

# MINUTES OF STANWICK PARISH COUNCIL MEETING HELD ON

**Date:** 21<sup>st</sup> January 2021

**Venue:** Zoom

**Time:** 7.15 p.m.

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

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.

## **20.139 APOLOGIES FOR ABSENCE**

All councillors were present.

## **20.140 APPROVAL OF MINUTES**

It was proposed and

### **RESOLVED**

That the Minutes of the Council Meeting held 17<sup>th</sup> December 2020 be approved as a correct record and signed by the Chairman.

## **20.141 DECLARATION OF INTEREST**

There were no declarations made.

## **20.142 PUBLIC SPEAKING TIME**

There were no members of the public present.

## **20.143 REPORT FROM COUNTY COUNCILLOR HUGHES**

None.

## **20.144 REPORT FROM DISTRICT COUNCILLOR HOWELL**

A written report from Cllr Howell has been circulate to all councillors prior to the meeting.

ENC Councillor Howell left the meeting at 7.20 p.m.

## **20.145 FINANCIAL MATTERS**

### **a. Internal Control**

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

The budget variance report and the statement of accounts were received and the contents noted together with the quarterly budget report. It was noted that a new contract had been entered into with BT that would reduce the monthly costs and enable calls to be automatically diverted to the Clerk's mobile phone.

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

The sum of £906.81 was received from HMRC on 10<sup>th</sup> December and the claim for December totalling £987.52 was received on 12<sup>th</sup> January 2021.

#### **iii. Report in relation to PAYE**

The third quarter payment has been made to HMRC.

#### **iv. Grants received or given**

There were no grants to report since the November meeting.

#### **v. Amendments to the Asset Register**

It was not necessary to make any amendments.

#### **vi. Receive any incident reports on council owned land**

There were no reports of any incidents or accidents since the last meeting.

#### **vii. Reports from volunteer inspectors**

None.

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

It was reported that the monthly review had taken place on the 13<sup>th</sup> January and everything was found to be satisfactory.

### **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. Platinum Jubilee (2022)**

Councillor Paterson proposed to contact all and any interested parties in person to garner interest, create a Jubilee Group and to hold brainstorming sessions. It was agreed that it was not necessary to set a budget at this stage.

It was noted that there would be national and county events occurring at the same time and this should be taken into account when plans are being made.

**e. ‘Welcome to Stanwick’ sign**

Further to Minute 20.135 it was agreed that costs for a replacement sign be obtained from the manufacturer for consideration at a later meeting.

**f. SLCC 3 day virtual practitioners conference**

It was proposed and

**RESOLVED**

That the Council approves the Clerks attendance of the conference at a cost of £75.00.

**g. Quote for works at the recreation ground**

Further to Minute 20.118 h a second quote was considered. It was agreed that both providers should be asked if they can reduce the costs in light of the fact it was public money. This is to be reconsidered at a future meeting.

**20.146 PLANNING MATTERS**

**a. Planning consultations**

**20/01548/FUL Proposed Dwelling (Resubmission of 20/01147/FUL) at 1 St Laurence Way  
*amended detail***

After consideration of the planning documents and an objection received from a resident it was proposed and

**RESOLVED**

That the following response be sent to East Northamptonshire Council

That the Council recognises that the design has changed to create a two story dwelling instead of a one storey dwelling and the footprint of the proposed unit has reduced, and having considered the planning documents available, the Council objects to the proposed development and the principle of development at this location.

The issues of overlooking and over bearing will be exacerbated by the proposed two storey dwelling causing loss of amenity to properties on Rectory Close and Mansfield Street.

The design that requires the front door immediately adjacent to the pavement is out of keeping with the style of properties at this location and out of keeping with the street scene.

There is insufficient parking provision for a dwelling of this size.

Parish Council reiterates its objections for development at this location, namely the plot is too small for this type of development and represents overdevelopment of the area. It is a garden development and the resulting impact on the street scene would be out of

character for the design of the estate as a whole, contrary to the Stanwick Neighbourhood Plan.

Development of this plot would remove open space that has been designed into the estate.

Therefore the Parish Council respectfully requests that consent is refused for this proposal and refused for the principle of development on the plot.

The Parish Council is also of the opinion that this application should be considered in conjunction with application 20/01498/FUL 1 St Laurence Way as the applications have a direct impact on each other.

#### **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>
20/01362/FUL	Conversion of integral garage into reception room at 2 Adams Close
20/01216/TPO	Lime tree - lift crown, remove dead decaying limbs, remove crossing limbs at The Grange 24 Grange Road

#### **c. Neighbourhood Plan review working party meeting**

Further to Minute 20.108 it was agreed that a working party meeting will be held on 10<sup>th</sup> February at 7.15pm. The relevant documents will be recirculated to councillors ahead of the meeting.

#### **20.147 MEETING/TRAINING REPORTS FROM COUNCILLORS**

There were no reports to give.

#### **20.148 DONATION OF TREES etc BY HIGHWAYS ENGLAND'S PARTNERS**

Contractor Roocroft Road Restraint Systems agreed to fund the £1,700 for the ten new trees, including birch, beech and mountain ash, at the Raunds Road Pocket Park and for the county verge. These were planted before Christmas by the pocket park volunteers.

It was agreed that the Council should send a formal letter of thanks to Roocroft Road Restraints Systems.

#### **20.149 GREEN STRATEGY**

It was agreed that the parish could benefit from a green strategy to look at matters such as improving bio diversity, mitigation of climate change, reducing car use within the parish and that other individuals, groups and organisations may be interested providing suggestions and being involved. It was agreed that this should be opened up to residents through local publicity.

It was agreed that it would not be appropriate to combine this with the Neighbourhood Plan working group.

## **20.150 COMMUNITY SAFETY**

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

There was no report to give.

### **b. Current community safety issues**

It was noted that there had been a situation of broken glass, most likely a beer bottle, at the children's play area and Turney Landscape had been instructed to undertake an extra cleanse. (20<sup>th</sup> January 2021)

### **c. Police Liaison Representative**

It was agreed that this role would be publicly advertised in April with a view to appointing a representative at the Annual Council Meeting in May.

## **20.151 GROUNDS MAINTENANCE**

### **a. Minutes from the grounds maintenance Consortium meeting 9<sup>th</sup> December**

The Minutes were noted.

### **b. 'Urban Highway Grass mowing agreement 2021'**

It was noted that there may be a reduction to the monetary contribution from Northamptonshire County Council following the transfer to unitary councils. It was proposed and

### **RESOLVED**

That the Clerk be authorised to sign the agreement.

### **c. Determination of whether the recreation ground is fit for use in winter months**

It was agreed that the Council would continue to rely in the advice of Mr A Shand to determine whether the pitch or training area was fit for use.

### **d. Progress with 'councillor walkabout actions'**

It was noted that the slab at the East Street Triangle had been repaired. It was noted that work was not required at the Spencer Parade Garden.

It was agreed that there should be greater publicity to encourage members of the public to close the gate at the cemetery to keep rabbits out.

It was noted that work allocated to Turney Landscapes was still outstanding.

## **20.152 HIGHWAYS**

### **a. Flooding 23<sup>rd</sup> December 2020**

It was noted that on 23<sup>rd</sup> December 2020 after prolonged and excessive rain a significant portion of Chelveston Road flooded as the storm drains were overwhelmed. There had also been a report that the level of the brook was very high.

It was noted that surface water was flooding down Public Right of Way PH11 next to the field Brookview and on to The Avenue. There was concern that if the pooled water froze on the

road, it would be a significant hazard. This has previously been reported to Rights of Way and Northants Highways and has been reported via Street Doctor again (reference 2494708 22/01/2021)

**b. Planters/bollards on the pavement**

Further to Minute 20.123 Councillors Glanville-Hughes and Peck together with the Clerk met with S Barnwell of Northants Highways to discuss a request to place planters/bollards on the pavement outside the Groom@stanwick in High Street/Church Street and on Spencer Parade to prevent vehicles blocking the footway.

It was indicated by S Barnwell that the costs for bollards would be met by Northamptonshire County Council. After a discussion on the merits of bollards and planters it was proposed and

**RESOLVED**

That the Council accepts in principle the proposal to place five bollards outside the Groom@stanwick and three on the Spencer Parade/High Street bund. Adjacent business owners will be notified of proposal prior to final agreement.

The Parish Council will consider the cost of planters at a future meeting and explore the option to install planters outside of the Groom@stanwick as well.

**c. S.I.D. post on Chelveston Road**

It was noted that the post was leaning forward and unable to fulfil its function. It is thought that this is due to the effects of flooding and rabbit warrens rather than being hit by a vehicle. It was agreed that a means to correct the situation should be investigated.

**d. s278 agreement traffic calming & mini roundabout for Raunds Road as part of the Darcie Park development**

A verbal report was received regarding email communications from Northamptonshire County Council about the proposed traffic calming for Stanwick/Raunds Road that appeared to have been withdrawn. The scheme initially included four Speed Indication Devices and the proposal had been withdrawn as the ongoing ownership and responsibilities had not been determined. Northants Highways would not adopt them as they had not instigated the installation.

It was agreed that enquiries should be made to see if solar powered signs were an option for Raunds Road near the junction with Wetenhall Road.

**e. 'Think Before You Park' Scheme**

It was noted that a telephone complaint had been received from an anonymous driver on 18<sup>th</sup> December stating that the Council should not be operating the scheme in the run up to Christmas on the grounds that it should be supporting local businesses instead.

It was noted that two requests had been made to the Police for raw data on action they had taken in support of the scheme but the response was outstanding.

Following a discussion, it was proposed and

**RESOLVED**

That the Parish Council was satisfied with the operation of the scheme and that changes were not required.

**f. Gigaclear works in Stanwick**

It was noted that Gigaclear had started work in Stanwick without notifying the Parish Council. Further information had been requested but was outstanding at the time of the meeting.

**g. Path from Mansfield Street to Spencer Parade**

It was noted that tree roots originating from the Hawkes Technical site had affected the tarmac surface of the path. It was agreed that advice should be sought on how to best deal with the problem and that Hawkes Technical be informed as it is roots from trees on their site (sycamore) that had created the issue. It was noted that 'caution – uneven surface signs' had been put on the fence.

**20.153 ALLOTMENTS**

**a. Water taps**

It was noted that a tap had been leaking. The water had been turned off and a plumber instructed to source a replacement unit.

**20.154 ANNUAL PARISH MEETING & ANNUAL NEWSLETTER 2021**

In view of the ongoing corona virus pandemic and the expectation that covid restrictions would last until after Easter, it was proposed and

**RESOLVED**

That the Annual Parish Meeting will be held on Zoom and that a newsletter would not be distributed to every house. A reduced newsletter would be published on the website and on the noticeboard.

**20.155 LIST OF CORRESPONDENCE**

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

**20.156 NEXT SCHEDULED MEETING**

The next scheduled meeting will be on 18th March 2021.

Meeting closed at 9.03 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)

<b>Cheque no</b>	<b>Payee and reason</b>	<b>Amount</b>
None	None	None

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

<b>Cheque no</b>	<b>Payee and reason</b>	<b>Amount</b>
1003	East Northamptonshire Council – Cleansing services Nov 20	£13.99
1004	East Northamptonshire Council – cleansing services Dec 20	£13.99
1005	East Northamptonshire Council - grounds maintenance Dec 2020	£673.63
1006	Open Spaces Society – annual subscription (Minute 20.13)	£45.00
1007	J Hodgson – 1 month Zoom subscription	£14.39

The above payments were approved (signature line) \_\_\_\_\_ Chairman  
Date signed 21 Jan 2021

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

<b>Date</b>	<b>Method</b>	<b>Payee and reason</b>	<b>Amount</b>
30.12.20	DDM	BT Business	£50.39
03.01.21	STD	Stanwick Village Hall Trust - office costs	£218.00
09.01.21	STD	LGPS Pensions	£485.50
12.01.21	DDM	E-on – power for street lights (5)	£17.42
13.01.21	DDM	Public Works Loan Board – loan repayments	£2253.44
17.01.21	DDM	Wave – cemetery water rates	£5.00

Table 4: Money received since the last meeting:

<b>Date</b>	<b>Where the money was received from</b>	<b>Amount</b>
<b>07.01.21</b>	<b>HMRC – Vat refund</b>	<b>£987.53</b>

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

### List of correspondence received

1. Email: Northants CALC Friday mini eUpdate - 20/11/2020 (circulated to councillors)
2. Email: Northants Highways weekly works programme –20/11/20
3. Email: Voluntary Impact Friday Bulletin
4. Email: The Open Spaces Society Autumn Appeal: Saving Our Lockdown Spaces
5. Email: November member update from Open Spaces Society (circulated to councillors)
6. Email: November's news from Northamptonshire County Council (circulated to councillors)
7. Email: NACRE training opportunities (circulated to councillors)
8. Email: Voluntary Impact Friday Bulletin
9. Email: Highway news - Managing utilities and developer works - 27th November 2020 (circulated to councillors)
10. Email: CPRE Our branch strategy (circulated to councillors)
11. Email: Northants Highways weekly works programme –27/11/20
12. Email: East Northamptonshire Council's Residents' Survey 2020 (circulated to councillors)
13. Email: Northants CALC eUpdate - Nov/Dec 2020 (circulated to councillors)
14. Email: ICO newsletter - The UK has left the EU - keep data flowing at the end of transition
15. Email: Voluntary Impact Friday Bulletin
16. Email: Friday mini eUpdate - 04/12/20 (circulated to councillors)
17. Email: Highway services weekly E- Bulletin 4th December 2020 (circulated to councillors)
18. Email: Northants Highways weekly works programme –07/12/20
19. Email: Christmas catch-up with the Police, Fire and Crime Commissioner via Microsoft Teams on Monday 14 December 6pm - 7:30pm (circulated to councillors)
20. Email: N ACRE Would you like to be part of a pilot for natural capital maps (circulated to councillors)
21. Email: East Northamptonshire Parish / Town Councils - Census 2021 information for councillors (circulated to councillors)
22. Email: Important update on the statutory cap on exit payments to the LGPS
23. Email: LGPS - New exit cap process
24. Countryside Voices Autumn/winter 2020
25. ElanCity marketing material
26. Email: Northamptonshire ACRE Parish Council Members - DECEMBER EBULLETIN (circulated to councillors)
27. Email: December Funding Update from ENC
28. Email: Friday Bulletin - Festive Edition
29. Email: N ACRE annual review (circulate to councillors)
30. Email: Northants Highways weekly works programme –14/12/20
31. Email: Northants Highways - Highways Procurement – Update
32. Email: CPRE December newsletter (circulated to councillors)
33. Email: Highway services weekly E- Bulletin 11th December 2020 (circulated to councillors)
34. Email: NCALC - Friday mini eUpdate - 11/12/20 (circulated to councillors)
35. Email: Open Spaces Society - December | News | Gifts (circulated to councillors)

36. Email: N ACRE Active at Home Booklets - for residents of Northamptonshire. (circulated to councillors)
37. Email: NCALC - Friday mini eUpdate - 18/12/20 (circulated to councillors)
38. Email: NHS - Help us, help you campaign
39. Email: Northants Highways weekly works programme –21/12/20
40. Email: ENC PRESS RELEASE: The Government has announced that Northamptonshire will remain in Tier 2 of the three tier COVID-19 alert system
41. Email: Christmas message from the Northamptonshire Police, Fire and Crime Commissioner and virtual meeting dates for Q1 next year (circulated to councillors)
42. Email: OPFCC Budget consultation for next year's council tax precept (circulated to councillors)
43. Email: Season's greetings from us at CPRE (circulated to councillors)
44. Email: Highway services weekly E- Bulletin 18th December 2020 (circulated to councillors)
45. Email: Transfer of Household Waste Recycling Centre Contracts to Urbaser (circulated to councillors)
46. Email: Introduction of Civil Enforcement of Bus Lane Contraventions through the use of automatic number plate recognition (ANPR) technology
47. Email: NCALC Christmas Eve mini eUpdate - 24/12/20 (circulated to councillors)
48. Email: N ACRE Village Viewpoint winter edition (circulated to councillors)
49. Email: NACRE The Hunsbury Hill Farm - Past, Present and Future (circulated to councillors)
50. Email: CPRE Star Count, the stay at home edition (circulated to councillors)
51. Email: Highway services weekly E- Bulletin 8th January 2021 (circulated to councillors)
52. Email: Voluntary Impact Friday Bulletin
53. Email: N ACRE Village Viewpoint Winter edition (circulated to councillors)
54. Email: NCALC Friday mini eUpdate - 08/01/21(circulated to councillors)
55. Email: Northants CALC Training Newsletter (circulated to councillors)
56. Email: N ACRE press release re village halls
57. Email: Troy Planning + Design Newsletter - January 2021
58. Email: Highways England Mallocks Cotton press release (circulated to councillors)