

WEST HADDON PARISH COUNCIL

CLERK: Mrs Gill Wells

Email: westhaddonpc@gmail.com



FULL COUNCIL MEETING		West Haddon Parish Council
Date: 5th November 2019	Time: 7.30pm	Venue: West Haddon Baptist Chapel
Attendees: Cllr S Kerr (Chair) Cllr P Norman (Vice Chair) Cllr P Baldwin Cllr S Tringham Cllr I Robertson Cllr A Stephens Cllr S Leadbeater Cllr A Dawson Cllr J Heaton Cllr D Spencer	Apologies - none	Executive Officer

Item No.	OPENING PROCEDURES
19/227	REPORTS FROM POLICE, DDC & NCC REPRESENTATIVES – There were no representatives present.
19/228	PUBLIC SESSION – A member of the public attended prior to the commencement of the meeting but had to depart prior to 7.30pm – they offered thanks to the Parish Council for the Bonfire Event 2 nd November 2019.
19/229	APOLOGIES – There were no apologies to receive.
19/230	DECLARATION OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012 – There were no interests declared.
19/231	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk – There were no requests for dispensation.
19/232	MOTION TO RECEIVE AND APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING – 1 st October 2019. Motion Agreed:- It was resolved that the minutes of the meeting 1 st October be declared an accurate reflection of that meeting and they were signed by Cllr Norman (Vice Chair) in Cllr Kerr's absence.
19/233	MATTERS ARISING – <ul style="list-style-type: none"> • Cllr Tringham reported back that the PCC had considered the planting of a live Christmas Tree in the Churchyard and it was unlikely given the requirements from the diocese & the impact of roots on nearby graves. • Cllr Tringham reported that the Parish Council wreath for the memorial service 10th November 2019 had been received and was in the church in preparation for the service.
Item No.	GOVERNANCE MATTERS
19/234	TERMS OF REFERENCE – Motion Agreed:- It was resolved that the following Terms of Reference be approved. <ul style="list-style-type: none"> • Finance & Human Resources; • Communications & Events Committee; • Planning, Neighbourhood Development and Highways Committee; • Assets & Facilities Management Committee.
19/235	CLUSTER MEETING – Members received the minutes of the recent cluster meeting hosted by Crick Parish and, whilst it was noted that attendance had not been great the meeting had been positive. It was reported

	that other Clerks were concerned about taking on the administration required with hosting the meetings due to the lack of time in their schedules, but it was generally considered that if this were the case West Haddon would assist and support.
19/236	FINANCIAL REGULATIONS – Motion Agreed:- It was resolved that the revised financial regulations be approved and adopted by the Council.
19/237	LOCAL REORGANISATION NORTHAMPTONSHIRE – Whilst the order for the proposed creation of unitary councils in Northamptonshire had been served in parliament the debate and signing of the order had not concluded prior to the suspension of parliament for the forthcoming elections December 12 th 2019.
19/238	BURIALS MANAGER – Motion Agreed:- It was resolved that Mr Sandy Tringham be appointed as the Burials Manager on behalf of the Council and would continue to invoice the Council £50 per burial for this service.
19/239	ELECTIONS MAY 2020 – Councillors were asked to declare whether they were proposing to stand in the elections May 2020 and, although advised by the Executive Officer that it was not a legal requirement to state their intentions, it would assist with preparations and campaigning with regard recruitment of new Cllrs. One Councillor declared they would not be re-standing and another advised they would be unlikely to re-stand. 80% of Cllrs advised they intended to stand.
Item No.	PLANNING, NEIGHBOURHOOD DEVELOPMENT & HIGHWAYS – Plans can be viewed on the website - www.daventrydc.gov.uk/vds
19/240	TO RECEIVE THE MINUTES FROM THE PLANNING, NEIGHBOURHOOD DEVELOPMENT AND HIGHWAYS COMMITTEE – Received.
19/241	PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION – Motion Agreed:- It was resolved <ul style="list-style-type: none"> • DA/2019/0894 Land adjacent 25 Morrison Park Road – work to tree subject to TPO DA 257 – that there were no observations to forward and the Council supported the application; • DA/2019/0879 64 Guilsborough Road – retrospective planning application for the retention of a 2 storey flat roofed side / rear extension – that there were no observations to forward.
19/242	FLOODING WEST END – Motion Agreed:- It was resolved that the Executive Officer would raise a complaint with the water authority, Anglian Water, for failing to respond to previous emails where concerns had been raised. Further, that the resident affected mostly by flooding would be asked to formally write to the Parish Council asking for its support in the matter. Cllr Robertson would also carry out an informal investigation and report back to the Council his findings on what and where the problem appeared to stem.
19/243	PERSIMMON HOMES – LAND TRANSFER – Motion Agreed:- It was resolved that the Council would accept the transfer of green space in the development area known as Morrison Park Road subject to the agreed works being completed satisfactorily on trees and hedgerows, including assurances that works to a tree with a TPO being carried out by Persimmon Homes, at their expense and according to planning requirements / legislation. Further, that the area of land would be transferred complete with 2 x salt bins, existing fencing, and noticeboard in situation. The Council would instruct Rollasons to act on their behalf and would ask Persimmon Homes if they would contribute towards the Councils legal costs.
19/244	STREET LIGHT ADOPTION – Motion Agreed:- It was resolved that, as the lights on the Davidsons Development were reportedly LED, the Council would accept the transfer of the 22 lights on the development given testing had been carried out and certificates forwarded at the request of the Executive Officer.
19/245	ALMSHOUSE DEVELOPMENT – Motion Agreed:- It was resolved that the Parish Council supported the proposed Alms house development.
19/246	GRIT / SALT BINS WEST HADDON – Motion Agreed:- It was resolved that the Council would purchase 2 additional salt bins following receipt of permission from NCC Highways for their installation at the corner of Elizabeth Road / Guilsborough Road and at the end of Atterbury Close. Further, that plaques would be purchased and attached to all salt bins under the remit of the Parish Council. The Emo would be asked to regularly check on the bins and organise filling as and when required.
19/247	ROUNABOUT ADOPTION AND ASSOCIATED WORKS – Motion Agreed:- It was resolved that the Executive Officer would forward details of the EMOs spraying qualifications & the Councils public and employer liability insurance details to NCC Highways and advise that it is the intention of the Parish Council to instruct

	their employee to carry out the necessary works to improve the appearance of the roundabouts along the A428 at the entrances to the village.
19/248	PARKING ENFORCEMENT – Motion Agreed:- It was resolved that the Council would not pursue this matter further.
Item No.	<u>FINANCE & HUMAN RESOURCES</u>
19/249	TO RECEIVE THE MINUTES FROM THE FINANCE & HUMAN RESOURCES COMMITTEE – Received.
19/250	BANK RECONCILIATION & FINANCE REVIEW – Received. It was noted that the latest Natwest Bank statement had not been received.
01/10/2019	Current
Current A/C	£103,133.50
Reserve A/C	£8,374.26
Unity A/C	£20,474.51
Still to be banked	£0.00
01/10/2019	£130,991.20
19/251	INVOICES FOR PAYMENT – Motion Agreed:- It was resolved that the list of invoices for payment be approved.
19/252	BUDGET REVIEW AND HALF YEARLY VIREMENT PROPOSALS – Motion Agreed:- It was resolved that the quote provided by Sovereign for the provision and installation of outdoor gym equipment, including the surfacing, be approved and that the additional expenditure not allowed for in the approved ‘outdoor gym’ budget heading be taken from general reserves. It was resolved that the additional expenditure not allowed for in the approved ‘website’ budget heading be taken from general reserves.
19/253	ASSET REGISTER – Motion Agreed:- It was resolved to delay accepting the asset register whilst other items were added to the list. The register would be represented to Council for approval.
19/254	INTERNAL CONTROL – Members were advised that the internal control checks had taken place Tuesday 5 th November 2019 and that there were no issues to report.
19/255	BUDGET ITEMS FOR CONSIDERATION – Cllr Baldwin suggested the inclusion of plaques for trees with special significance in the community be included in the budget. Councillors were asked to forward suggestions to the Executive Officer for consideration in the forthcoming budget discussions.
19/256	BRITISH LEGION DONATION – Motion Agreed:- It was resolved that a donation of £250 be made to the Royal British Legion. Cllr Tringham and Mr Tringham were thanked for organising the wreath and the donation.
Item No.	<u>COMMUNICATION & EVENTS</u>
19/257	TO RECEIVE MINUTES FROM THE COMMUNICATION & EVENTS COMMITTEE – Received. The Council asked for thanks to be forwarded to the new Editor for her first publication, November 2019. Moreover, it was commented on that the advert for the school hall hire was commercial and if not paid for should be removed forthwith.
19/258	VE DAY COMMEMORATION EVENT MAY 2020 – Motion Agreed:- It was resolved that the Council supported lighting the beacon for the event and would consider other ideas for the marking of the occasion.
19/259	BONFIRE NIGHT 2019 – Councillors were thanked for their support with the Bonfire Night and an article would be placed in the next edition of the newsletter thanking all of those involved in delivering a successful event. Motion Agreed:- It was resolved that the event would be held on 7 th November 2020 and that 1 st Galaxy would be booked for this event. Further, that the Executive Officer would enquire if 1 st galaxy would consider agreeing to a price agreement over a period of 3 – 5 years if the event was pre-booked.
Item No.	<u>FACILITIES & ASSET MANAGEMENT</u>
19/260	TO RECEIVE MINUTES FROM THE FACILITIES & ASSET MANAGEMENT COMMITTEE – Received.
19/261	PAVILION DEVELOPMENT – Motion Agreed:- It was resolved that this would be discussed informally initially at a meeting of the Facilities and Asset Management Committee 11 th November 2019. Members were reminded that no decisions could be made at such a meeting.

19/262	SPORTS CLUB LICENCES FOR USE OF SPORTS FIELDS AND PAVILION – Motion Agreed:- It was resolved that this would be discussed informally, initially, at a meeting of the Facilities and Asset Management Committee 11 th November 2019. Members were reminded that no decisions could be made at such a meeting.
19/263	GRASS CUTTING TENDERS – The Executive Officer updated Members on the progress of the grass cutting tenders for the village and the issues arising with regard the playing field grass tenders.
Item No.	<u>SPECIFIC AGENDA ITEMS / CONSULTATIONS FOR DISCUSSION AND CONSIDERATION</u>
19/264	TRAINING REQUIREMENTS – Members expressed an interest in receiving planning training. The Executive Officer would make enquiries with NCALC about holding the training in West Haddon and surrounding parishes would be invited to attend, and share the costs.
19/265	NEIGHBOURHOOD WATCH SCHEME – Motion Agreed:- It was resolved that the Executive Officer would invite a representative from the HQ of the NHWS to attend a public meeting.
19/266	GOOD NEIGHBOURS SCHEME – Motion Agreed:- It was resolved that the scheme would be advertised in the newsletter and that the Council would facilitate a public meeting with the notion of progressing the scheme in the community.
Item No.	<u>CLOSING PROCEDURES</u>
19/267	EVENTS– Members were notified of events. <ul style="list-style-type: none"> • Climate Control Meeting DDC 11th November 2019.
19/268	NEWSLETTER – Motion Agreed:- The following items would be included in the next edition of the newsletter:- Good Neighbour Scheme; Climate Control; Project update; EMO report. Further, the Editor would be asked if they were able to accommodate a January edition of the newsletter if the deadline for copy were to be earlier and the distribution pushed into the first week of January 2020.
19/269	ITEMS FOR THE NEXT FULL COUNCIL MEETING – Budget; Sports club licences.
18/270	DATES OF NEXT MEETINGS:- N.B. Dates will be confirmed once agendas are issued dependent on meeting venue hire. <ul style="list-style-type: none"> • Assets & Facilities Management (informal members meeting) – 11th November 2019 • Finance & Human Resources Committee – 18th November 2019 • Assets & Facilities Management Committee (informal meeting with clubs) – 25th November 2019 • Full Council – 3rd December 2019 • Communications & Events Committee – 4th December 2019 • Finance & Human Resources Committee – 9th December 2019