

# WEST HADDON PARISH COUNCIL

EXECUTIVE OFFICER: Mrs Gill Wells

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<b>Full Council</b>	<b>Tuesday 3<sup>rd</sup> December 2019 7.30pm</b> <b>West Haddon Baptist Chapel Meeting Room</b>
<b>Present:-</b> Cllrs Kerr (Chair) Cllr P Norman (Vice Chair) Cllr P Baldwin Cllr I Robertson Cllr D Spencer Cllr J Heaton Cllr A Stephens Cllr S Leadbeater 4 Members of the Public G Wells – Executive Officer	<b>Apologies Received:-</b> Cllr A Dawson Cllr S Tringham
<b>Item No.</b>	<b>OPENING PROCEDURES</b>
19/271	REPORTS FROM POLICE, DDC & NCC REPRESENTATIVES IN VERBAL OR WRITTEN FORMAT – There were no reports received to report.
19/272	PUBLIC SESSION:- <ul style="list-style-type: none"> <li>Concern was raised about the recent levelling works on the football field which had rendered the access from the footpath onto the football field extremely dangerous due to the slope and the slipperiness. The resident was advised that, upon request as to what action the football club were considering to improve this situation, the club had taken it upon themselves to create another opening in the hedgerow to allow access – this was carried out without the permission of the Council, the landowner. The resident's concerns were recognised and shared by the Council.</li> </ul>
19/273	APOLOGIES – Motion Agreed:- It was resolved that apologies and reasons for absence from Cllrs Tringham, Dawson, and Cllr Leadbeaters apologies pertaining to his late arrival, be approved.
19/274	DECLARATION OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012 – There were no declarations of interest.
19/275	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. There were no requests for dispensation.
19/276	MOTION TO RECEIVE AND APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING – 5 <sup>th</sup> November 2019. Motion Agreed:- It was resolved that the minutes of the meeting 5 <sup>th</sup> November 2019 be approved.
19/277	MATTERS ARISING – There were no matters arising to report.
<b>Item No.</b>	<b>GOVERNANCE MATTERS</b>
	Motion Agreed:- It was resolved that items 19/287 & 19/289 be received next due to the presence of a Member of the Publics whose input was required with both items.
19/287	ALMSHOUSE DEVELOPMENT:- The Council received a report from Mr Charles Porter, representing the Almshouse Charity, and members were updated on the current status regarding the proposed development of the new Almshouses – the charity was having to modernise in order to widen its objectives and a scheme would need to be put in place in order that the procedures could be approved by the Charity Commission. The charity would then need to register as a social housing provider before it could apply for grant monies towards the proposed build costs. The pre planning application was currently with the planning authority and it was hoped that outline planning could soon be shared with the Council et al. It was hoped that the new housing would be more useable and the existing stock, which was considered to be of historical importance to the village, would be made available to a wider section of the community.
19/289	GLEBE FIELD – Mr Porter was invited to advise the Council the current status of the Glebe Field and proposals for its future use which would / could benefit the community. The Glebe Field was owned by the Diocese and was currently let and used by a resident for grazing their sheep. Whilst it was unlikely that the Diocese would be willing to sell the land, which was designated as Protected Green Space, in the event that the current tenant

	<p>was to give up their lease it was suggested that the Parish Council may wish to consider taking over the land and consider its future use. Examples of use were discussed including the possibility of creating and providing more allotments. The field already has a water supply.</p> <p>Motion Agreed:- It was resolved that the Council were, in principle, interested in investigating leasing the land and would consider its usage and how it could benefit the community before committing further.</p>
19/278	ELECTIONS 2020 UPDATE – Members were advised that whilst the Structural Change Order for Northamptonshire had still not been approved, it was suggested that a number of Councils, including West Haddon Parish Council, would not have elections in May 2020 but rather May 2025.
19/279	CLUSTER MEETING – Members were advised that West Haddon Parish Council would host the next meeting and items for the agenda were as follows:- Flooding; CPR Training; Tree Planting; Councillor Training; Policing and gully / street cleansing.
19/280	GRIEVANCE & DISCIPLINARY PROCEDURES AND POLICY – Motion Agreed – It was resolved that members had received and understood the legal topic note in which advice was given regarding the requirement to have and refer to grievance and disciplinary procedures as necessary. The Council acknowledged the Councils grievance and disciplinary policies.
Cllr Leadbeater arrived.	
19/281	LOCAL REORGANISATION NORTHAMPTONSHIRE – There was no update to receive due to the forthcoming general election.
19/282	LEGAL REPRESENTATION – Motion Agreed:- It was resolved that the Council would use the NCALC recommended legal adviser for forthcoming legal advice – Wellers Law Group.
<b>Item No.</b>	<b>PLANNING, NEIGHBOURHOOD DEVELOPMENT &amp; HIGHWAYS</b> – Plans can be viewed on the website - <a href="http://www.daventrydc.gov.uk/vds">www.daventrydc.gov.uk/vds</a>
19/283	<p>PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION:- Cllr Robertson declared an interest in the following planning applications.</p> <ul style="list-style-type: none"> <li>• DA/2019/0851 – The Old Mews, Crown Lane, West Haddon – Retrospective application for retention of converted residential unit (Mews 2) and proposed conversion of Mews 1 to residential usage to include construction of new gates and wall to Crown Lane. Motion Agreed:- It was resolved that there were no observations to forward.</li> <li>• DA/2019/0852 – The Old Mews, Crown Lane, West Haddon – Listed Buildings Consent for DA/2019/0851. Motion Agreed:- It was resolved that there were no observations to forward.</li> </ul>
19/284	FLOODING WEST END – Motion Agreed:- It was resolved that the concerns raised by residents at the open public meeting prior to the Full Council meeting would be forwarded to the Emergency Flooding Department at Northamptonshire County Council and escalated at Anglian Water who thus far had failed to respond to the Parish Council. The on-going case / issues remain unresolved and for efficiency sake it was proposed the authorities be asked to consider the 2 areas, that being Station Road and West End, drainage systems together. In the event no response was received form Anglian Water the Parish Council would have no option but to escalate the matter to the ombudsman.
19/285	PERSIMMON HOMES – LAND TRANSFER – Members were advised that Rollasons had been instructed with regard the works required regarding the land transfer but that the Executive Officer and Chair would need to forward ID to progress the matter further.
19/286	STREET LIGHT SURVEY – Motion Agreed:- It was resolved that a street light survey on all street lanterns in the parish be commissioned to Eon street maintenance team at a cost of £750.00.
19/287	ALMSHOUSE DEVELOPMENT – See above.
19/288	DDC HOMELESSNESS & ROUGH SLEEPING STRATEGY CONSULTATION – Motion Agreed:- It was resolved that the Executive Officer would respond on behalf of the Council.
19/289	GLEBE FIELD – See above.
19/290	ROUNABOUT ADOPTION AND ASSOCIATED WORKS – Members received an update from the Executive Officer regarding the frustrations in relation to the maintenance / lack of maintenance on the roundabouts along the A428 at the 3 entrances to the village, and concluded that the Council would engage with the new groundsman contractors engaged by the highway authority, when in place.
19/291	GUILSBOROUGH ROAD – PARTIAL CLOSURE 6 <sup>TH</sup> JANUARY 2020 – notification only.
19/292	VAS SIGN UPDATES – Members were advised that the Executive Officer was chasing up the Highway Authority with regard the permissions sign off & the installation of posts (paid for).

19/293	JUNCTION 18 LIAISON MEETING 11 <sup>TH</sup> DECEMBER 2019 – Cllrs Baldwin and Robertson would represent the Council at this meeting and would discuss bus shelter provision and PCSO sharing with Crick and Dirft.
19/294	TREE PLANTING – Motion Agreed:- It was resolved that the Executive Officer would apply for free trees from the Woodland Trust and planting areas identified to date included the area of land on Morrison Park Road as well as the edge of the playing field which abutted the rear of properties in Nursery Close.
19/295	LAND QUERY – ADJACENT TO NURSERY CLOSE / MOWER SHOP – Motion Agreed:- It was resolved that, in principle, the Council were interested in taking over this land if it was to be donated for free and, given its limited usage for development due to the siting of a badger sett, it was suggested that the area may be suitable for the creation of a woodland area.
19/296	POWER FOR PEOPLE.ORG.UK CAMPAIGN – Motion Agreed:- It was resolved that the Council supported the campaign.
19/297	BUS SHELTER UPDATE – Motion Agreed:- It was resolved that the anticipated invoice for the purchase and installation of 2 bus shelters would be paid in between meetings when received as it was within the approved budget.
<b>Item No.</b>	<b><u>FINANCE &amp; HUMAN RESOURCES</u></b>
19/298	TO RECEIVE THE MINUTES FROM THE FINANCE & HUMAN RESOURCES COMMITTEE – Received.
19/299	BANK RECONCILIATION & FINANCE REVIEW:- <ul style="list-style-type: none"> <li>Members received the latest detailed bank reconciliation &amp; finance review (Budget versus expenditure) which were approved and signed by the Chair of the Council in accordance with the Councils internal control policy and procedure. Summary below.</li> </ul>
<b>31/10/2019</b>	<b>Current</b>
Current A/C	£91,591.31
Reserve A/C	£8,374.26
Unity A/C	£21,049.36
Still to be banked	£12,086.21
Unpresented Cheques	-£525.80
<b>31/10/2019</b>	<b>£132,575.34</b>
19/300	INVOICES FOR PAYMENT – Motion Agreed:- It was resolved that the invoices listed for payment be approved.
19/301	BUDGET 2020-2021 – Motion Agreed:- It was resolved that the budget 2020 – 2021, subject to the addition of £4,000 being added for ‘safer routes to schools’, be approved. See website for details.
19/302	PRECEPT 2020-2021 – Motion Agreed:- It was resolved that the precept for the period 2020-2021 be set at £150,508.52.
19/303	ASSET REGISTER – Motion Agreed:- It was resolved that the updated asset register be approved. See website for details.
19/304	NCC DRAFT BUDGET CONSULTATION – Motion Agreed:- It was resolved that the Council had no comment to forward with regard this matter.
19/305	TENNIS CLUB GRANT REQUEST – Motion Agreed:- It was resolved that the Executive Officer be asked to respond to the applicants and ask if they had sought funding from alternative sources as well as advising that the maximum grant was £500 or 50% of the total cost, whichever was the higher amount. It was considered that the cost of the container was high.
19/306	MOTION – In accordance to the Admissions to meetings Act 1960 Members of the Public and Press are invited to leave the room during discussion of the following items 19/307 & 19/308. There were no members’ of the public present at this point in the meeting.
19/307	ENVIRONMENTAL MAINTENANCE OPERATIVE REVIEW – Motion Agreed:- It was resolved that the probation period for the Environmental Maintenance Operative had concluded satisfactorily.
19/308	NEWSLETTER EDITOR REVIEW – Motion Agreed:- It was resolved that the Council were extremely pleased with the role of the Newsletter Editor and supported the latest version of the publication and the printing style.
<b>Item No.</b>	<b><u>COMMUNICATION &amp; EVENTS</u></b>
19/309	CHRISTMAS LIGHTS / TREE – Motion Agreed:- It was resolved that there was no requirement for a second tree in the churchyard and that this proposal was not supported.
19/310	VE DAY COMMEMORATION EVENT MAY 2020 – Motion Agreed:- It was resolved that the Council supported the event and that the matter be referred to the Communication and Events Committee for further investigation.

19/311	BONFIRE NIGHT EVENT – Motion Agreed:- It was resolved that the Council supported the bonfire night event and the 3 year proposal with 1 <sup>st</sup> Galaxy Fireworks, as well the fixed costs.
19/312	PARISH COUNCIL SURGERIES – Motion Agreed:- It was resolved that the next Parish Council surgery would be in January 2019 and that a programme of events would be considered by the Communications and Events Committee.
<b>Item No.</b>	<b><u>FACILITIES &amp; ASSET MANAGEMENT</u></b>
19/313	TO RECEIVE A VERBAL REPORT FROM THE FACILITIES & ASSET MANAGEMENT COMMITTEE – Motion Agreed:- It was resolved that the junior football club be advised that the Council was dissatisfied with their approach to unresolved issues following the levelling of the sports pitch which had rendered the access to the playing fields dangerous. Moreover, that the remedial works carried out without the Councils approval would need to be made good by the Junior football club but that those works would be specified by the Council. The S106 footpath enhancement monies would be spent on road chippings on the existing footpath and a new gate would be put across the newly created entrance. The junior football club would be asked to put together an action plan and timeframe and seal off the previous entranceway so as to remove risk for the general public.
19/314	PAVILION DEVELOPMENT – Motion Agreed:- It was resolved that the architect be invited to attend the Finance & Human Resources Committee 10 <sup>th</sup> December 2019.
19/315	SPORTS CLUB LICENCES FOR USE OF SPORTS FIELDS AND PAVILION – Motion Agreed:- It was resolved that the sporting clubs licence issues and intent for use of sports pitches and the pavilion be approved in principle by the Council for inclusion in the final legal document. Cllr Leadbeater was thanked for leading on this matter.
19/316	GRASS CUTTING TENDERS – Motion Agreed:- It was resolved that the grass cutting tenders received be considered by the Finance & Human Resources Committee 10 <sup>th</sup> December 2019.
<b>Item No.</b>	<b><u>SPECIFIC AGENDA ITEMS / CONSULTATIONS / TRAINING FOR DISCUSSION AND CONSIDERATION</u></b>
19/317	SLCC CONFERENCE – Motion Agreed:- It was resolved that the Executive Officer attend the event and that as this was considered part of their CPD there was no requirement to ask approval from the Council for attendance at such events in future.
19/318	CONSULTATION ON PROPOSED SCHOOL ADMISSIONS ARRANGEMENTS FOR SEPTEMBER 2021 Motion Agreed:- It was resolved that Councillors would respond to the consultation as individuals.
19/319	PARISH COUNCILS - ARMED FORCES COVENANT – Motion Agreed:- It was resolved that the Council would sign up to the Covenant.
19/320	DAVENTRY & DISTRICT CITIZENS ADVICE EMPOWERED FOR LIFE PROJECT – Motion Agreed:- It was resolved that the matter would be referred to the Communications and Events Committee.
19/321	ROUGH SLEEPERS ESTIMATE – Motion Agreed:- It was resolved that the Council were aware of 1 vagrant who had, for many years, been observed in the parish.
<b>Item No.</b>	<b><u>CLOSING PROCEDURES</u></b>
19/322	EVENTS – There were no events to report.
19/323	NEWSLETTER – Motion Agreed:- It was resolved that content for the newsletter be referred to the Communications and Events Committee.
19/324	ITEMS FOR THE NEXT FULL COUNCIL MEETING – Members were asked to notify the Executive Officer of items they wished to be included on the next agenda.
18/325	DATES OF NEXT MEETINGS:- N.B. Dates will be confirmed once agendas are issued and are dependent on meeting venue hire. <ul style="list-style-type: none"> <li>• Communications &amp; Events Committee – 4<sup>th</sup> December 2019</li> <li>• Finance &amp; Human Resources Committee – 10<sup>th</sup> December 2019</li> <li>• Staff Appraisal – 30<sup>th</sup> December 2019</li> </ul>