

# Old Stratford Parish Council

## MINUTES OF THE ANNUAL MEETING OF OLD STRATFORD PARISH COUNCIL

Held on Tuesday 9<sup>th</sup> May 2017 at the Memorial Hall, 2 Deanshanger Road

### Present:

Cllrs Mr A Pateman (in the chair), Mr A Holloway, Mrs N Laurence, Ms K Morris, Mrs L Ritson, Mrs N Ryder, Mr R Smith & Mrs S Tait

Also present were Mr D Everett (Clerk), Cllrs Mr K Pritchard (SNC) and 2 members of the public

### 1. Election of Chairman

Proposed by Cllr Smith that Cllr Pateman continue as chairman and unanimously carried

### 2. Election of Vice Chairman

Proposed by Cllr Pateman that Cllr Laurence continue as Vice Chairman carried unanimously

### 3. Declaration of Acceptance (Min: 1 & 2)

Declarations of Acceptance duly signed

### 4. Apologies for Absence

Cllrs Mr C Carey (unwell), Mrs L Murgatroyd (family commitments) & Mr A Walker (NCC)(new council meeting after county elections)

### 5. Casual Vacancy by Co-Option

No application received

### 6. Members Declaration of Interest (for items on the Agenda)

None

### 7. Election of Working Groups and Representatives

<b>Planning:</b>	Full council
<b>Finance:</b>	Cllrs Pateman, Laurence, Morris, Holloway and Smith
<b>General Purpose:</b>	Cllrs Pateman, Morris, Ryder and Carey
<b>Scrutiny:</b>	Cllrs Pateman, Laurence, Carey and Smith
<b>Transport Representative:</b>	Cllr Holloway (and the clerk)
<b>Pocket Park:</b>	The clerk
<b>Passenham United Charities:</b>	Cllr Ritson (awaits confirmation)
<b>Parish Path Warden:</b>	Cllr Laurence
<b>Whalley's Charity:</b>	The clerk
<b>School Governor:</b>	-

**Parish Charity (Community Hall):** Cllr Holloway

**RESOLVED** That where appropriate and subject to agreed conditions, the clerk would continue to act and deal with matters under Delegated Powers which would be reported to the Chairman (or Vice Chairman) and at the next meeting of the council

### 8. Adoption of Standing Orders (as amended), Revised Code of Conduct, Financial Regulations & Risk Assessment and Asset Register for 2017/2018

Standing Orders, Code of Conduct, Financial Regulations & Risk Assessment and Asset Register reviewed and amendment where appropriate and were formally adopted for 2017/2018

### 9. To Sign and Approve Minutes of the Meeting dated Tuesday 11<sup>th</sup> April 2017

Minute of the Meeting held 11<sup>th</sup> April 2017 was signed as true record

## **10. Matters Arising from the Minutes (for information only)**

### **(a) Village Projects - update Minute 5(a)**

Awaits approval after County Elections (& a local election)

### **(b) NCC Lighting Towcester & London Road Minute 5(c)**

Missing signage still pending after further reminder despite assurances

\* Response from NCC re original plans of signage and Q Balfour Beatty re issue with low energy lanterns > previously circulated

### **(c) Tree Planting in Memory of former Cllr MacDonald Minute 5(d)**

Tree ordered – at nursery > planting and watering to be arranged (metal surround ordered)

\* Mrs MacDonald advised

### **(d) Northamptonshire Community Direct issues Minute 5(e)**

P&CC meeting 18 April at Wooton Hall attended by Cllrs Pateman & Carey who spoke on the item

\* Local Police meeting TBA > Chairman deals

### **(e) Blackhorse Balancing Pond and POS Minute 5(f)**

H&S Risk assessment carried out by Cllr Pateman > report circulated

Also circulated was a CIRIA article about risk management and discussed at length

\* **RESOLVED** to approve and send to Persimmon Homes

### **(f) Highway Tracker Minute 5(h)**

Now to form part of the amended Outstanding Activities

\* discussed as no updates obvious > deferred to next meeting

## **11. To Accept the Minutes of the Annual Open Meeting held 25<sup>th</sup> April 2017 as a true record**

\* Contents of reports submitted discussed > no outstanding issues

## **12. Public Speaking Time (Meeting closed for this item)**

Issues at Knotwood Farm outlined and discussed

## **13. District & County Councillor Reports**

### **(a) Cllr Pritchard (SNC)**

SNC Friday Fare > previously circulated re local funding issues; s106 (£95K for health and others) updates; SNC Funding 35% to be agreed shortly for OSPC application; NHB panel 22 May for OSPC application; Elections structure and suggested a 'to-do- list' for the coming year

### **(b) Cllr Walker (NCC)**

No reports (new CCllrs meeting this day)

## **14. Planning**

### **(a) Applications Received**

**S/2017/0994/FUL** Construction of summer house 40 Cosgrove Road

\* No observations

**S/2017/1029/FUL** Replacement side and main gates Firs Farm 27 London Road

**S/2017/1030/LBC** Replacement side and main gates Firs Farm 27 London Road

\* No objections

**S/2017/1121/FUL** proposed single storey side extension 46 Oxfield Park Drive

\* Only observation it is 'next to a public footpath'

**(b) Decision Notices**

- **Passenham Gravel** Inspectors Report March 2017 now published confirms the exclusion of Ham Meadow from the Northamptonshire Minerals & Waste Local Plan (decision previously circulated)

\* Noted > copy of relevant report to Cllr Ritson

**(c) Enforcement / Appeals**

None

**15. Press Notices**

None

**16. Correspondence (list at the meeting)**

**\* (a) SNC Non-Domestic Rates**

Memorial Hall & Playing Field Non-Domestic Rate demand Rate

\* Exemption applied for (no longer automatic) and approved

**(b) Passenham Gravel**

Site meeting 18<sup>th</sup> May @ 2pm circulated

**(c) New Resident E-mail re Allotments**

Requested to be put on the list and seeks 'social interaction' > noted

**17. Finance**

**(a) To note budgetary control to date (End of Year Running Balance attached to Agenda)**

**(b) To note Current State of Finance (as of 2<sup>nd</sup> May 2017)**

Treasurer's a/c:	£193.43
Business Inst a/c:	£65,938.59 (+ ½ precept)
Earmarked Reserves:	£45,736.14
<b>Available Capital:</b>	<b>£20,395.88 (excluding ERs)</b>

Proposed by Cllr Pateman seconded Cllr Laurence and unanimously carried for approval

**(c) The Payment of outstanding accounts listed below**

002859	Clerks Salary:	£764.00
002860	HMRC:	£191.00
002861	Petty Cash:	£123.70 (+ mileage (LP) & Norton FW renewal)
002862	Cleaner:	£60.00 (MH)
002863	NJ Blackwell:	£895.38 (Mowing)
002864	Aylesbury Mains:	£116.40 (PL Repairs)
002865	AH Contracts:	£178.56 (Environmental Contract Apr)
002866	ACS:	£10.00 (MH Windows)
002867	E.ON:	£196.60 (MH - energy)
002868	Canon (UK):	£83.75 (Equip Hire)
002869	Viking:	£79.92 (MH Supplies)
002870	Club Tech:	£45.00 (PC Support / change E-mail address)
002871	OSCH:	£3,250.00 (s137 Annual donation > CH support)

**(d) To adopt end of year accounts for Audit**

End of Year Accounts ending 31<sup>st</sup> March 2017 presented signed and formally adopted along with R&P book and necessary accompanying documents

Internal Audit due 14<sup>th</sup> June prior to submission by 19<sup>th</sup> June

## **18. Street Lighting**

(a) NHB grant awaits 50% / 50% **RESOLVED** to approve go ahead (OSPC funds available)  
Cllr Holloway gave an update > start date soon

## **19. Highways**

(a) Xroad issues subsidence/breaking up > again reported Street Doctor 868329

(b) Falcon Drive alongside Autorama > contractor instructed to spray weeds prior to re seeding wild flowers. Adjacent responsibility unconfirmed (LR enquiry)

(c) OS RAB weed growth Towcester Road > RAB danger > HE (again)

(d) Manorfields Road street sign obstructed

(e) Cllr Laurence (FPW) updated NCC request re use of fps > discussed

## **20. Councillor Questions and Items for Next Agenda**

(a) Knotwood Farm issues discussed, action advised and agreed

(b) Cllr Smith wished the minutes show appreciation for Chairman's Risk report

(c) Community Hall issues > next Agenda

(d) Environmental Issues to > next Agenda

(e) Dogs in play area despite signage (No Bylaw > advice given)

## **21. Date of Next Meetings**

Tuesday 13<sup>th</sup> June 2017 commencing at 7.30pm

With no other business the meeting closed at 9pm

**Old Stratford Parish Council  
Outstanding Activities  
May 2017**

<b>Date</b>	<b>Item</b>	<b>Parish Action</b>	<b>Action by Others</b>
Ongoing	<b>Council Surgeries</b>	District Cllr / OSPC	<b>Cllr Pritchard to continue Bi-monthly &gt; web/nb</b>
Ongoing	<b>Allotments</b>	Allocation agreed Blackhorse Field	<b>Allotments committee to be agreed soon</b>
Expand Tracker	<b>Highway Issues Pot holes HGV traffic</b>	<b>Highway Tracker</b> Continual review Monitored	<b>Faults and complaints noted Some patching repairs HGV traffic &lt;&gt; Letters to hauliers. MKC assistance?</b>
Ongoing	<b>Blocked drains</b>	When required	<b>Monitoring</b>
Hold	<b>Speed complaint SIDs  Passenham</b>	Permanent power SIDs Passenham speed thro' 30mph 'One Way?' proposed	<b>Being investigated Previous Police enforcement  Supported by OSPC awaits</b>
Highways Tracker	<b>Towcester Road Towcester Road Lay-by o/s village shop</b>	> verge repairs- ongoing <i>NCC Budget cuts had reduced funding for local projects?</i>	<b>Maintenance requested Bollards installed NCC / OSPC Lay-by promoted Funding sought Awaits resolution</b>
Ongoing	<b>Dog Fouling Litter</b>	<i>Continues on verges and Playing Field - better</i>	<b>Monitor after additional signs in place &gt; ongoing (Newsletters)</b>
Review	<b>Post Office</b>	Clerk had liaised support with Bridge Stores re 'return' of PO	<b>Positive response awaits outcome with PO (negative) - Still No progress despite shop expansion</b>
Feb 17	<b>St Guthlac's</b>	Churchyard maintenance	<b>Tree work completed - front Wall rebuild complete Maintenance will be ongoing</b>