

# MINUTES OF STANWICK PARISH COUNCIL MEETING HELD ON

**Date:** 26<sup>th</sup> November 2020

**Venue:** Zoom

**Time:** 7.15 p.m.

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

This meeting was held 'remotely' via an internet platform as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

## **20.111 APOLOGIES FOR ABSENCE**

Apologies were received from ENC Councillor Howell.

## **20.112 APPROVAL OF MINUTES**

It was proposed and

### **RESOLVED**

That the Minutes of the Council Meeting held 29<sup>th</sup> October 2020 be approved as a correct record and signed by the Chairman.

## **20.113 DECLARATION OF INTEREST**

Councillors Peck and Kitchener declared an 'other' interest in item 20.118 g and Councillor Munday declared a Disclosable Pecuniary Interest with dispensation in item 20.124.

## **20.114 PUBLIC SPEAKING TIME**

Mr Wathan provided a background to the Raunds Community Library Service and the services it offers.

## **20.115 NENE VALLEY STAR AWARD**

It was noted that the Destination Nene Valley (DNV) partnership has announced that a Stanwick resident Mrs Merricks, a volunteer for the Settlers of the Nene Valley project, has won the first Nene Valley star award.

## **20.116 REPORT FROM COUNTY COUNCILLOR HUGHES**

None.

## **20.117 REPORT FROM DISTRICT COUNCILLOR HOWELL**

A written report was circulated to all Councillors prior to the meeting.

## **20.118 FINANCIAL MATTERS**

### **a. Internal Control**

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

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

#### **ii. Report in relation to VAT**

It was noted that £969.86 and £421.52 for August and September respectively have been received.

#### **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 had been made.

#### **iv. Details of any grants received or given**

The annual grants to the Bowls Club, Pocket Park Group and the Community Garden Group had been made.

#### **v. Incident reports on Council owned land**

There were no reports of any incidents.

### **b. Report from the Internal Control Councillor**

It was reported that the account book had been inspected on 25<sup>th</sup> November and everything was found to be in order.

### **c. Schedule of payments**

It was proposed and

## **RESOLVED**

That the schedule of payments that forms Appendix A to this Minute be approved and it was noted that there were no cheques for signing.

### **d. Sports Club Holiday Proposal**

The email proposal from Finding Fitness was considered and it was proposed and

## **RESOLVED**

That the cost of £1500.00 for one week was cost prohibitive especially as similar schemes within the village have had a very low take up rate and the Parish Council will not be considering the proposal further.

**e. Budget for 2021-2022**

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 2021-22

**f. Precept for 2021-2022**

After considering the budget set in 20.118 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 2021/22 as Stanwick Parish Council has calculated that the budget requirement, as calculated in accordance with s50 of this Act, is £68620.00 and balance of the precept is to be assigned to the general reserve.

**g. Lease for the parish office and authorise the signing for the year 2021**

Councillors Peck and Kitchener took no part in this item.

**RESOLVED**

That the terms of the lease be accepted with the rent at £218.00 per month and that Councillors Paterson and Glanville-Hughes be authorised sign the lease on behalf of the Council.

**h. Quote for works to the equipment in the play area at the recreation ground**

Further to Minute 20.90 a quote was received for replacement of parts and labour. It was agreed to seek alternative quotes. The work was not identified as urgent or high risk by the inspection report. It was noted that only replacement parts from the manufacturer (Hags SMP) should be used.

**i. Quote for works to the hedge and trees at the recreation ground**

**RESOLVED**

That the quote from Turney Landscapes be accepted to cut back the vegetation growing through the fence on the north boundary and cut back the overhanging branches above the 'viper' in the play area together with other overgrown vegetation requiring attention.

**j. Consultation on the 'Council tax support scheme'**

The Council did not have any comment to make.

**20.119 PLANNING MATTERS**

**a. Planning consultations**

**20/01362/FUL** Conversion of integral garage into reception room at 2 Adams Close

After consideration of the planning documents it was proposed and

**RESOLVED**

The Parish Council does not object to the proposal.

It was **RESOLVED** that the following four planning applications all relating to Stanwick Hall be considered together and one response submitted to East Northamptonshire Council as together the proposals are parts of an overall scheme for the Grade II\* buildings and site.

**20/01507/FUL** Carry out landscaping works to include the creation of a wildlife pond at Stanwick Hall Higham Road

**20/01011/FUL** Change of use of existing ancillary cottages to allow for use as self-catering rental accommodation (Retrospective); Erection of a shepherds hut for additional self-catering rental accommodation; Landscaping works to include tree planting and reinstatement of second gravel drive at Stanwick Hall Higham Road

**20/00873/LBC** Repair, alteration and reinstatement of estate walls; Clear and rebuild curtilage listed barn for ancillary estate use; Erection of single storey extension/ garden room to South West corner of Stanwick Hall at Stanwick Hall Higham Road

**20/00872/FUL** Carry out landscaping works to the garden of Stanwick Hall (including installation of tennis court / MUGA); Repair, alteration and reinstatement of estate walls; Erection of detached greenhouse; Construct a swimming pool and pergola; Clear and rebuild curtilage listed barn for ancillary estate use; Erection of single storey extensions / garden room on the South West corner of Stanwick Hall at Stanwick Hall Higham Road

After consideration of the planning documents it was proposed and

**RESOLVED**

The Parish Council broadly supports the proposals but makes the following comments.

The application does not appear to be accompanied by a report from Historic England that indicates that Historic England have been fully consulted in these proposals prior to the applications being submitted for approval. As a Grade II\* listed site, the Parish Council is of the opinion that this is a prerequisite of any application and subsequent approval.

The Parish Council would want to see such a report from Historic England and know the view of Historic England on the impact of works on stone walls, many of which are over 100 years old.

The application does not appear to provide provision for the disposal of waste water from the swimming pool.

The Parish Council has concerns regarding how the ‘reinstated second gravel drive’ will be used and whether it will be directly connected to the highway network for access. The Parish Council would like to see further information on the expected usage volumes together with visibility splays etc if it is to be connected to the road network.

**20/01498/FUL** 1.5 storey rear extension; 0.5 single storey front extension to include W.C. and relocation of 2 parking spaces to the front of the property (Resubmission of 20/01142/FUL) at 1 St Laurence Way

After consideration of the planning documents it was proposed and

**RESOLVED**

The Parish Council objects to this application

The effect of the extensions would be to create a dwelling that is out of keeping with the other properties of St Laurence Way and have an adverse impact on the street scene contrary to Stanwick Neighbourhood Plan.

The size and scale of the rear extension will have an adverse impact on the properties in Rectory Close causing a loss of residential amenity.

The size and scale of the extension to the front of the property will have an overbearing effect on 3 St Laurence Way.

**20/01453/OUT** Outline Planning Application for a Sustainable Urban Extension comprising residential development of up to 2,200 dwellings (Class C3), residential institution (Class C2), up to 110,000 square metres of employment development (Classes B2 (General Industrial), B8 (Storage and Distribution), E(comprising Office, Research and Development of Products or Processes and Industrial Processes)), two local centres, two primary schools, one secondary school, details of the principal accesses from A6 /John Clark Way roundabout and Newton Road, secondary vehicular and non-vehicular accesses, public open space including Suitable Alternative Natural Greenspace, cemetery, allotments, noise mitigation features, drainage, primary sub-station utilities apparatus and associated engineering works, demolition of existing buildings, earthworks and ground remodelling (All Matters reserved except Access) at Rushden East Urban Extension Liberty Way Rushden

After consideration of the planning documents it was proposed and

**RESOLVED**

The Parish Council does not object but does have concerns about the impact of increased traffic volumes on the existing road network.

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

Table to show Planning Consent granted:

<b>Planning reference number</b>	<b>Planning details and address of property that the application relates to</b>
20/00939/TPO	T1 Sycamore - remove younger low growth that is overhanging number 14 Hill House Gardens, up to a height of 5.5mtrs. Reduce single large limb that extends over the patio and house of no 14 at 12 Hill House Gardens
20/00917/LDP	Single storey rear extension at 28 Courtman Road

<b>Planning reference number</b>	<b>Planning details and address of property that the application relates to</b>
20/00934/FUL	Erection of Part Two Storey Part Single Storey Side Extension, Insertion of Roof lights and Bi- Folding Door within Previous Extension and Relocation of Existing Solar Panels at 33 Needham Road
20/00837/FUL	Two storey rear extension; first floor extension over existing single and 1.5 storey side element at 8 Hill House Gardens
20/00984/TPO	TPO 142 - T1 Purple leaved plum tree and T2 blue cedar - both fell to near ground level to allow more air and light into garden at 27 Hill House Gardens
20/01175/TPO	Lime trees x 3 Re-pollard at 26 Grange Road

Table to show Planning Consent refused:

<b>Planning reference number</b>	<b>Planning details and address of property that the application relates to</b>
<b>20/01147/FUL</b>	Proposed Dwelling at 1 St Laurence Way

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

<b>Planning reference number</b>	<b>Planning details and address of property that the application relates to</b>
20/01142/FUL	Two storey rear extension; one and a half storey front extension and relocation of 2 parking spaces to the front of the property at 1 St Laurence Way

**c. Planning appeal APP/G2815/D/20/3251753 5 Manor Gardens (ref 19/01939/FUL)**

It was noted that the appeal had been refused by the inspector.

**20.120 MEETING/TRAINING REPORTS FROM COUNCILLORS**

Councillor Munday reported that he had attended the CPRE Zoom meeting on the ‘Planning for the Future’ White paper and a Nothants ACRE Zoom meeting on biodiversity and tackling climate change. Councillor Glanville-Hughes reported that she had attended the NACRE AGM on Zoom.

**20.121 COMMUNITY SAFETY**

**a. Report from the Joint Action Group**

It was noted that the new priority was anti-social behaviour in vehicles.

**b. Current community safety issues**

No community issues were identified.

**20.122 GROUNDS MAINTENANCE**

**a. Walkabout feedback from Councillors**

It was noted that Cllr Paterson had identified the shrub beds on Manningham Road required work and this had been undertaken as part of the winter maintenance schedule. However a resident had emailed the Council to say the work had not been extensive enough.

It was noted that the entrance to the Cleburne Close open space area from Arris Lane was overgrown and it was agreed to see works should be undertaken.

**b. Minutes from the grounds maintenance consortium meeting (Sept 2020)**

The Minutes were noted.

**20.123 HIGHWAYS**

**a. Request to place planters/bollards on the pavement outside the Groom@stanwick to prevent vehicles blocking the footway**

It was agreed that a site meeting should be arranged with the Northants Highways liaison officer to discuss the issues and identify the best locations for bollards on both sides of High Street.

**b. Traffic volumes in Stanwick**

It was agreed that the Parish Council Speed Indication Device should be used to collect traffic volume data to be compared with data collected in 2015 as part of the Neighbourhood Plan to assess whether volumes had changed.

**20.124 CEMETERY**

**a. Report on the annual headstone inspection**

The report that forms Appendix C was received. It was proposed and

**RESOLVED**

That the report be adopted and actions approved.

**b. Arrangements to ‘pocket’ seven headstones**

It was proposed and

**RESOLVED**

That seven headstones as identified in the report adopted in 20.124 a) be pocketed (sunk by one third) at a cost of £15.00 each as this was a cost effective means of making the headstones safer, removing a trip hazard and was more respectful than leaving the memorials flat.

**20.125 LIST OF CORRESPONDENCE**

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

**20.126 NEXT SCHEDULED MEETING**

The next scheduled meeting will be on 21<sup>st</sup> January 2021.

It was requested a future agenda included a discussion on the Queens Platinum Jubilee celebration in 2022 and how the Parish Council could be involved.

Meeting closed at 8.27 p.m.

### Chairman

### Appendix A

#### 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
None	None	None

The above payments were approved (signature line) \_\_\_\_\_ Chairman  
Date signed 26 Nov 2020

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

Date	Method	Payee and reason	Amount
30.10.20	DDM	BT Business	£50.39
03.11.20	STD	Stanwick Village Hall Trust - office costs	£218.00
09.11.20	STD	LGPS Pensions	£562.16
12.11.20	DDM	E-on	£17.42
17.11.20	DDM	Wave	£5.00
17.11.20	DDM	Information Commissioners Office (annual fee)	£35.00

Table 4: Money received since the last meeting:

Date	Where the money was received from	Amount
07.10.20	HMRC – Vat refund	£421.52

Note: *The General Power of Competence adopted 19<sup>th</sup> November 2015*

## Budgets and cost heading for 2021-22

<b>Receipts</b>		<b>Payments</b>	
Cemetery fees	£1,000.00	Staff costs	£25,000.00
Bowls club	£40.00	Office costs	£3,800.00
Highway Verges	£0.00	Training	£500.00
Stanwick Rovers	£125.00	Insurance	£900.00
Interest	£30.00	Subscriptions	£1,300.00
Grants	£0.00	Room Hire	£300.00
Miscellaneous	£15.00	Election Reserve	£0.00
Allotment rents	£650.00	Grounds maintenance	£23,500.00
<b>Total</b>	<b>£1,860.00</b>	Repairs and renewals	£2,500.00
		Miscellaneous items	£2,000.00
		Loan repayments	£4,520.00
		Section 137	£500.00
		Leisure grant	£600.00
		Projects	£3,000.00
		Parish Fields/allotments	£0.00
		Street Lighting	£200.00
		Addition to Capital Reserves	£0.00
		<b>Total</b>	<b>£68,620.00</b>

**Stanwick cemetery**

**Memorial inspection September 2020 summary report**

**Headstones to be pocketed (7):**

62 Lewis Cox                      309 Gertrude Hales  
341 Arthur Hollands              351 Ellen Beeby  
449 Rhoda Bird                      462 Kenneth Mack  
563 Elsie Morris

**Vegetation to be cleared**

377 Knight

**Headstones reclassified to priority 3 (monitor on 5 yearly cycle)**

The following headstones have either been pocketed by the council or repaired by the owners or made secure in another way

145 Ethel Lines (repaired 2019)  
456/465 Ward (headstone secured flat)  
82 Craven (pocketed 2019)  
334 Annie Baldwin (headstone secured flat)  
447 H Lines (pocketed 2019)  
444 I Folwell (new headstone)  
302 Betts (vegetation removed and headstone tested)  
438 Freegrove (pocketed 2019)  
463 Ernest Gates (headstone secured flat)  
505 Bessie Bailey (repaired)  
506 Sidney Bailey (repaired)  
544 B Coleman (repaired)  
570 T Klucynski (pocketed 2019)  
613 Tyler (re-set by mason)

**The following headstones have be classified as very low risk and reclassified as 3**

102/103 Adams (Low to the ground)  
114/115 Mills (small headstone that would fall backwards rather than be pulled forwards)

128 Knight (Headstone has a large rose bush in front of it that will prevent anyone using it to pull on)

276 Frederick Ward (low 'book' style memorial that leans backwards)

308 Winifred Ward (low 'book' style memorial that leans backwards)

429 A Ada Millard (Headstone flat on the kerbs and is very low risk)

**Number of headstones remaining as priority 1 and requiring quarterly monitoring: 12**

This number will be reduced if the 7 headstones identified above are pocketed.

**Number of headstones remaining as priority 2 and requiring annual monitoring: 22**

Of these priority 2 fails, a number are headstones with ground anchors. The anchors appear to be fulfilling their function but have the capacity to fail.

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**Appendix D**

**List of correspondence received**

1. Email: COVID-19 in Northamptonshire - Community Engagement (circulated to councillors)
2. Email: Voluntary Impact Friday Bulletin
3. Email: Northants CALC Friday mini eUpdate - 11/09/2020 (circulated to councillors)
4. Email: Northants Highways weekly works programme –11/09/20
5. Email: Open Spaces Society - Why do legacies matter to Open Spaces Society?
6. Email: Latest news from the ICO
7. Email: Rushden TC Mayor making
8. Email: news from the National Allotment Society
9. Email: Heart Charity re defibrillator grants
10. Email: NCC Consultation - Northampton Local Cycling and Walking Infrastructure Plan consultation
11. Email: NCC Consultation- Emergencies: How prepared are you? Survey
12. Email: NCC Consultation
13. Email: Northants CALC Friday mini eUpdate - 18/09/2020 (circulated to councillors)
14. Email: Northants Highways weekly works programme –18/09/20
15. Email: Voluntary Impact Friday Bulletin
16. Email: September member update from Open Spaces Society (circulated to councillors)
17. Email: Update from the Monitoring Officer at ENC (circulated to councillors)
18. Email: Three Oaks Media release from Highways England
19. Email: N ACRE Rural Food Survey
20. Email: Voluntary Impact Friday Bulletin
21. Email: Northants Highways weekly works programme –25/09/20
22. Email: Active Places newsletter October 2020
23. Email: Northants Highways weekly works programme –25/09/20
24. Email: Northants Pensions: New LGPS HR and payroll guides - APP includes parental bereavement leave
25. Email: September news from your county council (circulated to councillors)

26. Email: Wellers Hedley Legal News for Town, Parish & Community Councils - Autumn 2020
27. Email: Webinar training series tailored to your community (circulated to councillors)
28. Email: N ACRE details of Green Home Grants
29. Email: ENC News - East Northamptonshire Council formally objects to MCHLG planning system changes (circulated to councillors)
30. Email NCALC eUpdate Sept/Oct 2020 (circulated to councillors)
31. Email: Northants Highways weekly works programme –2/10/20
32. Email: Northants CALC Friday mini eUpdate - 02/10/2020 (circulated to councillors)
33. Email Latest news from the ICO (1/10/2020)
34. Email: Voluntary Impact Friday Bulletin
35. Email: Agenda and papers for ENC Joint Standards Committee meeting 14<sup>th</sup> October 2020
36. Email ENC news: Have your say on Rushden Planning proposals
37. Email: NACRE details of networking event 12 November (circulated to councillors)
38. Email: NCALC – slides from AGM (Circulated to councillors)
39. Email: Voluntary Impact Friday Bulletin
40. Email: Northants Highways weekly works programme –09/10/20
41. Email: CPRE e-newsletter (circulated to councillors)
42. Email: CPRE details of virtual planning road show (circulated to councillors)
43. Email: NACRE e-bulletin October 2020 (circulated to councillors)
44. Email: Northants Highways weekly works programme –16/10/20
45. Email: Voluntary Impact Friday Bulletin
46. Email: Northants CALC Friday mini eUpdate - 16/10/2020 (circulated to councillors)
47. Email: ENC news – Vote for a Nene Valley star (circulated to councillors)
48. Email: NCC consultation school term dates 2022-2023
49. Email: ENC agenda and papers for meeting 26/10/20
50. Email: Open Spaces magazine - Autumn issue (circulated to councillors)
51. Email: Northants CALC Friday mini eUpdate - 23/10/2020 (circulated to councillors)
52. Email: Voluntary Impact Friday Bulletin
53. Email: Northants Highways weekly works programme –23/10/20
54. Email: N ACRE details of AGM (circulated to councillors)
55. Email: ENC news: ENC embraces digital democracy with virtual full council meeting
56. Email: NCALC training newsletter October 2020 (circulated to councillors)
57. Email: Northants CALC Friday mini eUpdate - 30/10/2020 (circulated to councillors)
58. Email: Voluntary Impact Friday Bulletin
59. Email: Northants Highways weekly works programme –30/10/20
60. Email: October's news from Northamptonshire County Council (circulated to councillors)
61. Email: ENC News: Recovery Through Enterprise – Driving economic recovery
62. Email: NACRE – Improving biodiversity on your community (circulated to councillors)
63. Email: October member update from Open Spaces Society (circulated to councillors)
64. Email: Survey on proposed Armed Forces Community Hubs across Northamptonshire
65. Email: ENC - Have your say on how new council should allocate social housing (circulated to councillors)
66. Email: NCALC Corona virus briefing#7 (circulated to councillors)
67. Email: Superfast Northamptonshire re Gigaclear works in Stanwick (circulated to councillors)
68. Email: Voluntary Impact Friday Bulletin
69. Email: Northants Highways weekly works programme –06/11/20
70. Email: Voluntary Impact Friday Bulletin

71. Email: Northants Highways weekly works programme –13/11/20
72. Email: Northants CALC Friday mini eUpdate - 06/11/2020 (circulated to councillors)
73. Email: Northants CALC Friday mini eUpdate - 13/11/2020 (circulated to councillors)
74. Email: Latest news from the ICO
75. Email: OPFCC Newsletter February [November] 2020
76. Email: ENC – details of flood action week 9-15<sup>th</sup> Nov
77. Email: NCC Consultation on options for the Rushmere Road Cycle Lane
78. Email: Details of “Apply for 'In This Together - Community Matters' festive fund”
79. Email: NCC Consultation - Questionnaire on proposed routes for the Farthinghoe Bypass
80. Email: NCC Consultation - Consultation on Admission Arrangements for Northamptonshire Schools for 2022 Intake
81. Email: ENC News Winner of first Nene Valley star award unveiled
82. Email: ENC News ENC approves at Priors Hall up to 1420 new home
83. Email: ENC News Planning permission granted for innovative green developments (circulated to councillors)
84. Email: ENC News - Council funding on offer to help communities during the coronavirus pandemic
85. Email: ENC News: New support for local businesses with the launch of Recovery Through Enterprise website
86. Email: National Allotment Society newsletter
87. Email: CPRE Connecting with the countryside during lockdown 2.0 (circulated to councillors)
88. Email: A45 Chowns Mill Roundabout Improvement Scheme – asphalt works
89. Email: Volunteer Update: November National Restrictions (circulated to councillors)
90. Email: COVID-19 message to town and parish councils from director of public health
91. Email: details regarding Raunds Library
92. Email: NACRE Parish Council Members - PRESS RELEASE - Village Halls Safeguarding Week
93. Email: ENC news - Help for East Northamptonshire businesses during COVID
94. Email: ENC news - Councils supporting local businesses to trade online over vital Christmas period