

**DRAFT**

**Minutes of the Ordinary Meeting of Barton Seagrave Parish Council held on Thursday 14<sup>th</sup> May 2020 remotely via Zoom and following the Parish Council's Annual Meeting.**

<b>PRESENT</b>	Councillors	Mrs D Miles Zanger Mr R Carter Mrs C Carter Mr R Roberts Mr P Cox Mr H Howes	Chairman
	Clerk:	Mr R Reed	
	Richard Adshead – Village Hall Operations Manager		

There were no residents in attendance.

**20/067 Apologies**

None

**20/068 Declarations of interest**

Cllr. Roberts declared an interest in respect of the East of Kettering development as his property overlooks an area submitted for planning permission and in respect of the Redrow site he declared an interest as a family members work for NHBC and Taylor Woodrow.

**20/069 Policing matters**

There was no Police officer in attendance. The Clerk had recently forwarded the latest crime report to councillors.

Cllr. R Carter said he was approached by residents when cleaning the speed camera in Polwell Lane regarding the speed of vehicles at the north end of this road. Cllr. Roberts asked the Clerk to notify Janice Maxey with the request to ask the Police for the deployment of the camera van by the layby. **Action: Clerk**

**20/070 Minutes of the Ordinary Meeting Held on 09.04.20**

It was proposed by Cllr. Mrs Miles Zanger and seconded by Cllr. R Carter that the minutes of the Ordinary Meeting held on 9<sup>th</sup> April 2020, having previously been circulated, be accepted and signed as a true record of that meeting. This was agreed unanimously.

**20/071 Matters Arising**

The issue over Redrow's maintenance responsibilities have been reported to Louise Holland at KBC and a response was awaited.

**20/072 East Kettering update.**

Cllr. Carter reported that a number of planning applications were now being received.

**20/073 Rights of Way**

A number of footpaths were becoming overgrown and the Clerk was asked to raise this with Bryan Lade, the Parish Path Warden. **Action: Clerk**

**20/074 Village Hall**

Mr Adshead had circulated a list of maintenance work carried out and still to be done during the closure of the VH. The nearby dog waste bin was not being emptied and waste bags were being dumped around it. Mr Adshead is to check other bins on the development and let the Clerk have details to take up with KBC via Janice Maxey. **Action: RA/Clerk**

Mr Adshead is preparing guidelines for the re-opening of the VH. The Doctors' surgery is set out but has not had to be used so far.

Cllr. Roberts asked that the Parish Council's appreciation for the work carried out by Mr Adshead during the closure be recorded.

**20/075 Pocket Park**

Cllr. Mrs Carter said there was nothing to report at this time due to the current access restrictions.

**20/076 Bus Shelter Update**

The new bus shelter has become a target for vandalism and due to the materials used, it cannot satisfactorily be cleaned without damage to the glazed panels. Cllr. Mrs Miles Zanger thanked Cllr. R Carter for his work in cleaning the shelter of graffiti but felt that this was going to be an ongoing, and expensive problem to resolve if new panels have to be installed each time. She suggested that the shelter be replaced with a higher standard product and the existing unit re-erected at the rear of the VH as a smoking shelter. Cllr. Carter is to source

details and costs and he and the Clerk will meet on site in due course to determine the arrangements. Once costs are known, the Parish Council will determine further progress.

**Action: RC/Clerk**

#### **20/077 Casual Vacancies**

Under the new regulations introduced following the deferral of the elections to next year, vacancies have to be advertised but if 10 or more requests are received there will be no elections until next May. Once this process had been followed then the Parish Council can co-opt. **Action: Clerk**

#### **20/078 To Receive the Annual Review of:**

Financial Regulations: These were revised last year in line with the 2019 regulations

Risk Assessment: This is considered to meet the council's needs.

Internal audit arrangements: These are considered to meet the council's needs.

Insurance: The policy is due for renewal early July so the Clerk expects to receive the renewal details shortly. Once received he will circulate them so that councillors can consider the adequacy of the cover and request any changes prior to the due date. **Action: Clerk**

#### **20/079 Annual Audit Arrangements**

Because of the complexity of the accounts with the VH, Ian Arnott would rather carry out the internal audit in the presence of Cllr. Miles Zanger, the Clerk and Mr Adshead than remotely. He has therefore suggested delaying this until July when hopefully it can be arranged in the VH.

#### **20/080 Planning Report**

Cllr R Carter presented the report of the Planning Sub-group as follows:

KET/2020/0228 Hanwood Park: Already approved in respect of 219 dwellings in 2015

KET/2020/0223 Hanwood Park: Already approved in respect of 159 dwellings in 2015

KET/2020/0255: 135 Barton Road (land to rear) 1 No. carbon neutral dwelling with garage and associated landscaping. This application has only just been received and Cllr R Carter will circulate comments in due course. **Action: RC**

#### **20/081 Councillors' Reports**

Cllr. Roberts discussed town and parish council responsibilities following the creation of the unitary authorities.

#### **20/082 Correspondence**

As per circulated list.

*Residents' time has been temporarily suspended during the present crisis and a notice placed on the agendas and the website asking residents to contact the Clerk with any queries.*

#### **20/083 Accounts**

- (i) The Clerk presented the latest statement of accounts for 2019/20 and 20/21. Since the last meeting the £35,000 as 50% of the annual precept had been paid into the bank account on 16.04.20 The Bank Reconciliation statement for 2019/20 was presented and agreed.
- (ii) The Clerk presented the final budget monitoring report for 2019/20.
- (iii) The following invoices were approved for payment, proposed by Cllr. Roberts and seconded by Cllr. Mrs Miles Zanger:  
Staff costs £1,800.00 Cheque No. 620  
A Baillie (Hygiene) & Co. £62.69 Cheque No. 620
- (iv) Cllr. R Carter suggested purchasing a commemorative bench for siting by the War Memorial. This was agreed in principle and Cllr. R Carter is to submit details. **Action: RC**
- (v) The Clerk has submitted a claim for VAT refund.

#### **20/084 Items Requiring Urgent Attention, for Information or for the Next Agenda**

Cllr. Howes spoke of the footpath running parallel to the A14 was restricted by shrubbery that was preventing social distancing. The Clerk said he would ask Bryan Lade, PPW, the check.

**Action: Clerk**

#### **20/085 Date of Next Meeting**

Thursday 11<sup>th</sup> June 2020 commencing at 7:00pm. Whether remotely or at the Village Hall will be confirmed on the agenda.

As there was no further urgent business the Chairman closed the public part of the meeting at 8:05pm