

Glaphorn Parish Council

Parish Clerk: Liz Holland 20, Gordon Road, Oundle, PE8 4LD
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Draft MINUTES of the MEETING held on 17th February 2021

At 7.30pm By Zoom

Councillors present: Mr M Moss (Chairman) (MM), Mrs N Buchanan (NB), Mr D Cashmore (DCa), Mr D Chapple (DCh), Mr N Knowles (NK), Mr R Stark (RS)

In attendance: Liz Holland (clerk)

381.Public Open Time

Members of the public were invited by the Chair to speak when the matters that interested them were discussed.

382.Accept apologies for absence

There were none.

383.RECEIVE Declarations of Disclosable Pecuniary or Other Interests and any Dispensation requests

Cllr Moss declared an interest in item 386 and took no part in the decision.

384.APPROVE the minutes

The minutes of the ordinary meeting on 20th January 2021 were **APPROVED**

385.Action log and matters arising

385.1. Action log update: Where matters were not on the agenda, the clerk reported:

i The letter to the tenant who cut the hedge on Cotterstock Road was sent and Cllr Knowles has arranged to meet him at the site to discuss the concerns of residents. **ACTION: NK**

385.2. Cllr Chapple aims to have his cllr...@ email addresses working very soon **ACTION: DCh**

385.3. No further progress on the road repairs asked of Anglian Water. The clerk was asked to write to Tom Pursglove for his intervention. **ACTION: clerk**

Councillors agreed to bring forward items 388ii and 390 and the minutes are presented in the order of the meeting, with items re-numbered accordingly.

Cllr Moss stepped away from the meeting and Cllr Chapple took the chair for the following item.

386.Planning NE/21/00139 FUL Development of land adjacent to Manor Farm, Cotterstock Road

Cllr Chapple referred to the report he had circulated. He noted that this development site is in the Neighbourhood Plan. The linear style of the housing is in keeping with expectation and the plans appear to have been drawn up with an eye to the Neighbourhood Plan. Concerns were expressed about the access. The road is narrow here and cars park along it. Visibility is poor. Cllr Chapple suggested a prescriptive reply setting out the traffic calming measures councillors would hope to see. The clerk was asked to highlight that the Highways plans do not include all nearby houses. All **AGREED** no objections with the access/traffic concerns set out in detail.

ACTION: clerk and DCh to agree the traffic/access request

Cllr Moss resumed the Chair

387.Flooding

387.1. A reply from Mr Richardson was read by the clerk, in which he agrees that access to the ditch in question can be given but stating that his heads of agreement set out that he will not be responsible for the maintenance of that ditch. A site visit confirmed that water collects in the corner of the field adjacent to this ditch and then moves very slowly down it due to the shallow gradient. The inspection chamber shows no blockages. The formation of an adequate bund between the ditch and 3 neighbouring properties is suggested. Contributions towards the cost of this will be sought. There was a suggestion that a ditch further up that field may need clearing and Cllr Moss agreed to inspect it. **ACTION: MM**

387.2. Cllr Moss was also asked to look again at the exit point for the ditch on Oundle Road which is also thought to be blocked. **ACTION: MM**

388. Playing Field update

388.1. The play area completion certificate has been signed off. FCC will pay supplier direct. There is a gap between the fencing and the security barrier at the pedestrian entrance to the car park and it was suggested that some sort of gate would be appropriate. NK to get a quote. Cashflow report shows adequate funding in place to finish. There may be access problems when the heavy vehicles deliver the sand for the sand-slitting operation scheduled for the Spring. Need to look at options.

ACTION: NK for fencing quote

388.2. Planning condition relating to surface water drainage has been signed off so technically the facility can now open. Will wait a while longer for:

- i New grass to grow in the play area. All equipment is set on rubber matting but surrounds are muddy
- ii Car park bays need better definition
- iii An emergency number is needed for the sign
- iv The PFA will decide at their meeting on the 23rd February when to open the car park as they will be responsible for the locking and unlocking of the barrier.

389.Finance

389.1. The year-to-date accounts (January 2021), including a bank reconciliation to 31.01.21 were **NOTED**. Cllr Stark will sign off the bank rec. **ACTION: RS**

389.2. The following receipts were **NOTED**.

Received from	Notes	Net cost (£)
HMRC	VAT	6,730.65

389.3 The following payments were APPROVED

Payee	Service provided	Net cost (£)	VAT (£)	Total cost (£)
The following amounts were paid in line with May 2020 minute 271: Carrick	Contract	1,711.82		1,711.82
E Holland	Clerk's salary February	180.80		180.80
HMRC	PAYE February	45.20		45.20
EON (DD)	Electricity supplies February	56.22	2.81	59.03
Scribe	Accounts software licence year to 31.3.2022	129.00	25.80	154.80
E Holland (clerk)	Zoom subscription	11.99	2.40	14.39
PWLB	Loan repayment (SO)	1,251.79		1,251.79
County Life (SO)	Deliveries January	23.84		23.84

390.Planning ENC draft local plan part 2

Cllr suggested he draw up a response which will be another opportunity to highlight Glaphorn's objections to the Cotterstock Road development planned at the Oundle/Glaphorn boundary. He will make the point that the plan fails the test of soundness as it has not been properly constructed with regard to this development site and alternatives were not properly considered. **ACTION Dch, ALL to review, agenda**

391.Speed signs

Cllr Knowles presented his report and recommendations. Councillors will consider how much signage they want in the village and the details of type and location. Cllrs Knowles and Moss will look for funding opportunities. **ACTION: all, NK, MM, agenda**

392. Election update

The key election dates have been circulated by email – nomination papers are due to ENC by 4pm 8th April. ENC have yet to publish their guidance but further information for everyone interested in standing is at <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-council-elections-england>

393. Windy Spire Update

Nothing to report

394. Other committees

- 394.1. The rural coordination group has not met again
- 394.2. JAG has not met again

395. Matters for future consideration

- 395.1. Review emergency plan – clerk is waiting to hear from Mr Kerr
ACTION: DCA to chase, agenda
- 395.2. Clerk’s appraisal and pay review – date set 29/3
ACTION: MM, DCa, clerk, April agenda
- 395.3. Year end reports including the asset register **MARCH agenda**
- 395.4. Dog waste bins **ACTION: clerk to get quotes, agenda**

396. Date of next meeting Wednesday 17th March 2021 19:30

Meeting closed 9pm

All reports are available from the clerk upon request.