

## Minutes of the Parish Council Meeting of Hanslope Parish Council held on Monday 12th October 2020 at 7.00pm - remotely.

(in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020).

### **Present:**

Parish Councillors: -

M Palmer (Chair)

J Cass

R Simpkins

J Gregory

G Bowyer (Ward Councillor MKC)

D Courtman

S Proctor

E Price

C Hogg

Clerk: G Merry

1 Member of the Public

### **20.094 Apologies and co-option:**

There were no apologies.

**MOTION:** To co-opt new councillor, Cate Hogg onto the parish council PROPOSED by Cllr Palmer SECONDED by Cllr Courtman and AGREED.

Cllr Hogg introduced herself and discussed her interests.

### **20.095 Declarations of Interest:** No items

### **20.096 To Approve the Minutes of the Parish Council Meetings held on 14<sup>th</sup> September 2020:**

The minutes had been previously circulated and were PROPOSED by Cllr Courtman, SECONDED by Cllr Cass, AGREED and SIGNED.

### **20.097 Public Time:**

A member of the public introduced himself and requested that the chat function on Zoom be enabled. The clerk agreed to look into this.

### **20.098 Council:**

- i. **Clerk's Report:** *Lack of progress on projects had been disappointing but the Dr's surgery surfacing is complete, along with stage 2 of the Rec. ground signage and some progress on the scout hall repairs. Hanslope Hornets' parents had been permitted to run a tuck shop on Saturdays, using the newly equipped kitchen and were very pleased. Not being able to implement many projects had resulted in underspending for the year. The external auditor had enquired about some aspects of the Accounting Statement, one of which was the level of reserves carried forward. Last year the council carried over approx. 75% of its fixed costs for the year ahead, plus a sum earmarked for projects. More than 100% of fixed costs this year should not be carried over this year, although lack of expenditure can be explained by on the pandemic and difficulty of getting projects done. The clerk enquired whether the council was happy for the cleaner to be asked to also clean the changing rooms after football, with cost passed on to the FC, and this was agreed.*
- ii. **Dedicated Email Addresses:** The clerk had circulated guidance as to the advisability of councillors using dedicated email address for parish council correspondence. Cllr Palmer felt this advisable and agreed to setting email for himself. There was general agreement and the clerk advised there was a monthly license cost for each user of the .gov account.

- iii. **Highways Updates:** Cllr Courtman reported that the Speed Indicator Device (SID) was recording increases in speeding. Although the PC lacks powers to address speeding, there was increasing concern in the village. At a recent meeting with representatives from the school expansion project, the Head teacher had offered to put pressure on Highways to make good on their promise to install a school crossing, across Long Street Road. Cllr Courtman will also be walking around with the local PCSO to log incidents of parking on the pavements.
- iv. **Bus Services and Potential Support:** MKC's financial deficit continues to be a problem and a plan to limit subsidies to some rural bus services and the implementation of a Demand-Responsive system (DRT), had been proposed. However, this had been decided by delegated decision before the parishes had been consulted, contrary to the supposed 'Working Together' ethos. It was permitted for parish council Chairs to call-in such decisions and Cllr Palmer had called it in, by the deadline of 9/10/2020. Cllr Palmer, along with the chair of Castlethorpe PC, been invited to a mediation meeting with MKC officers and members. This was discussed and concern was expressed that the rural service from Hanslope to Northampton would be lost, potentially leaving passengers to stand for up to 30 minutes, waiting for an on-demand service. Cllr Palmer agreed to keep all updated.
- v. **Update on School Land Transfers:** Cllr Proctor updated that as yet there was no undertaking from Bloors for costs. Cllr Proctor had made the point that the PC should not incur any cost and Bloor's new solicitor was in agreement, although the paperwork is awaited. Re. the land to be taken over by the PC, Cllr Proctor had made the point that MKC have their own in-house legal team and so should not incur or pass on legal costs.
- vi. **Reports from Outside Bodies:** Cllrs Courtman, Price and Palmer had attended a meeting with Carters and the primary school re. the expansion plans, and the clerk had circulated the notes. The clerk had attended the Parishes Forum for MK region and had circulated the notes. Cllrs Price, Palmer and Cass had met with the Neighbourhood Plan officer for MKC who was researching parishes with 'made' plans and what process had been undertaken. It had also been useful to receive advice re. the Hanslope NP update needed. Cllrs Palmer, Price and Courtman had conducted the clerk's appraisal in a face to face meeting and were very pleased with her performance. This had resulted in an offer to raise the clerk's pay grade up 2 points on the NALC/SLCC scale. This was discussed and agreed.

#### 20.099 Planning:

- i. **Update:** Cllr Cass reported on the following applications:
  - 20/01282/FUL - The 'Globe' application for 34 entry-level; dwellings had been **refused**.
  - 20/01914/FUL - 34 St James Close, MK19 7LF - Division to create 2 dwellings – this was not yet on the online portal which had been experiencing technical problems.
  - 20/01945/REM Land south of Cuckoo Hill Bungalow, Castlethorpe Rd - 50 dwellings - the PC has commented, and a decision is expected in November. Although this was formerly 18/01625/OUT it could now be found under the new number and was currently showing Reserved Matters details on the portal.
  - 20/01991/FUL 76 Williams Close (resubmission of 20/00742/FUL) - single storey front extension – this had been **granted**
  - 20/01693/FUL Eventing Centre, Castlethorpe Road, Outdoor menage and replacement clubhouse building – The PC had commented, and the outcome was **awaited**.
  - 20/02035/DISCON Cuckoo Hill Farm (land south of Cuckoo Hill Bungalow) - the construction management plan was **awaited**.

- ii. **Enforcement:** There had been no action from enforcement re. the signage in the Conservation Area, nor the shed which appeared to be 'change of use'. Cllrs Cass and Price would follow this up with the conservation officer.
- iii. **New Government Planning White Paper and Planning Obligations Report:** Cllr Cass advised there was now a need to formulate a response to the full White Paper with 31/10/2020 as the deadline. It was agreed Cllrs Cass, Price and Gregory would again work on a response to circulate to the council for approval.
- iv. **School Expansion Plans:** Cllr Palmer expressed concern over the impact of the green footprint. Cllr Courtman felt the Head had good ideas for the educational application of the proposed new space(s). Cllr Cass mentioned that although it was a good idea for the community value, for the pre-school to eventually be incorporated onto the campus, this would have a negative effect on the village hall's finances. Cllr Cass asked whether the PC wished to comment to the planning officer. It was agreed that all the PC could comment on was concern that trees and hedgerows are replaced post-build.

**20.100: Finance:**

- i. **Reconciliations and Financial Situation Report:** Reconciliation checks had been carried out by Cllr Price and the 3 accounts balanced. The clerk circulated accounts to Sept 30th, and these showed receipts to-date of £140,212 (104% of budget). Payments were £58,500 (46% of budget). The clerk stated that MKC would be invoiced for reimbursement of the car park surfacing invoice.
- ii. **Reserves, expenditure and planning ahead:** The clerk had updated and circulated ideas for allocation of earmarked reserves to various projects and these were broadly agreed. The clerk explained the amount of reserves carried over will affect the budget needed for next year and therefore the level of precept.
- iii. **Budget and Precept Timeframe:** She clarified that the council should over the next 2 months, agree its programme for the year ahead, which informs the budget – due by December. This then informs the level of the precept which is due by January 2021. She explained that the requested precept is divided by the number of homes in the village (average band D) but the precept must be based on the budget identified. MKC would soon be advising the tax base for the year ahead (number of tax paying homes in the parish).
- iv. **Approval of Payments:** The clerk had circulated the list of payments to be agreed (below) and these were reviewed. It was agreed to discuss the grant application received at this point in the agenda. This was discussed and agreed.

Date	Invoice from	For	Net	Vat	Total
28/06/2020	RBS Software LTD	Annual Software support and prep of final accounts	£ 124.00	£ 24.80	£ 148.80
24/09/2020	Lotte Landscapes	Rec - Ground Maintenance	£ 788.33	£ 157.67	£ 946.00
24/09/2020	Tara Davies	Pavilion Cleaning	£ 60.00		£ 60.00
30/09/2020	John Sharpe	Caretaking - Sept	£ 355.00		£ 355.00
30/09/2020	Barbara Osborne Business Services	July-Sept Payroll	£ 81.00		£ 81.00
30/09/2020	RTM Landscapes	Landscaping - Sept	£ 979.17	£ 195.83	£ 1,175.00
01/10/2020	Marcus Young Environmental	Bins and Dog Bins Sept	£ 484.50	£ 96.90	£ 581.40
06/10/2020	DJT Surfacing	Drs Surgery car park	£ 6,380.79	£ 1,276.16	£ 7,656.95

11/09/2020	G Merry	Expenses reimbursement			£ 91.98
<b>GRANT APPLICATION:</b>					
07/10/2020	D Kent	Santa Run 2020 - sweets etc	£ 300.00		£ 300.00
<b>PAID</b>					
28/09/2020	G Merry	Sept Salary			
28/08/2020	HMRC	Sept Tax and NI			
28/08/2020	Bucks CC	LGPS - Sept pension contribution			
10/08/2020	Zoom Communications	Monthly fee			£ 14.39
09/10/2020	EON	Sept - scout hall - gas (est)	£ 42.14	£ 2.11	£ 44.25
09/10/2020	EON	Sept - scout hall - Elec (est)	£ 28.27	£ 1.41	£ 29.68

**MOTION:** to agree the payments for Aug/Sept 2020 as above, PROPOSED by Cllr Cass SECONDED by Cllr Price and AGREED.

#### 20.101 Recreation Ground and Village Projects:

- i **Security Service and CCTV Update:** The security service had not picked up any security issues over the 4-week trial and it was discussed and agreed not to contract this service at this time. The clerk is in the process of obtaining quotes to upgrade the current CCTV system. Pursuing quotes for the automated bollards option was discussed and agreed. This would be discussed further at the November meeting.
- ii **New Signage - Update:** Phase 2 was complete, with 'welcome' signs at each entrance to the park. Further individual signs would be installed. Re. the new Pavilion signs, Cllr Palmer outlined the history of the late Cllr Jeanette Green's work to secure S106 money for the 2018 refurbishment on the Pavilion. It was acknowledged that without her work this funding may have been lost and the decision was taken by the whole parish council at that time, to rename the building after her. It was also advised that former Cllr Richard Green had project-managed the refurbishment for no remuneration. The placement of the sign was discussed and the fact that it the building it is currently on, is not the pavilion. The clerk felt it would be simple to relocate it and put a new sign on the former scout hall. She asked that Cllrs visit the site and send feedback over the coming weeks and this agreed.
- iii **Scout Hall:** The scout hall has now been transferred to the PC with the intention of renovating it and hiring it out for general community use, as well as for scouts, guides, etc. Due to COVID, this is unlikely to happen much before Spring 2021. Cllr Palmer had met with 2 gas and heating engineers, with a view to replacing the current inefficient heating system, with a new boiler and radiator system. A 3<sup>rd</sup> quote would be sought, and these were anticipated by November. (Cllr Bowyer left at 20.30)
- iv **Groundwork Needed to Football Pitch:** Cllr Gregory advised that the goal mouth was very worn down and the pitch would be temporarily moved to allow recovery. The longer-term aim was to improve the drainage and install soakaway(s). The FC had been asked to obtain quotes for this, but the work could not take place until after the football season ended. It was agreed the timing of any work was also dependent on the installation of the new MUGA. Concern was expressed over the lack of contact on this from MKC. Cllr Price offered to speak to Ward Cllr Geary with aim of progressing this project.

- v **Long St/Gold Street Sign:** The price for installation had been agreed with the contractor but was delayed by staff leave. A meeting needed to be arranged with the Highway's officer to agree the correct location for installation.
- vi **Weeds in the Village:** Treatments had been suspended during the pandemic but there had been a proliferation of weeds in pavements etc over the summer and complaints had been received. It was discussed and agreed to contact the regular contractor with a view to delivering a treatment, although it may be too late in the year now. Cllr Simpkins agreed to follow this up.
- vii **Harkness Court Pond - update:** The MKC Ecology officer had advised that it was in order for the pond to be dry in the summer. It is now filling again, and Cllr Simpkins is conducting a six month survey. The site is also getting 3 annual maintenance visits. Cllr Hogg agreed to start a log of the flora and fauna at the site.
- viii **Williams Close Hedge:** Cllr Palmer had been invited to discuss this matter by a resident of the 'Wheatfields' site, backing onto the area adjacent to the hedge. The homeowners in this area are not in agreement with a full reduction of the hedge, which also borders a pleasing green space. Cllr Palmer had met with a contractor to discuss other options and suggested cutting only the section behind the Williams Close bungalows. The back could be trimmed once the building work was completed and it was agreed the PC would meet the cost of this. The front sections would need to be accessed individually, through the bungalows. Although this was agreed, the viability of this would need further investigation. Cllr Cass reported there had been no further incidents of rats in the past month.
- ix **White Gates:** A working party was needed as dimensions at all entry points were different. Cllrs Proctor, Palmer, Simpkins and Hogg volunteered. Cllr Courtman advised a joiner would be needed to make the gates. The clerk was asked to find out any restrictions from Highways e.g. distance from the 30mph signs. It was agreed their effect on traffic calming may be minimal, but it would be worth exploring.  
(Cllr Bowyer re-joined the meeting at 21.00)
- x **Christmas Lights:** Cllr Palmer had discussed with a local contractor what would be required, and this included moving one junction box and installing another. Quotes would be needed for this work. A group of residents had volunteered to help with installation. However, the clerk warned that this would not meet risk and insurance stipulations. If a contractor wished to use volunteers, that would be a decision for him, but he would need the correct accreditation, risk assessments and insurance in place. Cllr Bowyer stated that Ward funding could potentially be offered to cover the electrical work. It was agreed the village would also be encouraged via social media etc. to all put lights and lanterns in their front windows.
- xi **Grants:** A grant application had been received from the group organising the Santa Run, to help pay for the chocolates.  
**MOTION:** To approve the application for £300 PROPOSED by Cllr Palmer SECONDED by Cllr Price and AGREED.

**20.102 S106 Projects**

- i. **Update from MKC on Funding:** No update.
- ii. **Project Updates:** The surgery car park resurfacing was complete and had been signed off.

**20.103 Allotments**

- i. **Update:** No update.
- ii. **Maintenance Requirements:** Cllr Simpkins is working on the best way to address this.

**20.104 Date of Next Meeting: Monday 9th November 2020 at 7pm, via Zoom**

Signed ..... Date .....