	
		<b>Additional payments to agenda:</b>				
	356	NPOWER: Streetlight electricity December 2022	207.44	10.37	217.81	
	356	NPOWER: Streetlight electricity January 2023	202.11	10.11	212.22	
	356	NPOWER: Streetlight electricity February 2023	177.96	8.90	186.86	
	356	NPOWER: Streetlight electricity March 2023	194.97	9.75	204.72	
		<b>TOTAL BEFORE CREDITS</b>	<b>782.48</b>	<b>39.13</b>	<b>821.61</b>	
		<b>LESS CREDIT ADJUSTMENTS – Invoices Jan-Sep22</b>	<b>-47.31</b>	<b>-62.58</b>	<b>-109.89</b>	
		<b>TOTAL PAYABLE TO NPOWER</b>	<b>735.17</b>	<b>-23.45</b>	<b>711.72</b>	
		<b>TOTAL APRIL</b>	<b>5079.45</b>	<b>514.32</b>	<b>5593.77</b>	
6314		<b>PARISH COUNCIL MATTERS:</b>				
	(i)	<b>Safety Plans:</b> Cllr Dring has provided information on landowners – Cllr Parkin will input on Parish Online.				SP
	(ii)	<b>Asset Register 2023: It was resolved to approve the April 2023 update.</b>				
	(iii)	<b>Risk Assessments 2023: It was resolved to approve the April 2023 update.</b>				
6315		<b>VILLAGE MATTERS</b>				
	(i)	<b>Mill Pond Meadow:</b> <b>Update:</b> Cllr Lucas reported that the area behind the pond has been landscaped and seeded. All creation works now complete, just maintenance in future and footpath mowing and annual mow of the meadow. Decision required on appropriate equipment for annual mow as the equipment used last year by RTM Landscapes was not satisfactory.				GL
	(ii)	<b>Defibrillator Monthly Check:</b> Cllr Parkin reported in working order.				
	(iii)	<b>Defibrillator Training:</b> PSSC to be contacted with a view to link up to arrange training.				JS
	(iv)	<b>CCTV Monthly Check:</b> Cllr Capps reported in working order.				
	(v)	<b>New CCTV Equipment:</b> Installation due 26/4/23. CCTV Policy to be reviewed – access, who/what can be viewed, storage. Cllr Capps to report.				JS RC
	(vi)	<b>Coronation of King Charles III – ‘The Big Help Out’ Monday 8 May 2023:</b> Cllr Millidge reported that the PSSC will support by providing food and drink for volunteers. Decision required on what works to be undertaken and details of volunteers. Gardening Club to cultivate ground behind bus shelter. Mrs M Parkin to plant wildflowers with children. Cllr Silvester to report back after Village Hall Committee meeting next week on which VH Groups will be involved. Information regarding the above for Risk Assessments will be required.				JM SP BS
	(vii)	<b>Coronation of King Charles III – PSSC Activities: It was resolved to agree to the request to use Meadow View playing field on 7/5/23 for a bouncy castle - subject to all necessary safety requirements and risk assessment.</b>				JS
	(viii)	<b>Fireworks Display 4/11/23:</b> Working Group – Cllrs Parkin, Norris, Capps and Silvester. Meeting to be arranged at PSSC with members of PSSC Committee and Mr Russell – week commencing Monday 5/6/23.				JS
	(ix)	<b>Streetlights:</b>				
	(a)	<b>Column 28 Mays Way:</b> Letter sent 21/2/23 to resident 35 Mays Way requesting removal of tree growing through lantern to allow reinstatement. Still awaiting reply.				JS
	(b)	<b>Column 12 Church Lane:</b> Lantern head replaced by ENC Ltd without quoting.				
	(x)	<b>Meadow View Playing Field Stream – Fallen Tree:</b>				
	(a)	<b>Contact with Landowner’s Agent:</b> Cllr Dring contacted Berrys of Towcester, agents for Mr Brian Allen, and is awaiting a response.				SD
	(b)	<b>Removal of detritus from stream:</b> It is intended to include in The Big Help Out on 8/5/23.				SP
	(xi)	<b>John Hellins School:</b> No response yet to correspondence on school gate in High Street. School currently on Easter holiday.				JS

(xii)	<b>A5 Speed Limit &amp; Horse Signs – Potterspurty:</b> To support horse riders and pedestrians to enable safe crossing. <b><i>It was resolved to email National Highways and ask what provisions they make for non-motorised users of the road.</i></b>	JS
(xiii)	<b>Churchyard Bins:</b> Cllr Millidge will attach the new stickers.	JM
6316	<b>CONSULTATIONS:</b> <b>The Local Government Boundary Commission: Consultation on draft recommendations ward boundaries and ward names in WN – deadline 15/5/23:</b> Proposal to reduce from 3 to 2 WNC Councillors. PC Councillors discussed ward name and felt Deanshanger & Potterspurty would be appropriate as the two largest villages.	
6317	<b>CORRESPONDENCE:</b> <b>Email 1/4/23:</b> Enquiry about maple tree in Mays Way Play Area – new resident 3 Duchess Gardens suggests works required. <b><i>It was resolved to respond and advise that the tree was crown-lifted in March 2021 (at the expense of residents of 3 and 4 Duchess Gardens and under the supervision of the PC) and that the tree is a healthy specimen and no further work is planned.</i></b>	JS
6318	<b>UPDATES (for information only):</b> (i) <b>DNH Contracts:</b> (Clerk) Price increase dog bin collections to £3 from 1/6/23. (ii) <b>Britannia Buses:</b> (Cllr Lucas) Residents have commented on timetable confusion. (iii) <b>Lime Tree opposite shop:</b> (Cllr Lucas) Roots pushing up under footpath.	JS JS JS
6319	<b>COUNCILLOR VACANCY:</b> A resident from Meadow View has expressed an interest and attended the meeting.	
6320	<b>Next Meetings – 10 May 2023 – Potterspurty Village Hall.</b> <b>Annual Meeting – 7:00pm.</b> <b>Parish Council Meeting after at approximately 7:30pm</b>  Meeting closed 9:35pm.	
		JES 19/04/2023

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