

# GLAPTHORN PARISH COUNCIL

Parish Clerk: Alan Tresadern 30 Lytham Park, Oundle PE8 4FB  
Telephone: 01832 275281 Email: parish.clerk@glapthorn.org.uk

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## Minutes of a Planning Meeting, including a meeting of the Finance Committee, held at the Village Hall, Main Street on Wednesday 18<sup>th</sup> October 2017 at 7.30 pm

Present: Cllr. Malcolm Moss (Chairman); Cllr. Liz Wilkinson; Cllr. Ian Hood; and Cllr. Mike Newton.

In attendance: Alan Tresadern (Clerk) and 2 members of the public.

1. Apologies:

None received.

2. Declaration of interest:

None.

3. Public forum:

Mr Brian Scott, referring to planning item 4.1 below, questioned where had the idea of a speed reduction come from? What are its merits? He suggested it could lead to problems.

Mrs Sandra Philpott expressed concern about the recent decision by ENC to approved the Highfield Lodge planning application and asked if the Parish Council are going to take the matter to a higher authority, such as the constituency MP?

Sandra Philpott questioned whether ENC councillors did their duty, as the minutes of the planning meeting do not match what she and others heard from the public gallery. Sandra Philpott also questioned why the Parish Council was not represented at the meeting?

Cllr. Malcolm Moss, replied, saying the council had responded to the planning application in writing (recommending refusal) but had no obligation to attend the ENC meeting as there was nothing further to be gained by attendance.

Cllr. Moss also advised the public that there had been a follow -up meeting between himself and members of the Neighbourhood Plan Group with the District Ward Councillor (Annabel De Capell Brooke) to discuss the outcome of the ENC Planning meeting decision regarding Highfield Lodge and the implications of the decision on the emerging Glapthorn Neighbourhood Plan.

The Chairman reopened the meeting to allow Councillor's to debate the Highfield Lodge matter:

Cllr. Mike Newton said, the Parish Council should be able to request a copy of any audio or video recording of the planning meeting, which would possibly substantiate whether the ENC minutes are a true record of proceedings or not.

Cllrs. Ian Hood and Liz Wilkinson both asked what would be achieved, if it is found that the minutes are not a true representation of the business? It was agreed that such an action may at least encourage the ENC councillors to be more circumspect in future, although taking such a step could have more serious consequences.

It was resolved to ask the Clerk to write to ENC and seek a copy of any audio or video recording of the ENC Planning meeting held on 16<sup>th</sup> August 2017. The letter to be copied to Annabel De Capell Brooke – Ward Councillor and Tom Pursglove – MP.

4. Planning matters:

- 4.1. 17/01743/FUL - Change of Use of agricultural buildings to 5no. dwelling houses adjacent to Grade II Listed Manor Farmhouse. Block up existing access and form new. Manor Farm Cotterstock Road – **To note an amendment.**

*The members considered the application. It was resolved to authorise the Clerk to submit the following response:*

The Parish Council welcome any traffic calming measures along a notoriously busy stretch of road, (only to be busier after the development of Tresham Village is completed). However, there is a question of whether the proposed location of the road-

narrowing will have sufficient impact on traffic travelling west? The council believe traffic travelling east is already moving cautiously at that point, due the road narrowing just east of the junction with Main Street, by Crown House.

It is not clear from the drawings that appropriate priority road signs will be installed - please will you confirm this point?

Furthermore, the plan indicates further road narrowing at or near the new entrance and therefore the council wonder if the road will still be wide enough for two-way traffic comprising heavy goods vehicles and/or farm machinery?

4.2. Decisions have been reached on Previous Planning Applications, as follows:  
None.

5. Minutes of the previous Meeting:

The minutes of the Parish Council meeting held on 21<sup>st</sup> September 2017 were approved and signed as a correct record. There were no matters arising from the minutes.

6. Finance:

6.1. The following receipts and payments were approved:  
Proposed by Cllr. Newton, seconded by Cllr. Wilkinson.

Receipts:

Date	Payer	Details	Amount £
18-Oct	Groundwork UK	Neighbourhood Planning Grant	2700.00

Payments:

Date	Payee	Details	Amount £
25-Sep	Groundwork UK	Refund balance Neighbourhood Planning	2702.34
29-Sep	Alan Tresadern	Clerk's expenses July to Sept inc.	64.56
02-Oct	Alan Tresadern	Clerk's salary July to Sept inc.	506.62
02-Oct	County Life Ltd	NVN delivery	23.84
07-Oct	ENC	Dog bin emptying Apr to July	21.72
07-Oct	E.on	Street light maintenance	43.56
11-Oct	E.on	Energy supply for street lights	201.23
10-Oct	HMRC	Tax for period July to September	126.66
18-Oct	Colemans	Stationery	43.98

7. Budget 2018-19:

The draft budget for 2018-19 was set and will be placed before the full council in November. Final ratification and recommendations for the 2018-19 Precept will be determined at the Parish Council meeting in January. See Annex A for a copy of the draft budget.

8. Dates for forthcoming meetings:

Ordinary PC Meeting to be held on **WEDNESDAY** 15th November to be held in the Village Hall at 7.30pm.

9. Closure

There being no further business the Chairman closed the Meeting at 8.40 pm.

Signed..... (Chairman)

Date.....

Annex A – Budget 2018-19/

Annex A – Budget First Draft 2018-19

		2018-19	Comments
<b>Opening balance B/F at 1st April</b>		<b>4,330.00</b>	
<b>Receipts:</b>	Income - VAT refund (estimated)	500.00	
	S136 grass maintenance subsidy	309.00	
	Precept	9,300.00	
	<b>Total Receipts</b>	<b>14,439.00</b>	
<b>Payments:</b>	Other	0.00	
	Projected costs to year end as listed below	8,789.04	See below
	<b>Total Payments</b>	<b>8,789.04</b>	
<b>Allocated Reserves:</b>	1. Projects undetermined - optional	250.00	This sum could be higher if 'other projects' money not spent in previous year
	2. Other	0.00	This sum could be higher if Maintenance money not spent in previous year
	Maintenance Fund	1,000.00	E.G.drains, street lights, general maintenance
	<b>Total allocated reserve</b>	<b>1,250.00</b>	
<b>Total Balance C/F</b>		<b>4,399.96</b>	
<b>Unallocated reserve:</b>		<b>50%</b>	*Target circa. 50% total annual costs

Annex A – Budget First Draft 2018-19

<b>Projected annual costs</b>		
S137 payments	0.00	
Clerk's salary (gross)	2,651.92	Based on published scale and rate for 2018-19 plus 1%
Expenses	300.00	
Colemans Admin/stationery	150.00	Reduced by introduction of more economical printer
Village Hall Rent	0.00	
Insurance	400.00	Unknown as Aon have left the market
NCALC membership fees	235.00	
SLCC membership fees	70.00	
ACRE membership fees	40.00	
Lighting (power)	145.00	
Lighting (Maintenance)	13.00	
Audit	175.00	Internal auditor only from 2018-19
Website hosting	120.00	Includes domain name, hosting and SMTP email.
Website support	125.00	Adhoc maintenance and advice.
Computer maintenance	50.00	
NVN delivery	286.08	£23.84/month
Grit/salt for bins	50.00	
Training	100.00	Nominal sum for Councillor's and Clerk's training
ENC Election	0.00	
Dog litter bin cleansing	65.00	
Grass maintenance contract	1,405.00	See budget notes
SALIX Loan payment	600.00	
Gigaclear rental	270.00	Sept to March
Replacement printer Ecotank	200.00	Will reduce stationery costs
Village Hall Annual Grant	500.00	
Village Hall Projects	500.00	
Sub Total	<b>8,451.00</b>	
Contingency (4%)	338.04	
<b>Total Annual Costs</b>	<b>8,789.04</b>	