

# GLAPTHORN PARISH COUNCIL

Parish Clerk: Alan Tresadern 30 Lytham Park, Oundle PE8 4FB  
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## **Minutes of an Ordinary Parish Council Meeting held at the Village Hall, Main Street on Thursday 16 March 2017 at 7.30 pm**

Present: Cllr. Bob Stone; Cllr. Nick Knowles; Cllr. Liz Wilkinson; Cllr. Tim Hunt and Cllr. Nerissa Belcher.

In attendance: Alan Tresadern (Clerk).

1. Election of Chairman

Cllr. Liz Wilkinson was elected as Chairman for the meeting in the absence of Cllr. Moss, and there being no Vice-Chairman in place.

Proposed by Cllr. Nerissa Belcher and seconded by Cllr. Tim Hunt.

2. Public forum

There were no members of the public present.

3. Report from Northamptonshire Police:

Nothing to report.

4. Report from County Councillor:

Nothing to report.

5. Report from District Councillor:

Ex- District Councillor Valerie Raven-Hill sent the following message:

“As most of you already know, earlier this year, due to time constraints with having to spend more frequent and increasingly longer periods in Scotland, I took the decision to stand down as the Prebendal District Councillor. My resignation date, Monday 13th March, is timed to tie in with the County Council elections in May. The Party's candidate in the By-Election, to replace me, is Annabel De Capell Brooke.

I would like to wish her every success in the forthcoming elections and to thank Glapthorn Parish Council for its support over the past two years. My very best wishes to you all. You're doing sterling work. The only parish in the ward committed enough to do a Neighbourhood Plan! “

6. Apologies:

Parish Councillors Malcolm Moss and Roy Kerr were unable to attend due to other commitments and their apologies was received and accepted. County Councillor Heather Smith (NCC Oundle Ward) was unable to attend due to other commitments.

7. Declaration of interest:

Cllr. Liz Wilkinson declared an interest in Item 13.

8. Minutes of the previous Ordinary Parish Council meeting:

The minutes of the Ordinary Parish Council meeting held on 19<sup>th</sup> January 2017 were approved and signed as a correct record.

8.1. Matters arising: The Clerk advised that Cllr. Roy Kerr has updated the Emergency Plan and a copy is on the website.

9. Risk Assessment Policy

It was resolved that the Risk Assessment Policy, as circulated to all councillors prior to the meeting, be re-adopted without change.

Proposed by Cllr. Bob Stone, seconded by Cllr. Nerissa Belcher.

10. Complaints Procedure  
It was resolved that the Complaints Procedure, as circulated to all councillors prior to the meeting, be re-adopted without change.  
Proposed by Cllr. Nerissa Belcher, seconded by Cllr. Tim Hunt.
11. Planning Application Handling Procedure  
It was resolved that the Planning Application Handling Procedure, as circulated to all councillors prior to the meeting, be re-adopted without change.  
Proposed by Cllr. Nick Knowles, seconded by Cllr. Nerissa Belcher.
12. Report from the Glapthorn Neighbourhood Planning Group (GNPG).  
The GNPG report, which had previously been circulated, was noted.
13. Report from the Recreational Land Procurement Group  
Cllr. Nick Knowles reported that the group were in discussion with Mr Ian Wilkinson and negotiations have started in trying to acquire land behind Glapthorn School for both village and school recreational use; and off-road parking for parents at school drop-off and pick-up times.
14. Traffic and Speeding Issues  
The McQuade report on Speeding had been re-circulated to members prior to the meeting. It was noted that following the first publication of the report, much was said but there was no action taken. It was also noted that traffic through Glapthorn can only increase with the development of Weldon and the former Deenethorpe Airfield.  
Following a short debate, it was agreed to write a 'specific' traffic management plan for Glapthorn, which is to include detailed proposals to help reduce speeding traffic and thereby reduce the risk of accident. Benefield Road/Cotterstock Road is seen as the priority route for attention. Plans to be considered include, but not limited to, a 20mph speed limit, rumble strips, electronic signage, kerbside safety barriers by the school, extending the 30mph zone.  
The Clerk will consult with neighbouring parishes, Cotterstock and Benefield and work with the new 'Traffic Committee to develop the proposal which is to be put before the Highways Authority for approval, subject to funding  
The council acknowledge that the County Council have limited funds therefore if an agreement to the proposals can be obtained, the Parish Council will consider ways of raising the funds – externally and not by increasing the Precept.
15. Traffic Sub-Committee.  
It was resolved to form a Traffic Committee and Cllrs. Nick Knowles and Tim Hunt were duly elected to serve, assisted by the Clerk.  
Proposed by Cllr. Liz Wilkinson, seconded by Cllr. Nerissa Belcher.
16. Planning matters:  
16.1. There were no new planning applications to consider.  
16.2. Decisions have been reached on Previous Planning Applications, as follows:  
16/02399/FUL – Change of use of redundant agricultural barn to a single residential dwelling etc. Manor Farm, Cotterstock Road - *Permission granted.*
17. General report from the Clerk:  
The Clerk's report, which had previously been circulated, was noted.
18. Correspondence:  
The Clerk reported that since the date of the last meeting all items of correspondence that required the attention of Councillors had been forwarded by email and further action had not been requested by any of the Councillors.
19. Finance:  
19.1. The financial position as at 28<sup>th</sup> February 2017 was reported as:
- |   |                   |
|---|-------------------|
| Opening balance (as at 1 <sup>st</sup> January) | £16,560.62        |
| Receipts during period                          | £ 362.52          |
| Payments during period                          | £ 3,536.62        |
| Balance as per Cash Book                        | <b>£13,386.52</b> |

19.2. The bank reconciliation as at 28<sup>th</sup> February 2017 was:

|                            |                    |
|----------------------------|--------------------|
| Balance per bank statement | £ 13,386.52        |
| Less un-presented cheques  | £ 0.00             |
| Net balance                | <b>£ 13,386.52</b> |

19.3. The performance of the accounts against the budget was noted.

There will be an estimated overspend for the year of **£34.60**.

19.4. The following receipts and payments were approved:

Receipts:

| Date       | Payer | Details                 | Amount |
|------------|-------|-------------------------|--------|
| 30/01/2017 | NCALC | Transparency Fund grant | 362.52 |

Payments:

| Date     | Cheque<br>OTR/SO/DD | Payee            | Details                                     | Amount £ |
|----------|---------------------|------------------|---|----------|
| 27/02/17 | OTR                 | Colemans         | Colemans Stationery                         | 11.59    |
| 01/03/17 | SO                  | Country Life Ltd | County Life Ltd NVN delivery                | 23.84    |
| 09/03/17 | OTR                 | Colemans         | Colemans Stationery                         | 65.18    |
| 09/03/17 | OTR                 | Village Hall     | Rent for year – Parish Council              | 150.00   |
| 09/03/17 | OTR                 | Village Hall     | Rent for NP group to 31 <sup>st</sup> March | 182.00   |
| 16/03/17 | OTR                 | Alan Barnish     | Postage/Admin for GNPG                      | 14.01    |
| 16/03/17 | OTR                 | Kirkwells        | Consultancy fee GNPG                        | 3,024.00 |
| 31/03/17 | SO                  | AP Tresadern     | Clerks salary Jan to Mar                    | 483.62   |
| 31/03/17 | OTR                 | AP Tresadern     | Clerk's expenses Jan to Mar                 | 56.61    |
| 31/03/17 | OTR                 | HMRC             | Tax on Clerk's earnings                     | 120.80   |

20. Community Enhancement Matters:

It was resolved to defer this item to a later meeting.

21. Matters for future consideration. (AOB):

Cllr. Nick Knowles asked if there is a way of obtaining any funding, maybe even a loan, to add to the reserves set aside for street lighting in order that the project may be brought forward, his reason being – improved lighting equals improved road safety.

The Clerk reminded members that new LED lighting will significantly reduce the council's energy bill.

22. Dates for forthcoming meetings:

22.1. Annual Parish Meeting will be held on Thursday 13<sup>th</sup> April 2017

22.2. The next Planning Meeting, is to be held on Thursday 20<sup>th</sup> April 2017

22.3. Annual Parish Council Meeting to be held on Thursday 18<sup>th</sup> May 2017

All meetings to be held in the Village Hall at 7.30pm.

23. Closure

There being no further business the Chairman closed the Meeting at 8.25 pm.

Signed..... (Chairman)

Date.....

**NB: Copies of full reports are available on the village website, [www.glaphorn.org.uk](http://www.glaphorn.org.uk), or from the Clerk, by arrangement.**