

MINUTES of the meeting of HARPOLE PARISH COUNCIL held on September 12th 2016
at the Old School Hall, School Lane, Harpole at 7.30 pm.

PRESENT:

| | | | | |
|----------------------------|----------------|-------------------------|-----------------|-----------------|
| Mrs M Jones (in the chair) | Mr B Briscoe | Mr J Calderwood | Mr S Drinkwater | Miss S Eason |
| Mr B Gibbins | Mrs R Gibbins | Mr. B. Justice | Mr P Marlow | Mrs S. Roberts |
| Mr D Starmer | Mr C Wilkinson | 2 members of the Public | | Clerk, G Ravine |

1 **APOLOGIES FOR ABSENCE.** M Marketis. Apologies accepted by Council. Cllrs Addison and Cooper SNC. Cllr J Kirkbride NCC

2 **DECLARATIONS OF INTEREST.** RG re allotments. DS re allotments. JC Churchyard, Charities, HAT. DS re PFA, J16. SE HAT, Harpole Charities, School. J16. SD and JC re planning at Upper High St. DS re green wedges in the Neighbourhood Plan. RG re payments.

3 **REGISTER OF INTERESTS UPDATE.**

4 **PUBLIC DISCUSSION.** None.

5 **APPROVAL OF MINUTES** of the meeting of Aug 8th 2016, and EGM of Aug 17th **Resolved.** With the exception of 2 minor spelling changes, the minutes were accepted as a true record and were signed by the Chair.

6 **MATTERS ARISING FROM THE MINUTES.** The complaint about the Country Park planning application had not been pursued, after MJ and CW had decided it would serve no useful purpose.

7 **REPORTS FROM COMMITTEES and ADVISORY GROUPS.**

Allotments. Mr Wilson's plot was cleared after the August 29th deadline. Some detritus had been recycled; a skip had been hired for the rest, for which RG had paid. RG thanked all involved in the clearance. It had been agreed with the school that the fence and tree situation would be remedied during half term.

Churchyard. JC reported that there were few double grave plots left.

Finance. Clerk to look into Internet banking, on next agenda.

Highways/ Footpaths. Egress from Road Hill to Nobottle Rd unsafe because of overgrown verges and hedge.

Pothole outside 80 High St. BG reported a car parked on the verge near the 30 mph sign in Sandy Lane. Clerk advised that concerned residents should contact the police if it was felt to be dangerous. Road opposite 84 Larkhall Lane felt to be subsiding as a result of vehicles from the Barry Howard Homes development.

Lighting. Aylesbury Mains and Western Power had been in contact and it was hoped that the damaged light in hall Close would soon be sorted out.

South View. Stile by bus stop and footpath overgrown. Lights all out at present. Bus Shelter. BJ suggested demolition and replacement.

8 **ACCOUNTS FOR PAYMENT & Financial Matters.**

| | Accounts for payment. | Chq no. | Amount | Incl VAT | Power used |
|----|--|----------|---------|----------|-------------------------------|
| 1 | L Gibbins – replacement | Chq 1275 | £200.00 | | |
| 2 | G. Ravine – salary | Chq 1276 | £856.59 | | LGA 1972 s 112 |
| 3 | Inland revenue. Tax £10.80 Nis £24.00 Emp Nis £27.05 | Chq 1277 | £61.85 | | LGA 1972 s 112 |
| 4 | R Howey- Bus shelter | Chq 1278 | £20.00 | | Clean N/hoods & Env/ Act 2005 |
| 5 | AH Contracts- Dog bins | Chq 1279 | £105.00 | £17.50 | Clean N/hoods & Env/ Act 2005 |
| 6 | Hampton Print – newsletter & arrears | Chq 1280 | £167.41 | | Local Gv't Act 1972 S111 |
| 7 | P Warden – Grasscutting Verges | Chq 1281 | £448.80 | £74.80 | Highways Act 1980 S96 |
| 8 | D Gamble – Churchyard Grass | Chq 1282 | £192.00 | £32.00 | LGA 1972, s. 215 |
| 9 | BDO Stoy Hayward – External Audit | Chq 1283 | £360.00 | £60.00 | LGA 1972 s 112 |
| 10 | P Betts – Poppy wreath. | Chq 1284 | £18.50 | | Local Gv't Act 1972 S137 |
| 11 | Autela – tax agent. July, Aug , Sept | Chq 1285 | £30.00 | | LGA 1972 s 112 |
| 12 | Nickolls Landscaping – Flagpole Green | Chq 1286 | £95.00 | | Clean N/hoods & Env/ Act 2005 |
| 13 | R Gibbins – allotments expenses | Chq 1287 | £132.00 | | Local Gv't Act 1972 S137 |
| 14 | CPRE – annual subs | Chq 1288 | £36.00 | | |
| 15 | Came and Company - Insurance | Chq 1289 | £726.33 | | |

Bank Balances HSBC 16/6/2016 £91,423.11

Resolved. Payments to be made. RG did not vote

9. **Planning** – Barwood application. S/2016/1324/EIA Norwood Farm. It was understood changes were being made.

| | Address | Description | Comments |
|-----------------|------------------|--|--|
| | 44 Upper High St | Parking – complaint to SNC | SNC said measurements were checked and were correct. |
| S/2016/2133/FUL | 22 School Lane | Single storey front extension | No Objections |
| S/2016/2176/FUL | 28 Garners Way | Single storey front extension, new front porch & front 1 st floor window. 2 x single storey side ext. and single storey rear ext. | To be considered. |
| S/2016/2041/FUL | 43 Carrs Way | Two storey side extension and rear first floor dormer extension. | No Objections |
| S/2016/1896/FUL | 25 Manor Close | Front and rear extensions | No Objections |

Resolved. Comments to be passed to SNC.

10 **To accept the External Auditor's report.** BDO, the External Auditor stated that “on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

They drew attention to several minor matters. The Asset register had not been reviewed, the internal auditor had made various recommendations (detailed in the July minutes), and that “the accounts were approved after the commencement of the inspection period of the exercise of the elector’s rights.”

Resolved. To accept the external auditor’s report.

Clerk reported the appointment of a new internal auditor. Fiona Keable, one of the NCALC panel of auditors.

- 11 **Churchyard extension. – To discuss the situation.** JC trying to set up a meeting. It would be necessary to work out how much land would be required; and no price had yet been put forward. Councillors considered the possibility that a separate extension cemetery might become necessary.
- 12 **Neighbourhood Plan** – After the EGM of 17th August the Neighbourhood Plan was submitted to SNC. Their consultation should begin on 3rd October. Church willing to display the consultation literature.
- 13 **Scarecrow event.** – JC reported takings of £9000 plus. MJ and SE reported that they would be unwilling to be committee members next year, and as DB was no longer a councillor, it was felt that it may be problematic finding the 3 Councillors required by the Scarecrow event constitution. The possibility of severing the connection between Council and the event was raised, as was the possibility of taking a break. There was an appetite to carry on for the 20th consecutive event amongst the other committee members.
- 14 **Website** – Some research had been done, and FCS would host a website for £72 p/a with a set up cost of £1000.
- 15 **Grasscutting contracts. - to consider renewal.** Clerk to liaise with DS and SD to ensure all the required areas are clearly marked. There would be additional costs for extra features. A parishioner, David xxxxx volunteered to help.
- 16 **To Review the Asset Register and consider Insurance renewal.** Asset register deferred.
Resolved. Came and co insurance quote for £726.33 was accepted.
- 17 **To Review Financial Regulations.** Clerk to amend new model Financial Regulations to suit Harpole, and liaise with MJ and SR with a view to adopting at the next meeting.
- 18 **To review Standing Orders.** Clerk to update Standing Orders, and liaise with MJ and SR with a view to adopting at the next meeting.
- 19 **Youth Facilities – with regard to Cllr Coopers communication. Resolved.** CW to reply on behalf of Council.
- 20 **To confirm Council representation at NCALC AGM on Oct 8th. Resolved.** Clerk to attend on behalf of Council with appropriate overtime and mileage payments.
- 21 **To consider a request from Playing Fields for support on 'no dogs' policy and a possible by law.** It was reported that the school might be obliged to stop using the playing fields if measures were not taken to exclude dogs.
Resolved. Council supported the PFA’s attempt to achieve a new by –law regarding dogs on the Playing Field.
Clerk to write a letter of support.
- 22 **To consider request for the S106 for the Playing Field gates, and new goal posts and equipment, and Youth club request. Resolved.** Council supported the PFA’s request for £3,630 incl VAT for new gates, replacing old damaged existing gates.
Resolved. Council supported the PFA’s request for incl VAT for new £1,532.40 incl vat for new goalposts and nets.
Council had already agreed to support the Youth Club request for £3,500 for kitchen works.
The Youth Club also wished to add an outside artificial surface to increase the usable space at a cost of c £15,000., this would be funded from New Homes Bonus money.
Resolved. Council supports the Youth Club New Homes Bonus money bid.
Clerk to write to Natasha Labrum at the Youth Club.

23 **CORRESPONDENCE. –**

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| <p><i>BDO – External audit - noted</i> <i>Came and co. Insurance renewal. - noted</i> <i>CPRE – renewal docs - noted</i> <i>E Leary – N. Plan wkshop slides – distributed by e-mail.</i> <i>P Judd SNC re website – distributed by e-mail.</i> <i>NCALC re new Internal Auditor - noted</i> <i>PFA – re Bye laws - noted</i></p> | <p><i>Pathfinder project re flooding. – distributed by e-mail. MJ responded</i> <i>J Smith request for litter bin Flagpole Green – it was felt that there were 3 bins close by, and that SNC would be unlikely to accede.</i> <i>S Surridge – re goalposts - noted</i> <i>SLCC annual conference – Hinckley SNC - noted</i> <i>– re Youth Facilities, SDF briefing, planning application – distributed by e-mail.</i> <i>Youth Club various.</i></p> |
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SNC – South Northants Council NCC– Northamptonshire County Council NHB – New Homes Bonus, OSHMC – Old School Hall Management Committee . NCALC – Northants County Association of Local Councils. CLASP – Community Landscape & Archaeology Survey Project. WNJPU – West Northants Joint Planning Unit. SNH –South Northants homes. JCS. Joint Core Strategy. SDF (Strategic Development Framework)

- 24 Items for next agenda. Website. Grasscutting, Scarecrow Constitution, Asset register, Demolition of Bus Shelters, Standing Orders, Financial Regs. Churchyard extension.
- 25 **DATE OF NEXT MEETINGS.** Highways Committee. Sept 25th. Full Meeting Oct 8th
There being no further business the meeting closed at 21.51
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