

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 19 January 2017 at 7.30 pm

Present: Cllr. Malcolm Moss (Chairman); Cllr. Roy Kerr; Cllr. Bob Stone; Cllr. Nick Knowles; Cllr. Liz Wilkinson; Cllr. Tim Hunt and Cllr. Nerissa Belcher.

In attendance: Alan Tresadern (Clerk) and five members of the public.

1. Public forum

Roger Bettley made a statement about the minutes of the Parish Council meeting held on the 15th December 2016 - item 4 public forum, relating to his application for development of the land behind 3 Main Street. He said, he didn't consider Councillor Raven-Hill's statement to be misleading. Of the four neighbouring properties, three occupiers expressed a wish to see housing, and the fourth made no formal objection. Likewise, during the consultation period, not a single objection was lodged by parishioners.

Furthermore, referring to the wording of 'intended inclusion in the Glapthorn Neighbourhood Plan', Roger said the Chair of the Planning Committee directed the Councillors to disregard the GNP when making their decision.

Finally, as this is an 'outline planning application', design and building materials will be decided at a later date, although Roger assured those present that the properties will be designed and built to a very high standard using materials that are within keeping, and best suited to the surrounding architecture.

Monica Crosby said she thought starter homes would be ideal for the site in question to which Roger reminded the meeting, his plan for eight starter homes was firmly rejected by the community when he first made known his intention to develop the site.

Chairman Malcom Moss said he is satisfied that due process has been followed by the Parish Council at all times.

2. Report from Northamptonshire Police:

Nothing to report.

3. Report from County Councillor:

In her absence, County Councillor Heather Smith sent this brief report:

NCC is facing continued pressures with social care and assisting the NHS with discharges from hospital but, with the current financial restraints, the County Council can't do as much as we would like to. We now have in excess of 1000 children under the age of 18 in our care.

The highways staff have been busy gritting roads because of icy conditions and we are aware that a number of holes are opening in the roads. Once the winter period has passed, we expect to do a blitz on the roads in March. However, if there are particularly large holes you should report them to Street Doctor.

4. Report from District Councillor:

Nothing to report.

5. Apologies:

County Councillor Heather Smith (NCC Oundle Ward) and District Councillor Valerie Raven-Hill (Prebendal Ward) were unable to attend due to other commitments.

6. Declaration of interest:

Cllr, Liz Wilkinson declared a pecuniary interest in Item 13.1.1.

7. Minutes of the previous Ordinary Parish Council meeting:

The minutes of the Ordinary Parish Council meeting held on 17th November 2016 were approved and signed as a correct record. There were no matters arising from the minutes.

8. Minutes of the previous Extra-Ordinary Parish Council meeting:
The minutes of the Ordinary Parish Council meeting held on 15th December 2016 were approved and signed as a correct record. There were no matters arising from the minutes.
9. NEW Recreational Land Procurement Group:
It was resolved that the Terms of Reference for the NEW Recreational Land Procurement Group, as circulated to all councillors prior to the meeting, be adopted with one minor change.
Proposed by Cllr. Roy Kerr seconded by Cllr. Tim Hunt.
10. Freedom of Information Act 2000:
It was resolved that the Freedom of Information Act 2000 Publication scheme, as circulated to all councillors prior to the meeting, be re-adopted without change.
Proposed by Cllr. Bob Stone, seconded by Cllr. Nick Knowles.
11. Home Working Policy:
It was resolved that the Home Working Policy, as circulated to all councillors prior to the meeting, be re-adopted without change.
Proposed by Cllr. Roy Kerr, seconded by Cllr. Nerissa Belcher.
12. Report from the Glapthorn Neighbourhood Planning Group (GNPG):
Nothing to report.
13. Planning matters:
- 13.1. The council considered the following new planning application:
- 13.1.1. 16/02399/FUL – Proposal to change use of redundant agricultural barn to a single dwelling and associated access at Barns, Cotterstock Road, Glapthorn (next to Netherdyke).
- It was unanimously agreed that the Clerk should write to the Planning Authority stating that the Parish Council has No objection to the application. (Cllr. Liz Wilkinson took no part in this decision).
- 13.2. Decisions have been reached on Previous Planning Applications, as follows:
- 13.2.1. 16/01734/OUT – Proposal to erect up to four dwellings on land to the rear of 3 Main Street. - Permission Granted
14. General report from the Clerk:
The Clerk's report, which had previously been circulated, was noted.
15. 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.
16. Grass Maintenance:
It was resolved that Glapthorn Parish Council will take responsibility for the maintenance of the highway verges, link footways and metalled rights of way by grass cutting within the village in exercise of their powers under Section 96, sub-section 4 of the Highways Act 1980 and to seek the County Council's consent as the Highway Authority to do so.
Proposed by Cllr. Nick Knowles, seconded by Cllr. Tim Hunt.
17. Finance:
- 17.1. The budget for the financial year 2017/18, as detailed on page 56 below, was approved. It was resolved to precept for the sum of £9,300. Proposed by Cllr. Nerissa Belcher; seconded by Cllr. Roy Kerr.
- 17.2. The financial position as at 31st December 2016 was reported as:
- | | |
|---------------------------------|-------------------|
| Opening balance (as at 1st Nov) | £19,694.09 |
| Receipts during period | £ 0.00 |
| Payments during period | <u>£ 3,133.47</u> |
| Balance as per Cash Book | £16,560.62 |
- 17.3. The bank reconciliation as at 31st December 2016 was:
- | | |
|----------------------------|-------------|
| Balance per bank statement | £ 17,044.04 |
|----------------------------|-------------|

Less un-presented cheques £ 483.42
 Net balance £ 16,560.62

17.4. The following receipts and payments were approved. Proposed by Cllr. Nick Knowles, seconded by Cllr. Liz Wilkinson.

Payments:

Date	Chq/TR/SO/DD	Payee	Details	Amount £
16-Dec	OTR	Colemans	Stationery	232.92
22-Dec	OTR	E.on	Maintenance of street lights Oct - Dec	43.56
30-Dec	OTR	HMRC	Tax on Clerk's salary	121.00
30-Dec	OTR	AP Tresadern	Clerk's expenses Oct - Dec	57.57
31-Dec	SO	AP Tresadern	Salary Oct - Dec	483.42
01-Jan	SO	County Life Ltd	NVN delivery	23.84
12-Jan	SO	E.on	Energy charges for street lights Oct - Dec	190.92
12-Jan	OTR	Tekgia	Microsoft Outlook email software*	70.80
12-Jan	OTR	Colemans	Stationery	4.48
12-Jan	OTR	ENC	Drainage loan FINAL repayment	3,148.00
12-Jan	OTR	SLCC	Membership renewal	67.00
12-Jan	OTR	Norton	Anti-virus software	19.99

*This was omitted during the procurement of the 'Council's own computer etc. Hitherto a number of free software packages have been used all of which have proved unreliable. Net cost, less VAT, is £59 of which £42 is covered by an underspend of the Transparency Fund grant received during 2016 for computer equipment and software.

18. Matters for future consideration. (AOB):

Cllr. Liz Wilkinson raised the question of whether the 'Give Way' signs at the Southwick/Cotterstock crossroads could be changed to 'Stop' signs? It was resolved that the Clerk will write to the Highways Authority about the matter.

Following a brief discussion on traffic calming measures it was resolved that the Clerk will re-circulate Rob McQuade's report on 'speeding', along with Sarah Barnwell's response document.

It was agreed to discuss a review the Emergency Plan at the next meeting.

Members were reminded of the vacancy for a Vice-Chairman. The matter is to be resolved at the next meeting.

19. Dates for forthcoming meetings:

- 19.1.Planning Meeting, to be held on 16th February 2017
 - 19.2.Ordinary PC Meeting to be held on 16th March 2017
- Both meetings to be held in the Village Hall at 7.30pm.

20. Closure

There being no further business the Chairman closed the Meeting at 8.10 pm.

Signed..... (Chairman)

Date.....

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

BUDGET 2017-18

Date: 18/01/2017

See report		2016-17	2017-18	Comments
		Actual	Estimate	
1	S137 payments	0.00	0.00	
2	Clerk's salary (gross)	2,417.68	2,533.10	Based on published scale and rate for 2017-18.
3	Expenses	270.00	300.00	
5	Colemans Admin/stationery	142.95	160.00	
6	Village Hall Rent	150.00	150.00	
7	Insurance	351.31	360.00	Insurance premium tax will rise in June 2017 by 2%
8	NCALC membership fees	215.48	225.00	
8	SLCC membership fees	67.00	70.00	
8	ACRE membership fees	35.00	40.00	
9	Lighting (power)	682.49	875.00	Increased by E.on July 2016. A further 20% increase is assumed.
9	Lighting (Maintenance)	168.67	180.00	
10	Audit	262.00	282.00	
11	Website hosting	91.39	120.00	Includes domain name, hosting and SMTP email.
11	Website support	125.00	125.00	Adhoc maintenance and advice.
11	Computer maintenance	16.66	30.00	Anti virus software
12	NVN delivery	286.08	286.08	£23.84/month
13	Grit/salt for bins	41.67	50.00	
14	Training	100.00	100.00	Nominal sum for Councillor's and Clerk's training
15	ENC Election	0.00	0.00	
16	Dog litter bin cleansing	56.71	65.00	
17	Grass maintenance contract	0.00	1,370.70	See budget notes
	Queens birthday mugs	303.00	0.00	
	NP costs	159.53	0.00	
	BT Kiosk	1,230.00	0.00	
	Other	65.00	0.00	Parish profile
	Sub Total	7,237.62	7,321.88	
18	Contingency (4%)		292.88	
19	Drainage Loan payment	3,148.60	0.00	Final payment March 2017.
	Total Annual Costs	10,386.22	7,614.76	
	Opening balance	9,704.73	8,922.10	
	Income - VAT refund	953.59		Not in budget beyond 2016-17; also not in expenditure.
	Reimbursement BT kiosk balance by VH	850.00		
	S136 grass maintenance subsidy		309.28	
20	Precept	7,800.00	9,300.00	
	Total funds	19,308.32	18,531.38	
	Projected expenditure	10,386.22	7,614.76	
	Estimated year end balance (Total Reserve)	8,922.10	10,916.62	
21	Reserve allocations			
22	Reserve Lighting replacement	3,750.00	6,250.00	Planned savings for a total lamp replacement.
	Other project(s)	0.00	0.00	
23	Maintenance Fund	1,650.00	1,000.00	E.G.drains, street lights, general maintenance
	Total allocated to reserve	5,400.00	7,250.00	
	Unallocated reserve	3,522.10	3,666.62	Target is 50% of annual costs.
	Percentage of annual expenditure	34%	48%	