

Old Stratford Parish Council

MINUTES OF THE ANNUAL MEETING OF OLD STRATFORD PARISH COUNCIL

Held on Tuesday 14th May 2019 at the Memorial Hall, 2 Deanshanger Road

Present:

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

Also present were Mr D Everett (Clerk) & Cllr Mr K Pritchard (SNC) & 1 member of the public

1. Election of Chairman for the coming year

Proposed by Cllr Laurence seconded by Cllr Smith that Cllr Pateman continue as elected chairman
Unanimously carried

2. Election of Vice Chairman

Cllr Laurence was unanimously re-elected as Vice Chairman

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

To be completed before the next meeting

4. Apologies for Absence

Cllrs Mr C Carey (family commitment), Mrs L Murgatroyd (family bereavement), Mr A Pateman (away), Mrs L Ritson (family commitments) & Mr A Walker (NCC) (AOM elsewhere – noted)

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

None

6. Election of Working Groups and Representatives

Planning:	Full council
Finance:	Cllrs Pateman, Laurence, Morris, Holloway and Smith
General Purpose:	Cllrs Pateman, Morris, Ryder and Carey
Scrutiny:	Cllrs Pateman, Laurence, Carey and Smith
Transport/Highways:	Cllrs Holloway, Ryder & Smith
Pocket Park:	The clerk
Passenham United Charities:	Cllr Ritson (awaits confirmation)
Parish Path Warden:	Cllr Laurence
Whalley's Charity:	The clerk
School Governors:	Cllr Tait (liaison)
Parish Charity (Community Hall):	Cllr Smith

* **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

7. Adoption of Standing Orders (as amended), Revised Code of Conduct, Financial Regulations & Risk Assessment; Fixed Asset Register for 2019/2020: Complaints procedure; Freedom of Information Procedure; Terms of Reference for GDPR (DPO) Service and Internal Auditor

8. To Accept the Minutes of the Annual Open Meeting held 23rd April 2019

Amended with 3 additional items to any other business to reflect comments made, including excess speed Deanshanger Road; Pedestrian barriers at the river bridge and parking in OS generally

9. Matters Arising from the Annual Open Meeting

Seat in Deanshanger Road was a previous request > already dealt with by OSIB

10. To Sign and Approve Minutes of the Meeting dated Wednesday 9th April 2019

Minutes of the Meeting held 9th April 2019 were signed as true record

11. Clerks Report

- Allotments update > Plots allocated
- Report on the additional use of the Memorial Hall – report outlined with Wednesdays from 11am preferred after floor repairs (Cafe user to advise details – CRB checks etc) discussed
- Pole transformer > History and where as a PC we are at latest position. Chairs comments read > awaits SNC final appraisal
- * Cllr Holloway proposed refusal to accept POS > discussed and deferred
- Balancing pond > clarification on RoSPA report and current position > discussed
- Towcester Road verges > turfing issues and bollards?
- New dog bins Blackhorse not emptied by developer > **RESOLVED** PC contractor to deal

12. Public Speaking Time (this is limited to 15 minutes)

Nothing further on MH use – resident happy with outcome, thanked members and left the meeting

13. District and County Councillor Reports

(a) Cllr Pritchard (SNC)

Unitary now 2021 with interim shadow elections 2020 (including PCs) and gave latest advice on structures for WNC (93 Cllrs and allocation of NCC/District > Unitary ;Community funding and split with Cherwell finalised by June; spoke on outstanding issues being dealt with

(b) Cllr Walker (NCC)

No reports

14. Correspondence received since last meeting (list at the meeting)

(a) Dickens Drive resident

Complaint re neighbour's summerhouse

* Reply and advice sent

(b) N/CALC

Annual membership fees / Internal Audit Service + DPO service

* **RESOLVED** to approve

(c) SNC

Notice of CiL payment re 25 Deanshanger Road > awaits payment

* Also regulation 62A monitoring forum re spend (end of financial year) > clerk deals

(d) HMRC

Making tax digital > OSPC are not vat registered therefore not affected 2019/20 and beyond

* noted for file

(e) SNVB

Connecting the Communities Event Tuesday 21st May 2019 11am – 2pm The Forum, Towcester

* Circulated

(f) SNC

European elections confirmed > Memorial Hall 23 May 7am – 10pm

(g) Amberol quote re OSIB

Clerk to check existing NHB applications OR **RESOLVED** to finance with from existing funds

(h) N/CALC

West Northants Local Council Forum 10 – 12 noon 19 June @ Bugbrook

* Probably duplicated by next SNC Clerks forum Tuesday 16th July at Towcester > clerk deals

15 Monthly roundup and issues from each councillor

- (a) Cllr Allin** > Allotments; Xmas tree Swan & OSIB
- (b) Cllr Carey** > x
- (c) Cllr Holloway** > MH Defibs (Training); CC and Paola cafe?
- (d) Cllr Laurence** > First responders - Donation in principle agreed > Next Agenda
- (e) Cllr Murgatroyd** > x
- (f) Cllr Morris** > Outstanding issues; Bench
- (g) Cllr Ritson** > x
- (h) Cllr Ryder** > Parking & play area safety (Chapmans Drive climbing frame)
- (i) Cllr Smith** > HE update; shop issues; OSCH grant app (+ area lease) defib donation
- (j) Cllr Tait** > Dog warden visit arranged
- (k) Chairman's Report** > reports in absences

Cllr Pritchard gave apologies and left the meeting

16. Planning

(a) Applications Received

S/2019/0732/FUL Replace existing conservatory with single storey rear extension 5 Oxfield Pk Dr

* No objections

S/2019/0839/FUL Change of use from annex to 2 bed dwelling and division of land 15 Wharf Ln

* **OBJECTION** does not meet highway standards or for the access for the division of land for a separate dwelling

S/2019/0851/FUL Conversion of outbuilding to holiday let Shrobb Lodge

* Observation: Restriction on holiday letting and access route is a public RoW

(b) Decision Notices

(c) Enforcement / Appeals

(d) Press Notices

17. Finance

(a) The Council to approve budgetary control to date (attached to the Agenda)

* **RESOLVED** to approve budgetary control by unanimous decision

(b) To Approve Current State of Finance

Treasurer's a/c:	£692.18
Business Inst a/c:	£74,931.48 (Incl ½ precept)
Earmarked Reserves:	£55,854.78
Available Capital:	£19,768.88

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

(c) To Approve Accounts for Payment (list of outstanding accounts at the meeting)

003197	Clerks Salary:	£796.00
003198	HMRC:	£199.00

003199	Petty Cash:	£117.36 (Incl Norton)
003200	Cleaner:	£60.00 (MH cleaning)
003201	Litter Pick (CH)	£80.00 (CH Play Area & Playing Field)(April/May)*
003202	DNH Contracts:	£154.56 (Environmental Contract)
003203	ACS:	£20.00 (MH Windows Mar/Apr)
003204	NJ Blackwell:	£3,395.58 (Mowing March + POS Maint Oxfield)
003205	Aylesbury Mains:	£725.64 (PL repairs + DNO service Oxfield Pk Dr)
003206	E-ON:	£286.13 (MH Energy)
003207	Canon:	£83.75 (Equip Hire)
003208	N/CALC:	£959.82 (Annual Subs/Int Audit/DPO fees)(Min:14(b))
003209	Odell & Co:	£145.34 (Allotment security OSIB Spring Flowers)
003210	OSCH:	£3,250.00 (Annual s137 Donation users support)

Note * Chq 3187 (April) had been returned as uncashed?

18. Street Lighting

PL6 Cosgrove Road lamp cowl on ground base of column

19. Highways

- (a) Bin storage o/s Arnold Cottages other than collection day
- (b) Request Safety Audit for London Road river bridge due to increased traffic, HGVs and cyclists. AOM request for pedestrian barriers (Separate footbridge considered in the past)

20. Councillor Questions and Items for Next Agenda

- (a) Shop extension – food hygiene certificate and litter issues

21. Date of Next Meeting

Tuesday 11th June 2019 commencing at 7.30pm

With no other business the meeting closed at 9.45pm

**Old Stratford Parish Council
Outstanding Activities
May 2019**

Date	Item	Parish Action	Action by Others
Projects	PL Upgrade Planters Canal fencing	Completed Sept 2017 Siting completed ongoing OSIB (OS in Bloom) Deanshanger Road	NHB grant + ER completed SNC/OSPC grant completed - others to follow Old Metal fencing Under review
Ongoing	Council Surgeries	District Cllr / OSPC	Cllr Pritchard continues Bi-monthly for 2019 > web/nb
Ongoing	Allotments	Allocation agreed	Allotments committee formed Allotments > OSPC
Expand Tracker	Highway Issues Pot holes HGV traffic	> Highway Tracker Continual review Monitored	Faults and complaints noted Some patching repairs only HGV traffic <> Letters to hauliers. MKC assist – resent
Ongoing	Blocked drains	When required	Monitoring (River bridge)
Hold	Speed complaint SIDs Passenham	Permanent power SIDs? Passenham speed thro' 30 'One Way?' proposed	Being investigated Previous Police enforcement NFA (SID in place) Supported by OSPC awaits
Highways Tracker	Towcester Road Bus Stop obst'n RAB Parking Regs	> verge repairs OSPC to consider remedy (Report to NCC highways) Markings requested HE funded scheme Cedar Close & others Manorfields/Mounthill & Deanshanger Road end	Maintenance carried out but already damaged by residents and delivery vehicles <i>resolution sought</i> NCC Small works agreed? Improvements completed some safety issues remain > A508 Only Cedar Close approved Cosgrove Road enforcement requested
Ongoing	Dog Fouling Litter	<i>Continues on verges and Playing Field - better</i>	Monitor after additional signs in place > ongoing (Newsletters)
Review	Post Office	Clerk had liaised support with Bridge Stores re 'return' of PO * Now Londris (supports)	Positive response awaits outcome with PO (negative) - Still No progress despite shop expansion Request for PO counter
Ongoing	St Guthlac's	Churchyard maintenance (In addition to regular mowing)	Tree work completed - front Wall rebuild completed Maintenance is reviewed
Ongoing	Balancing Pond Blackhorse Dr Hall Close	Safety issues resolved by RoSPA report Old Canal issues	Management Scheme tba NFA > Awaits SNC advice