

MINUTES OF STANWICK PARISH COUNCIL MEETING HELD ON

Date: 21st November 2019

Venue: Committee Room, Village Hall, Stanwick

Time: 7.15 p.m.

Present:	Councillors:-	N Peck (in the chair)
		S Glanville-Hughes
		S Kitchener
		D Munday
		M Partrick
		J Paterson
	Clerk to the Council	J Hodgson
	Members of the Public	0

19.113 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Konstantinidis. It was proposed and

RESOLVED

That the reason for absence be approved.

Apologies were received from East Northamptonshire Council Councillor Howell.

19.114 DISCUSSION WITH HIGHWAYS ENGLAND

Representatives of Highways England were unable to attend.

19.115 APPROVAL OF MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 7th November 2019 be approved as a correct record and signed by the Chairman.

19.116 DECLARATION OF INTEREST

Councillor Kitchener declared an interest in item 19.122 d as a Village Hall Trustee. Councillor Munday declared an 'other' interest in 19.121 as a member of the Royal British Legion.

19.117 PUBLIC SPEAKING TIME

No members of the public were present.

19.118 REPORT FROM COUNTY COUNCILLOR HUGHES

A report had not been received.

19.119 REPORT FROM DISTRICT COUNCILLOR HOWELL

A written report from Councillor Howell will be circulated to councillors in due course.

19.120 CANDIDACY FOR THE 2020 PARISH COUNCIL ELECTIONS

It was agreed that the Parish Council needed to get the message across to members of the community that candidates were needed to stand for election. The Council and the parish would be better served by a membership that had a mandate achieved through the electoral process. Publicity can be achieved through social media, the website and posters. It was noted that Councillors have a role to play in talking to possible candidates and encouraging them to stand. The relevant sections of the 'Good Councillor Guide' should be utilised. It was noted that this should start in January, well before the deadline for nominations.

19.121 LOCAL CELEBRATIONS TO MARK VE DAY (8th May 2020)

It was noted that the Council was not aware of any plans within Stanwick for celebrations. It was noted that the Queen's pageant master had issued a suggested event programme for the 8th May. It was agreed that the Council would monitor the situation. This also applies to VJ Day.

19.122 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. The quarterly analysis of budget performance against cost headings was also circulated.

ii. Report in relation to VAT

The claim for August and September 2019 totalling £1090.55 has been received. A claim for October had not been submitted as the requisite threshold had not been achieved.

iii. Report in relation to PAYE

It was noted that proper HMRC processes are in place with the second quarter tax and National Insurance payment has been made.

iv. Grants received or given

The annual leisure grants of £200.00 to Stanwick Community Garden, Stanwick Pocket Park Group and Stanwick Bowls Club were made in November.

v. Amendments to the asset register

It was not necessary to make any amendments.

vi. Incident and accident reports on council owned land

None.

vi. Reports from volunteer inspectors

None.

b. Report from the Internal Control Councillor

Cllr Kitchener reported that the monthly internal control check had been completed in October and on 12th November and everything was in order and signed off.

c. Schedule of payments

It was proposed and

RESOLVED

That the schedule of payments that forms Appendix A to this Minute be approved for payment

d. Proposed office rent increase and annual lease agreement

Councillor Kitchener took no part in this item.

It was noted that the rent increase was above the rate of inflation and the monthly rent with effect from 1st January 2020 would be £218.00, previously £210.00. It was proposed and

RESOLVED

That the rental charge be noted and that Councillors Glanville-Hughes and Paterson sign the lease agreement on behalf of the Council.

e. Budget for 2020-2021

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 2020-21

f. Precept for 2020-2021

After considering the budget set in 19.122 e 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 £71545.00 for the year 2020/21 as Stanwick Parish Council has calculated that the budget requirement, as calculated in accordance with s50 of this Act, is £63672.00 and balance of the precept is to be assigned to the general reserve with possible future allocation to the cemetery fund.

g. Millennium sign

Further to Minute 19.90 and correspondence from the original manufacturer of the sign frame (T Seamarks) it was proposed and

RESOLVED

That the quote for £460.00 be accepted with a further reserve of £300.00 for any additional works later identified. This cost will be met from the 'Repairs and Renewals' budget.

h. Bench at the Spencer Parade bus stop

Further to Minute 18.120 i it was decided that the Council would not consider installing a bench at the bus stop at the present time.

i. Website proposal

Further to Minute 19.84 g it was noted that the proposal document from Tapiochre Ltd has been circulated to all councillors prior to the meeting. It was proposed and

RESOLVED

That the Council accepts the proposal document and that the work should proceed.

19.123 PLANNING MATTERS

a. Planning consultations

19/01823/TPO Black Pine (T1) - Remove and plant a replacement tree at 6 Hill House Gardens

After consideration of the planning documents it was proposed and

RESOLVED

That the following response be sent to East Northamptonshire Council. The Parish Council objects to the proposal on the basis that the tree is apparently healthy.

b. Planning decisions made by East Northamptonshire Council

Table to show Planning Consent granted:

Planning reference number	Planning details and address of property that the application relates to
19/00938/FUL	Single storey side and rear extension at 30 Raunds Road
19/00710/FUL	Change of use from residential (C3) to commercial (A2) at 2 Alfred Street
19/01091/FUL	Demolition of existing conservatory and erection of a single storey rear extension at 11 Cleburne Close
19/01414/FUL	Single storey rear extension with balcony to existing bedroom at 11 Courtwood
19/01125/FUL	Rear kitchen and restaurant dining room extensions, infilled with a new glazed link extension. New distillery barn building with additional bar area to rear of existing public house. Retention of roofing/rain screening to the walkway passage at Duke of Wellington

Table to show Planning Consent refused:

Planning reference number	Planning details and address of property that the application relates to
19/00707/FUL	Two storey side extension & single storey rear extension etc at 17 High Street

Table to show Applications that have been withdrawn by the applicant:

Planning reference number	Planning details and address of property that the application relates to
19/01051/FUL	Change of use of residential accommodation to commercial use at The Stanwick Hotel West Street
19/01294/FUL	Single storey rear and two-storey side and rear extension with alterations at 5 Manor Gardens

19.124 MEETING/TRAINING REPORTS FROM COUNCILLORS

There were no reports given.

19.125 ARRANGEMENTS FOR THE CHRISTMAS FAYRE & LIGHTS

The arrangements were noted.

19.126 COMMUNITY SAFETY

a. Report from the Joint Action Group

It was noted that the JAG priorities continued to be tackling drug issues and antisocial behaviour at various locations in the JAG area.

b. Current community safety issues

It was noted that there had been near misses between pedestrians and vehicles on Raunds Road zebra crossing and Spencer Parade bund in the past week that have been reported to the Police. It was also noted that plants had been stolen from the 'Welcome to Stanwick' planter on Raunds Road (crime number 19000623516).

c. Suggestion to install bollards around the ‘bund’ at the junction of Church Street and Spencer Parade

The local PCSO has suggested that bollards are installed around the edge of the bund to prohibit vehicles from parking there in addition to the existing double yellow lines. It was agreed to defer a decision on this matter to a later meeting allowing for talks with the police and further information from Northants Highways.

19.127 GROUNDS MAINTENANCE

a. Grounds maintenance consortium meeting 26th September 2019

The Minutes were noted.

19.128 ALLOTMENTS

a. Minutes of the Community Garden Meetings

The Minutes were noted.

b. Possible improvements to the social area

It was suggested that the social area at the allotment site could benefit improvements to encourage greater use of this facility. It was suggested that a few pieces of play equipment aimed at the pre-school age group be considered. Other proposals would be welcomed. It was agreed that Councillor Paterson and the Clerk would work together to prepare a more detailed proposal for children’s play equipment with costs and funding streams.

19.129 LIST OF CORRESPONDENCE

The list that forms Appendix C was received. No other action is required.

19.130 NEXT SCHEDULED MEETING

The next scheduled meeting will be on 16th January 2020 when Highways England should be in attendance together with a representative of Stanwick Primary School regarding a proposal to buy a double decker bus to use as a class room.

Meeting closed at 8.21 pm.

Chairman

Schedule of Payments presented for authorisation at the meeting.

Table 1: Schedule of payments made outside of the meeting (Financial Regulation 6.8)

Cheque no	Payee and reason	Amount
None	None	None

Table 2: Schedule of cheques presented for authorisation at the meeting

Cheque no	Payee and reason	Amount
000910	East Northamptonshire Council – cleansing services Sept 2019	£13.70
000911	East Northamptonshire Council – cleansing services Aug 2019	£13.70
000912	E Kendrick – entertainer services for Xmas fayre	£150.00

The above payments were approved (signature line)_____Chairman

Date signed 21st November 2019

Table 3: For information (Financial Regulation 6.5 & 6.6) automated payments

Date	Method	Payee and reason	Amount
09.11.19	STD	Local Government Pension Scheme	£516.67
12.11.19	DDM	E-on – street lighting	£17.42
14.11.19	DDM	Wave (Anglian Water) water rates	£5.00

Table 4: Money received since the last meeting:

Date	Where the money was received from	Amount
None	None	None

Note: *The General Power of Competence adopted 19th November 2015*

Appendix B

Budget for 2020-2021

Receipts

Cemetery fees	3000.00
Bowls club	40.00
Highway Verges	405.00
Stanwick Rovers	125.00
Interest	100.00
Grants	0.00
Miscellaneous	15.00
Allotment rents	691.00
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	4376.00

Payments

Staff costs	24800.00
Office costs	3600.00
Training	500.00
Insurance	900.00
Subscriptions	1250.00
Room Hire	300.00
Election Reserve	0.00
Grounds	22500.00
maintenance	
Repairs and renewals	2500.00
Misc	2000.00
Loan repayments	4522.00
Section 137	0.00
Leisure grant	600.00
Street Lighting	200.00
Addition to reserves	0
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	63672.00

List of correspondence received

1. Email: Northants CALC Friday mini eUpdate – 19 July 2019
2. Email: July's update from Northamptonshire County Council (circulated to councillors)
3. Email: Open Spaces Society AGM news (circulated to councillors)
4. Email: Northants CALC eUpdate - Jul/Aug 2019 (circulated to councillors)
5. Email: Annual Civic Opening of Rushden Feast and Fish & Chip Supper - Friday 13th September 2019
6. Email: East Northamptonshire Council Town & Parish Council Bulletin-2019-02 (circulated to Councillors)
7. Email: Office of Police, Fire & Crime Commissioner Newsletter July edition
8. Email: Latest new from the ICO (Information Commissioners Office) August edition
9. Email: Northamptonshire Highways Cliftonville Corridor Improvement Scheme 2019 consultation
10. Email: Nominations now open for the East Northamptonshire Sports & Physical Activity Awards
11. Email: CPRE autumn clean up campaign details.
12. Email: Northants CALC Friday mini eUpdate – 12 August 2019
13. Email: Northamptonshire County Council consultation re Northampton Town Centre Parking Proposals 2019
14. Email: Northamptonshire ACRE Summer newsletter, Village Viewpoint (circulated to councillors)
15. Email: Northants CALC Friday mini eUpdate – 16 August 2019
16. Email: Northants Highways August Newsletter (circulated to councillors)
17. Email: Northants Highways weekly works programme
18. Email: details of Northamptonshire Health, Care and Wellbeing Plan survey launch (circulated to councillors)
19. Email: Open Spaces Society - Restoring the Record Rights of Way Training Day (Circulated to councillors)
20. Email: Northants Highways weekly works programme
21. Email: Northants CALC Friday mini eUpdate – 23 August 2019 (circulated to councillors)
22. Email: Northants Highways weekly works programme
23. Email: August's update from Northamptonshire County Council (circulated to councillors)
24. Email: East Midlands Airport Future Airspace Programme consultation (circulated to councillors)
25. Email: Latest news from the ICO (circulated to councillors)
26. Email: Northamptonshire County Council consultation Proposed changes to the Council's Fair Contributions Policy
27. Email: Details of CPRE conference on Affordable Homes
28. Email: Northants CALC Friday Mini eUpdate - 13/09/19 (circulated to councillors)
29. Email: Northants Highways weekly works programme
30. Email: East Northamptonshire Council Town & Parish Council Bulletin TPB12 (circulated to Councillors)