

Glaphorn Parish Council

Parish Clerk: Mrs Jill Sardeson, 15 Main Street, Yarwell, PE8 6PR
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2018 Northamptonshire CALC Council of the Year
2019 ACRE Overall Best Village Award

Minutes of an Extra-Ordinary Parish Council Meeting held at the Village Hall, Main Street on Thursday 14th November 2019 at 7.30 pm

Present: Cllr. Malcolm Moss (Chairman) Cllr. Nick Knowles, Cllr. David Chapple, Cllr. Nerissa Buchanan, Cllr David Cashmore, Cllr. Stark

In attendance: Mrs Jill Sardeson Clerk.

- 19.152.** Apologies accepted from the following Councillor
Cllr. Roy Kerr
- 19.153.** Member's declaration of interest
None received.
- 19.154.** Public Forum
No members of the public present.
- 19.155.** Minutes of the last meeting
It was resolved that the minutes of the Extra-Ordinary Parish Council meeting, held on the 17th October 2019, be signed as a correct record and were signed by the Chairman.

Proposed by Cllr Buchanan and seconded by Cllr Cashmore. Unanimously agreed.
- 19.156.** New and Current Planning Applications
No new planning applications had been submitted.
- 19.157.** To consider all the matters regarding the Playing Field project:
- 157.1 Cllr Moss gave a comprehensive power-point presentation on all aspects of the playing field project outlining where the Council had reached with the project.
- 157.2 An update on the discharge of planning conditions was presented by Cllr Moss.
- 157.3 An update on the tendering process was received and it was agreed to proceed with a post on Contracts Finder and to place the adverts as two separate projects, one for the playing pitch design and the other for the car park and access road.

Proposed by Cllr Cashmore and seconded by Cllr Knowles Unanimously agreed.

Cllr Moss proposed that the following timeline would be a possible way forward regarding all of the above items on the agenda.

1. discharge all planning conditions by 29th Nov.- in hand
2. prepare spec. for access road and car park – in hand
3. legal process to purchase land – in hand
4. lease on Diocesan land for access road – in hand
5. Submit tender docs on Contract Finder 18th Nov. – in hand
6. Tender return deadline 6th Dec.
7. Assess returning tender quotes by 10th Dec.
8. Decision to complete on purchase 12th Dec.
9. Appoint contractors by 13th December.
10. Obtain water discharge consent by end Dec.
11. Begin work (access road & car park) January 2020

19.158. To consider the appointment of a project manager for the Playing Field Project. Roger Bettley had agreed to project manage the first stage of the project i.e. the construction of the access road and car park and the consultants TGMS, who had done the playing pitch feasibility report would be engaged to oversee the construction of the playing field area.

19.159. To receive a report from the Windy Spire Works Committee.

19.159.1 It was agreed to request that the Clerk makes the necessary arrangements to draw down on the funds from the ENC Community Fund.

Proposed by Cllr Chapple and seconded by Cllr Stark Unanimously agreed.

19.159.3 It was agreed to request that the Clerk formally write to Landtech asking them to carry out the work.

Proposed by Cllr Stark and seconded by Cllr Chapple Unanimously agreed.

19.159.3 It was agreed that the award money from the Best Village Award be used to purchase two oak benches as per the recommendations from the Windy Spire Committee. The Clerk to place the order once the work had commenced.

Proposed by Cllr Chapple and seconded by Cllr Stark Unanimously agreed.

19.159.4 It had been proposed that a litter bin be purchased which would be sited at the entrance to the pocket park, however there were currently insufficient residual funds available from the award money to complete the purchase. It was also noted that should a bin be decided on at a later date the emptying of the bin and associated costs would have to be discussed, so it was agreed to defer this until a later date.

19.160. To receive a general report from the Clerk.
Nothing to report that has not already been covered by the agenda.

19.161. Correspondence.
Nothing to report that has not already been covered on the agenda

19.162. Finance:

162.1. The following invoices were approved for payment.

Payments made since last meeting			ex vat
70/19	E.on Energy Ltd	Light Maintenance contract	13.00
71/19	Hunt and Coombs	Diocesan Heads of Terms - legal fees	1,000.00
72/19	Vincent Sykes	Undertaking for Wilkinson's	1,000.00
72a/19	Northamptonshire CC	Installation of Post for VAS sign	498.50
73/19	Gigaclear	Broadband service Village Hall	34.42
74/19	County Life Ltd	Nene Valley News delivery	23.84
75/19	Colemans	Stationery account	3.33
76/19	Mrs J Sardeson	Clerks pay - October salary	188.28
77/19	Mrs J Sardeson	Clerks expenses	44.10
78/19	HMRC	PAYE	47.20
79/19	Vincent Sykes	Undertaking for legals fees for lease	4,000.00
80/19	Vincent Sykes	Legal searches on land to buy	400.00
81/19	Turney Landscapes Ltd.	Grass maintenance September	304.50
Payments for approval			
82/19	Mr Stanek	Trimming of the ditch for the reptile statement	50.00
83/19	MLM Group	Ecological Clerk of works services	1,020.00
84/19	Professional Sportsturf Design	Feasibility Study	1,990.00

Proposed by Cllr Stark and seconded by Cllr Knowles Unanimously agreed.

19.163. Matters for future consideration.

It was noted that there was a lot of surface water on the hill going into Oundle, this was possibly due to the water not draining sufficiently from the temporary field entrance. The Clerk to make contact with the land owner.

19.164. Date of next meeting - The December meeting will be on 19th December at the earlier time of 7pm to be held in the village hall.

Cllr Stark gave his apologies for the next meeting.

19.165. The meeting closed at 8.40pm

Signed..... (Chairman) Date.....

NB: Copies of full reports are available on the village website, www.glaphorn.org.uk, or from the Clerk, by arrangement.