

# **MINUTES OF STANWICK PARISH COUNCIL HELD ON**

**Date:** 16<sup>th</sup> November 2017

**Venue:** Committee Room, Village Hall, Stanwick

**Time:** 7.15 p.m.

**Present:** Councillors:- N Peck (in the chair)  
T Chinery  
S Glanville-Hughes  
S Kitchener  
D Munday  
G Roberts

## **17.146 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Partrick.

## **17.147 APPROVAL OF MINUTES**

It was proposed and

### **RESOLVED**

That the Minutes of the Council Meeting held 26<sup>th</sup> October 2017 be approved as a correct record and signed by the Chairman.

## **17.148 DECLARATION OF INTEREST**

It was noted that Councillor Munday has a DPI in relation to the cemetery but has a dispensation.

## **17.149 PUBLIC SPEAKING TIME**

None.

## **17.150 REPORTS: COUNTY CLLR HUGHES & DISTRICT CLLR HOWELL**

County Councillor Hughes – none.

EN Councillor Hughes gave a written and verbal report on matters pertaining to East Northamptonshire Council and her ward in general.

## **17.151 FINANCIAL MATTERS**

### **a. Internal Control**

#### **i. Budget variance report and statement of accounts**

The budget variance report and statement of accounts were received and the contents noted.

It was noted that BT would be increasing the monthly line rental from January 2018 from £15.90 to £16.50.

**ii. Report in relation to VAT**

The claim for August and September totalling £445.42 has been received from HMRC and a claim for October totalling £414.61 has been submitted.

**iii. Report in relation to PAYE**

The second quarter's payment of tax and national insurance has been made.

**iv. Grants received or given**

It was noted that the grant for the Community Garden Group for £200.00 had been released. Minute 17.117 refers.

**v. Amendments to the asset register**

None required.

**vi. Incident reports on council owned land**

There have been no reports of any incidents on Council owned land.

**vi. Reports from volunteer inspectors**

None.

**b. Schedule of payments**

It was proposed and

**RESOLVED**

That the schedule that forms Appendix A be approved for payment.

**c. Cemetery administration system and back up of records**

After due consideration of the need to have a backup of the cemetery registers and a computerised administration system for the cemetery, it was proposed and

**RESOLVED**

That the quote from Pear Technology be accepted.

**d. Budget for 2018-19 & the precept for 2018-19**

The budget estimates and explanation papers that were circulated to all councillors prior to the meeting were considered.

After examining the financial position of the Council, it was proposed

**RESOLVED**

That the budget shown in Appendix B be approved for 2018-19

That the Council is satisfied that the ring fenced reserves are appropriate.

After considering the budget set in 17.151 above, it was proposed and

**RESOLVED**

That a precept demand under s41 of the Local Government Finance Act 1992 be issued to East Northamptonshire Council for £61545.00 for the year 2018/19 as Stanwick Parish Council has calculated that the budget requirement, as calculated in accordance with s50 of this Act, is £61545.00

**e. Proposal to extend the rec car park**

Further to Minute 17.141 it was noted that details of the proposals had been posted at the recreation ground, on the notice board and facebook page etc. and the Parish Council had not received any comments from the public regarding the proposal.

However a member of the public had raised the issue of the access for mobility scooters.

The Clerk advised that whilst she had not been able to obtain a quote for drawing the plans, she had spoken with a quantity surveyor to obtain an estimate of the costs involved for car park extension. It was proposed and

**RESOLVED**

That given the suggested costs of the works, the Clerk should determine whether there is likely to be grant funding available prior to council giving the matter further consideration as the amount was higher than anticipated.

That the Council would investigate the matter of access to the recreation ground in general.

**f. Local Council Advisory Service seminar**

It was proposed and

**RESOLVED**

That the Clerk should attend the seminar at a cost of £30.00 plus travel costs to Peterborough.

**h. Grant application from Stanwick Pre-school**

An application for £375.00 for new chairs at the pre-school was received. It was proposed and

## **RESOLVED**

That a grant of £175.00 be awarded to the Stanwick Pre-School Playgroup for new chairs.

### **i. Arrangements for the Christmas Fayre 3/12/17**

The Council was advised as to the arrangements made and costs incurred for the publicity including a contribution to a joint banner with FOSS and St Laurence Church.

### **17.152 MEMORIAL FOR CLLR MICHEL**

Further to Minute 17.88 it was noted details of how other authorities administer civic award schemes had been circulated to all councillors. It was proposed and

## **RESOLVED**

That the Parish Council would not continue with the suggestion for a civic award with an honours board because there were concerns as to how the scheme would be supported after the first few years in terms of nominations and recipients. It was the view of the council that a scheme that ‘ran out of steam’ would not be an appropriate memorial for Councillor Michel.

It was agreed that it would be more appropriate to have a stone or plinth at Parish Fields, the design of which is to be determined at a later meeting. The Pocket Park Group is to be advised of this proposal before their next meeting.

### **17.153 PLANNING MATTERS**

#### **a. Planning consultations**

None.

#### **b. Planning decisions made by East Northamptonshire Council**

Consent granted:

17/01712/REM	Appearance, landscaping, scale and layout at land adjacent to 51 West Street
17/01147/FUL	Change of use to menage at The Haybarn Hall Farm, Higham Road
17/02062/FUL	New conservatory at 19 High Street

#### **c. Outcome of the ‘Stop Warth Park III’ application to the High Court**

It was noted that at a hearing on 31<sup>st</sup> October 2017 permission to proceed to a Judicial Review was not received. This was the second time the Stop Warth Park III group’s application for a Judicial Review had been refused.

### **17.154 COMMUNITY SAFETY**

#### **a. Current issues**

None.

**b. Correspondence from Insp Lyons**

A letter detailing the policing structure from 1<sup>st</sup> November had been circulated to all councillors.

**c. Stanwick Lakes follow up meeting 23/11/17**

Councillors Glanville-Hughes and Kitchener will represent the Parish Council at the meeting.

**d. Police speed van in Stanwick**

An email from the Safer Road Team was reviewed. It stated that the speeds recorded by the Police did justify the presence of a Police Camera Van but the only location for it is on the grass next to the Parish Fields fence. The van could not be deployed at this location as it would have to be reversed out of position and this could not be done with only one person present. It was proposed and

**RESOLVED**

That an alternative location be suggested to the Safer Roads Team, subject to the permission of the home owner.

That a request be formally put to the Rural Policing Team for PCSO's with speed guns be deployed in Stanwick on a periodic basis.

**e. Parking 'ticket' deputy has been authorised**

It was noted that one person had been authorised to use the parking tickets.

**17.155 GROUNDS MAINTENANCE**

**a. Works to the cemetery flower beds**

Further to Minute 17.91 it was noted that the costs for planting two beds with roses was prohibitive at £2000.00 and an alternative proposal of Box, lavender and Hebe was suggested at an approximate cost of £500.00. It was proposed and

**RESOLVED**

That the work be instructed.

It was also noted that a tree at the cemetery was hollow at the base and should be removed.

**b. Supervisory arrangements for the grounds maintenance contract**

It was noted that East Northamptonshire Council had now assigned a dedicated person to act as the grounds maintenance supervisor. This person is also the dog warden. Details of how East Northamptonshire Council will refund payments for supervision to the Parish Council are outstanding.

**c. Broken sign at the Memorial Garden**

It was noted that the 'no ball games sign' had broken off at ground level. It was agreed that the sign should be reinstated.

### **17.156 HIGHWAY MATTERS**

#### **a. Bollards for Church Street**

Further to Minute 17.99 NCC Highways have advised that the bollards could not be installed on Church Street as agreed as there are underground utilities that Highways were not previously aware of.

#### **b. 30mph signs for Higham Road**

Further to Minute 17.99 the speed limit signs have been moved to encompass the entrance to Hall Farm.

#### **c. Parking restrictions on West Street**

Further to Minute 17.89 the Parish Council received notification of proposals to extend the double yellow lines on West Street towards the A45 and around the junction of Dolben Avenue and West Street. It was proposed and

### **RESOLVED**

That the Parish Council supports these proposals.

#### **d. Double yellow lines Raunds Road/Spencer Parade**

Further to Minute 107 (September 2016) it was noted that the double yellow lines had been implemented.

### **17.157 ALLOTMENTS & COMMUNITY GARDEN**

#### **a. Minutes of the Community Garden Meetings & the Allotment Society Meetings**

The Minutes were noted.

#### **b. Community Garden Group insurance policy**

Further to Minute 17-67 b it was noted that the Group would have their own insurance policy from 1<sup>st</sup> December 2017.

### **17.158 NCC BUDGET PROPOSALS**

It was noted that the County Council were proposing significant budget cuts that could impact on the Parish Council and local residents. It was proposed and

### **RESOLVED**

That the Parish Council should respond to the County Council expressing its disappointment and concern.

### **17.159 CHRISTMAS SERVICE (17<sup>th</sup> DECEMBER)**

It was agreed that Cllr Peck would give a reading at the service on behalf of the council.

#### **17.160 BOUNDARY WALL OF THE CHURCH**

Further to Minute 17.112 f a structural engineers report was received. It was noted that the report did not identify any areas in immediate danger of collapse nor a danger to the public. It was proposed and

#### **RESOLVED**

That report could be shared with the Church wardens.

That the Council, if possible, include rebuilding of two areas of wall in any grant applications that the church wardens make for other works to the fabric of the church.

It was also noted that damage had occurred on the section of wall on Church Street between the steps to the path and the side of the Duke of Wellington PH. This is likely to have been caused by children climbing up the wall. It is uncertain whether this section of wall is covered by Listed status. Works to prevent further deterioration will depend on its Listed status.

#### **17.161 LIST OF CORRESPONDENCE**

The list that forms Appendix C was received.

#### **17.162 NEXT SCHEDULED MEETING**

The next meeting will be on 18<sup>th</sup> January 2018. No items were identified for future agendas

#### **17.163 CLOSE THE MEETING TO THE PUBLIC AND PRESS**

It was proposed and

#### **RESOLVED**

That the meeting be closed to the public and press as the next item of business was of a confidential nature.

#### **17.164 POTENTIAL EXTENSION OF VILLAGE FACILITIES**

A response from the land owner regarding the expansion of the cemetery was outstanding.

Councillor Chinery reported on a seminar he had attended hosted by CPRE and how rural villages could apply to SEMLEP and LEP for support.

Meeting closed 9.06 p.m.

**Chairman**

## Appendix A

### *Power of General Competence adopted 19<sup>th</sup> November 2015*

#### Schedule of payments made outside of the meeting (Financial Regulation 6.8)

<b>Cheque no</b>	<b>Detail</b>	<b>Amount</b>
	None	

#### Schedule of payments presented for payment at the meeting

<b>Cheque no</b>	<b>Detail</b>	<b>Amount</b>
000688	Alchemy Tree Surgery – cedar at churchyard	£240.00
000689	East Northamptonshire Council grounds maintenance Sept 17	£1487.89
000690	East Northamptonshire Council - cleansing sept 17	£16.28
000691	Allcott Associates LLP – survey on church wall	£714.00
000692	Stanwick Village Hall Trust – room hire Nov 17	£38.00
000693	Stanwick Pocket Park Group – annual grant	£200.00
000694	Stanwick Bowls Club – annual grant	£200.00
000695	Friends of Stanwick School – contribution for Xmas banner	£30.00
000696	J Hodgson – Xmas fayre printing	£53.09
000697	A Kelsey – refund of allotment deposit	£15.00

The above payments were approved \_\_\_\_\_ Chairman  
16th Nov 2017

#### For information (Financial Regulation 6.5 & 6.6)

<b>Date</b>		<b>Detail</b>	<b>Amount</b>
11.11.17	STD	NCC Pensions	£467.38
11.11.17	DDM	E-on	£12.42
15.11.17	DDM	Anglian Water	£4.50
28.10.17	DDM	BT Business	£51.47

#### Receipts:

<b>Date</b>	<b>Detail</b>	<b>Amount</b>
09.11.17	Co-operative Funeral Services	£290.00



**Budget for 2018-2019**

<b>Receipts</b>		<b>Payments</b>	
Cemetery fees	3000.00	Staff costs	23500.00
Bowls club	40.00	Office costs	3600.00
Highway Verges	405.00	Training	500.00
Stanwick Rovers	125.00	Insurance	1000.00
Interest	6.00	Subscriptions	1250.00
Grants	0.00	Room Hire	250.00
Miscellaneous	0.00	Election Reserve	0.00
Allotment rents	600.00	Grounds maintenance	21500.00
		Repairs and renewals	1500.00
		Misc.	2000.00
		Loan repayments	4651.55
		Section 137	0.00
		Leisure grant	600.00
		Parish Fields/allotments	1000.00
		Neighbourhood plan	0.00
		Street Lighting	150.00
		Addition to capital reserves	0.00
	<b><u>4176.00</u></b>		<b><u>61501.55</u></b>

### Reports and Correspondence Received

1. Email: Restoring the record – Rights of Way training OSS (Circulated to councillors)
2. Email: First for wellbeing October newsletter
3. Email: My Community fortnightly digest
4. Email: NCC Consultation re Parking Enforcement Officers wearing body cameras
5. Email: Notification of resurfacing works on the A45
6. Email: Bright ideas fund for community business
7. Email: details of Locality Convention
8. Email: Northamptonshire Adult Social Care Charging Policy Consultation 2017
9. Email: Countryside Alliance Awards 2017
10. Email: Safety First newsletter
11. Email: NCALC re NCC Medium Term Funding Strategy (circulated to councillors)
12. Emails: Northamptonshire County Council 2018-19 Budget Consultation: Phase 1 (circulated to councillors)
13. Email: CPRE event (circulated to councillors)
14. Email: HMRC employers bulletin issue 68
15. Email: Explore what's on InNorthamptonshire this October
16. Email: Rural Wellbeing Autumn Newsletter (circulated to councillors)
17. Email: Open Space Autumn 2017 newsletter (circulated to councillors)
18. Email: Consultation re Trading Standards Budget cuts (circulated to councillors)
19. Email: Latest news from the Open Spaces Society (circulated to councillors)
20. Email: Agenda & papers Joint Standards Committee (ENC)
21. Email: Notification of road closure for the Stanwick Race Day