

Glaphorn Parish Council

Parish Clerk: Liz Holland 20, Gordon Road, Oundle, PE8 4LD
Telephone: 07932 359489 Email: parish.clerk@glaphorn.org.uk

Draft MINUTES of the MEETING held on 28th April 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), Mr R Kerr for the Emergency Plan

414. Public Open Time

There were no members of the public present.

415. Accept apologies for absence

There were none.

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

There were none.

417. APPROVE the minutes

The minutes of the ordinary meeting on 17th March 2021 were **APPROVED**

418. Emergency plan

Mr Kerr was present to say that he had reviewed the plan and phoned round contacts referenced in it – all are willing to remain as such. He would like the support of the council in advertising for more help and some specific equipment that is needed. He said the revised plan needs submitting to the Northants Emergency co-ordinator.

ACTION: RK to send wording to DCa for the website and newsletter

ACTION: RK to submit the plan to the correct authority

419. Action log and matters arising

419.1. Action log update

- i Cllr Chapple will be on his new email address for the May meetings
- ii The repair to the road on Main Street following work by Anglian Water has been made good.

ACTION: clerk to write to thank Tom Pursglove for his intervention

- iii There has not been the promised follow up from the Environment Agency promised in their email to Tom Pursglove.

ACTION: clerk to write to Tom Pursglove to ask him to chase this further.

419.2. Cllr Moss congratulated the candidates who have been elected to the new council from May 2021. There will be one vacancy.

419.3. Meetings after May 6th are subject to a court hearing and no advice was available at the time of this meeting.

ACTION: clerk to advise once the situation is resolved

420. Playing Field update

420.1. Cllr Moss reported that £750 had been received from the Maude Elkington Charitable Trust and £1,500 awarded from NorthantsSports part of the Mick George fund. These will be received into the GPC accounts and used to buy items as requested by GPFA. The final part of the playing field contract - sand slitting - should begin this week. A discussion ensued about £1,000 gifted from the Village Hall funding allocation from the Parish Council, which the PFA thought was theirs to spend, had been used for general expenditure on the playing field project. It was concluded that GPC would be happy to consider a grant application from the PFA for funding to help them meet their revenue costs in the coming year.

420.2. The design for the playing field signs was chosen

420.3. The decision to put a gate in next to the car park barrier was **POSTPONED** whilst other options are considered. There have been requests for direct access to the bridleway from the car park to avoid having to go via the road. Cllr Knowles offered to speak to the landowners about the idea.

ACTION: NK

420.4. The clerk was asked to liaise with NNC about a bin in the car park.

ACTION: clerk

420.5. Cllr Moss asked everyone to think about what form an official opening should take and who to invite. Such an event is compulsory to satisfy the funders. Could it be linked to a school event? Or, should it be more of a village fete type of event run at a weekend.

ACTION: ALL

420.6. Receipt of the GPFA minutes from January and February was **NOTED**.

421. Finance

421.1. **NOTED** the year-to-date accounts (March 2021), including a bank reconciliation to 31.03.2021 with bank balances of £11,386. The clerk was asked to show Augean Fund receipts as a separate line in the accounts. **ACTION: clerk**

421.2. **The PROPOSAL to AGREE** the financial risk assessment for the playing field project reconciled to the March accounts was **ACCEPTED**.

421.3. The asset register was **AGREED** with a value of £277,152

421.4. The clerk reported verbally from the internal audit which had taken place earlier that day. The written report is to follow but she anticipated 3 items to be mentioned:

- i No general risk assessment had been carried out
- ii Powers to spend money were not noted in the minutes or accounts
- iii The website can be difficult to search.

421.5. The following receipts were **NOTED**

Received from	Notes	Net cost (£)
HMRC	VAT refund	3,206.41

421.6. The following payments were **APPROVED**

Payee	Service provided	Net cost (£)	VAT (£)	Total cost (£)
E Holland	Clerk's salary April	180.80		180.80
HMRC	PAYE April	45.20		45.20
EON (DD)	Electricity supplies to 31.3.21	55.60	2.78	58.38
Glaphorn Playing Field Assoc	Grant	500.00		500.00
ENC	Dog waste bin collection Aug 2020 – March 2021	31.09	6.22	37.31
E Holland (clerk)	Zoom subscription	11.99	2.40	14.39
2Commune	Website hosting & email addresses to 16.3.22	520.00	104.00	624.00
NCALC	Subscription	239.32		599.32
	Internal audit	350.00		
	Data protection officer	10.00		
County Life (SO)	Deliveries April	23.84		23.84

422. Planning

422.1. The clerk was asked to write to the CEO of NNC about the lack of response from Paul Bland to our queries on the status of the Neighbourhood Plan.

ACTION: clerk

422.2. Cllr Chapple agreed to write a report on the Neighbourhood Plan for the Annual Parish Meeting

ACTION: DCh

422.3. Applications:

- i **NO objections** to NE/21/00434 stall at Silver Birches, Main Street
- ii **NOTED** NE/21/000139 land adjacent to Manor Farm has been withdrawn

423. Windy Spire Update

Gardening volunteers have again been out tidying up. The grass is still being cut by a volunteer, so there has been no need for Turneys to do it. As this could change at any time, the contract with Turneys should stay in place.

424. Other committees

424.1. The rural coordination group minutes were **NOTED**. Cllr Chapple told councillors that he believed they may be asked to support a local traffic survey that Oundle Town Council are considering.

425. Matters for future consideration and matters from Councillors

- i) AGREE the year end accounts for submission to the external auditor (May)

426. Date of next meetings

- a) Wednesday May 19th 2021– the annual meeting followed by an ordinary meeting
- b) Wednesday 26th May – the annual parish meeting

The clerk left the meeting

427. **The PROPOSAL** to accept a recommendation on the clerk’s pay for 2021-22 was **APPROVED**. Clerk will be advanced to spinal point 14 at a rate of £12.00 per hour from the 1st April 2021.

Meeting closed 9pm

All reports are available from the clerk upon request.