

**DRAFT**

**Minutes of the Ordinary Meeting of Barton Seagrave Parish Council held on Thursday 9<sup>th</sup> May 2019 in the Conference Room at Barton Seagrave Village Hall following the Parish Council's Annual Meeting.**

<b>PRESENT</b>	Councillors	Sir D Gunn	Chairman
		Mr R Carter	
		Mrs C Carter	
		Mrs D Miles Zanger	
		Mr P Cox	

Clerk: Mr R Reed

Richard Adshead – Village Hall Operations Manager  
PCSO 7160 Jason PARISH Northamptonshire Police

There were eight residents in attendance.

**19/078 Apologies**

Cllr R Roberts

**19/079 Declarations of interest**

There were no declarations on agenda items at this time.

**19/080 Policing matters**

The Police officer in attendance spoke of a spike in vehicle crime but said that four of the five vehicles involved were not secured. There is now a dedicated burglary team in place and this has already seen a reduction in burglary across the County. Police would welcome any CCTV footage and information. In reply to a query over standing Police patrols, it was stated that the neighbourhood team is about and there is support from other patrols in the area. Issues of resource were discussed. Concern was raised over the cancellation of the Parish Constable initiative. It was reported that vehicles continue to be parked at the end of Linnet Drive, obstructing visibility, etc. Registration numbers were given to the Police officer.

**19/081 Residents**

(i) The newly constructed traffic islands on Barton Road continue to give concern. Following the last meeting, County Councillor Scott Edwards had made enquiries of Northamptonshire Highways and the clerk read out his response. Cllr. Gunn said that the bus shelter had disappeared and it was reported that the new footway was obstructed by overhanging vegetation. These points, together with reports of excessive speed in Barton Road are to be taken up with NCC. **Action: Clerk**  
It was not known if air quality was being monitored.

(ii) The cleaning of vehicles affected by lime dust had now been scheduled.

(iii) Residents asked how long the precept would continue at its current level. The Chairman said that having only been in operation for 18 months or so, there were still some unknown costs and therefore the precept had been maintained at its current level this year. The intention is to reduce it in the future and hopefully the Village Hall will become self-supporting in the future.

(iv) During the recent litter-pick it was noted that there is no longer a litter bin at the Post Office where a large accumulation of litter was cleared. It was believed that there used to be a bin at this location and the Clerk would contact KBC to see if it can be replaced. **Action: Clerk**

(v) It was reported that a tree at the Church House presented a hazard due to a number of unsafe branches, some of which had already fallen. It was understood that permission to remedy this situation had been refused and KBC was to be asked if this was the fact. **Action: Clerk**

**19/082 Minutes of the Ordinary Meeting and Private Meeting Held on 11.04.19**

It was proposed by Cllr. R Carter and seconded by Cllr. Mrs Carter that the minutes of the Ordinary Meeting held on 11<sup>th</sup> April 2019, having previously been circulated, be accepted and signed as a true record of that meeting. This was agreed unanimously.

It was proposed by Cllr Mrs Miles Zanger and seconded by Cllr. Mrs Carter that the minutes of the private session held on 11<sup>th</sup> April 2019, having previously been circulated, be accepted and signed as a true record of that meeting. This was agreed unanimously.

### **19/083 Matters Arising**

Cllr. Mrs Carter said that she was still awaiting a response to her enquiry about D-Day commemorations.

### **19/084 East Kettering update.**

There was nothing to report on this item.

### **19/085 Rights of Way**

Bryan Lade, Parish Path Warden, had informed the Clerk that the hedge trimmer purchased by the Parish Council some years ago was no longer taking a charge and needed replacement. He had identified a Ryobi unit at approximately half the cost of the original machine. It was agreed to go ahead with its acquisition. **Action: Clerk**

### **19/086 Pocket Park**

Cllr. Mrs Carter had contacted The Wildlife Trust and the Woodland Trust and had received advice from both. The Wildlife Trust offered to visit in the near future to give specific guidance over work in the spinney.

### **19/087 Village Hall**

Richard Adshead gave his report for April regarding events and new groups attending the VH. He reminded all that the Hall will be closed on 23<sup>rd</sup> May for the EU elections as it is being used as a Polling Station. The tyre stop had been installed and the trial appeared to be successful.

### **19/088 Vehicle Activated Sign**

A quote for the new support post had now been received from Northamptonshire Highways and it was agreed to go ahead with the work. Cllr. R Carter said he would see if the price of the new VAS could be held beyond the end of May. **Action: RC/Clerk**

### **19/089 Casual Vacancies**

In view of the circumstances, KBC had said that Kenn Underwood could again be co-opted but it had not yet been possible to contact him to see if he was still interested in the role.

**Action: Clerk**

### **19/090 Annual Review**

The Clerk recommended that the Financial Regulations be reviewed in respect of the values for tendering, etc. **Action: Clerk**

The Risk Assessment was considered to be satisfactory at this time.

The internal audit arrangements meet the needs of the Parish Council.

The insurance is due for renewal in July and the Parish Council has a long term agreement with Came & Co.

It was noted that a new model document for standing orders has been developed by NALC and the Clerk will adapt this for the Parish Council in due course. **Action: Clerk**

### **19/091 To approve the Internal Auditor's Report**

It was proposed by Cllr. R Carter and seconded by Cllr. Mrs Miles Zanger that the Internal Auditor's report be approved.

### **19/092 To approve the Governance Statement of the Annual Audit Return**

It was proposed by Cllr. Gunn and seconded by Cllr. Mrs Carter that the Governance Report be approved.

### **19/093 To approve the Accounting Statement of the Annual Audit Return**

It was approved by Cllr. R Carter and seconded by Cllr. Mrs Miles-Zanger that the Accounting Statement be approved.

### **19/094 Planning Report**

The Chairman presented the Planning Report of the Planning Sub-group:

Only one application had been received and this was determined at this meeting.

KET/2019/0278: Single storey rear and side extension, 39 Sherwood Drive. There were no objections.

The Clerk spoke of the North Northants Joint Planning Unit consultation on the draft statement of Community involvement which closes on 13<sup>th</sup> June 2019.

### **19/095 Councillors' Reports**

There were no reports.

### **19/096 Correspondence**

As per circulated list.

(i) Concerns raised by a resident in respect of verge parking were discussed. Rather than prevent parking by the placing of bollards, it was suggested that provision for parking be made by the construction of parking bays and the introduction of a Residents' Parking Scheme. While it was felt that given sufficient room, parking bays may be a solution, the cost

of such works was expected to be high. As regards a Residents' Parking Scheme, the Clerk said that Kettering Borough Council was the responsible authority. Further investigations were to be made and the residents advised of the outcome accordingly with the Clerk reporting back at the next meeting. **Action: Clerk.**

(ii) The Clerk spoke of the review of polling stations and polling places currently being undertaken by KBC.

(iii) A cheque for £55.00 had been received from the Barton Seagrave WI as a contribution towards the maintenance of the defibrillator. A letter of thanks is to be sent to the WI. **Action: Clerk.**

#### **19/097 Accounts**

(i) The Clerk presented the latest statement of accounts. Since the last meeting £35,000 had been received from KBC as 50% of the annual precept and £4,291.78 had been received from VH income. The Bank Reconciliation statement for 2018/19 was presented and agreed having been audited.

(ii) The following invoices were approved for payment, proposed by Cllr. Mrs Miles Zanger and seconded by Cllr. Mrs C Carter:  
Northants CALC £1,463.88 Cheque No. 544  
Staff costs £3,653.77 Cheque No. 545  
Ian Arnott £150.00 Cheque No. 546  
Mrs D Miles £47.12 Cheque No. 547  
Cllr. D Gunn £210.60 Cheque No. 548

(iii) There was no other financial business.

#### **19/098 Items Requiring Urgent Attention, for Information or for the Next Agenda**

The Chairman had now obtained a price for a bus shelter. From £1,937 plus cost of base and installation. The Clerk would contact Mr Shelley to get approvals from his neighbours and would see if he could obtain a quote for the construction of a base and installation of the shelter. **Action: Clerk.**

Regarding the Merchant Navy Day in September, the Chairman said a red ensign could be bought for £78. It was agreed to go ahead. **Action: DG**

Cllr. R Carter was authorised to purchase a wreath for the D-Day commemorations. **Action: RC**

Two versions of cigarette bins were tabled and it was agreed to purchase two of the galvanised type for fixing at the front and rear of the VH.

The Clerk said that Bryan Lade was organising a Garage Sale on Saturday 22<sup>nd</sup> June 2019. There were 47 participants so far and maps will be available on the Facebook group and the website.

#### **19/099 Date of Next Meeting**

Thursday 13<sup>th</sup> June 2019 to be held in the Village Hall commencing at 7:00pm

As there was no further urgent business the Chairman closed the public part of the meeting at 9:05pm