

Minutes of Abthorpe Parish Council Meeting held on Monday, 15 May 2017 at 7:45 pm in the Old School, Abthorpe

Present: Councillors: M Perrigo (Chairman), Cllrs: K Fenwick (acting Chair for hand over),
A Hammon, M Hulbert.
Acting Clerk K Fenwick

1. To receive and approve apologies for absence.

Cllr J Ford Cordes apologised for absence due to a previous commitment. The apology was accepted.

2. Members' declaration of interest for items on the agenda.

There were no declarations of interest tendered.

3. Acceptance of the minutes of previous meeting

Reference to "village community" in the list of Action Points was corrected to read Old School Committee. There being no further discrepancies within the minutes, they were unanimously accepted by Council and signed by the former Chairman. Cllr Fenwick, acting as Chairman for this hand over and acting as Temporary Clerk to the Council, retained the signed copy for filing.

4. Matters arising from the minutes

Action No.	Action	Action taken for this meeting
Sept 2016 – 003	To monitor reopening of path now remedial work complete.	K Fenwick reported that some remedial work on path/gullies has been carried out, so he hoped the paths will be reopened soon. Action Ongoing
Dec 2016 – 012	Clerk to speak to Aon to enquire of insurance Cover for mower whilst on highway.	Aon will not extend cover unless the mower is registered with DVLC. The Clerk had spoken to NCalc who indicated 3 options: 1. To register mower with DVLC 2. To push the mower across the road 3. To place a warning to users. Cllr Hammon advised that insurance should be available with registration of a chassis number only and that registration was required if it was used in any public space. He also advised that DVLC registration was needed for use in a public space. Cllr Hulbert pointed out that the likely purchase of a new mower in the near future would include sufficient cover. It was agreed to investigate whether there is a policy with a company that covers access to a public space. Meanwhile Mr Berry had put a safety warning on the mower rota for users. Action Ongoing
Jan 2017 – 002	Clerk to contact Environmental Health at SNC to ask if Septic Tank was ever fitted as required under Planning Application S/2009/0667/P	Cllr Fenwick spoke with Wayne Campbell who said he would follow up the matter. Action Ongoing.
Jan 2017 - 006	Street Lighting replacement.	Aylesbury Main will come out and inspect existing lights in order to give a better quote. There is a charge of approx. £200.00 for this. All the information gathered to date about the costs and effectiveness of different lighting solutions are to be drawn into one short summary for consideration at the next meeting. Action Ongoing

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Jan 2017 - 007	Clerk had submitted PC's ideas for desirable works to Community Enhancement Gang .	Rebecca Miller had put the Council's request on the list of works to be considered. Action Discharged.
Jan 2017 – 009	Chairman to speak to Web master to resolve access issues.	Cllr Fenwick had discussed issue and confirmed it can be resolved under his membership of Abthorpe Broadband Association. Action Discharged.
Jan 2017 – 010	Clerk to take the minutes of meetings from 2009 – 2016 to the Northamptonshire Records Office.	Cllr Fenwick to retrieve hard copies after the late Clerk's funeral and lodge these with Archives Office. Action Ongoing
Mar 2017 – 001	Chairman to discuss with Parish Clerk about the download of data from the Speed sign onto the Parish Laptop.	Cllr Fenwick now has laptop. Action Ongoing
Mar 2017 – 004	Parish Clerk to write a letter of support to the Community Funding Panel, SNC	Action Discharged
Mar 2017 – 005	Parish Clerk to write a letter to village community regarding the concerns for the maintenance of the Village Hall before a refurbishment project is scheduled.	Action Discharged

5. Planning

Application No. S/2017/0756/FUL Proposal: Heighten boundary wall
 Location: Stone Barn, School Lane, Abthorpe, NN12 8QT
 The Council had no comment to make

6. Finance

6.1 Cash in the Bank (as at 24 Feb 2017)

Treasurers Account	£5408.40
30 Day Business Acct	£3876.59
Petty Cash	-£1.12

Cllr Fenwick reported that:

- the annual Precept had been received.
- payment from Solar was awaited by SNC

6.2 Invoices for Payment

6.3.1	R Carter	Salary (Apr) [£1450pa]	£100	
6.3.2	HMRC	PAYE (Jan, Feb, Mar)	£25	
6.3.3	E.on	Unmetered supply	£163.95	
6.3.4	E.on	Street lighting maintenance	£77.54	
6.3.5	SNVB	Abtalk	£85	
6.3.6	NCalc	Annual Subscription	£327.02	
6.3.7	Abthorpe Old School	Annual rent	£100	
6.3.8	SNVB	Printing for Annual Parish Meeting	£10	
6.3.9	Local Councils update	Clerks and Councils Direct	£75	
6.3.10	Aon	Annual Insurance	£439.04	

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It was agreed that all invoices to be paid.

Cllr Perrigo to authorise online payments entered by Cllr Fenwick.

Cllr Perrigo to investigate online process for removal of Clerk's authority on online Bank account and initiate as appropriate.

7. Specific Items For Discussion

- 7.1 Defibrillator
Cllr Hammon to replace pencil which is missing.
- 7.2 Speed Sign
Still working. Someone to be identified to operate the Towcester end of village sign in place of the former Clerk.
- 7.3 Street Lighting Replacement
Summary of costs and benefits to be considered at next meeting.
- 7.4 Review and minuting of acceptance of Risk Assessment Document AB008
Accepted and Minuted. Action Completed.
- 7.5 Review and minuting of acceptance of Asset Register Document AB009
Not completed earlier as Clerk was away.
S.4.1 amended to reflect what we will do.
S.9.2 ditto
Cllr Hulbert advised that the Defibrillator was not on the Assets Register. The War Memorial, however is on the Asset register for insurance purposes at both the Church and P Council. It was agreed to remove the asset from the PC insurance at renewal.
ACTION required for next meeting - Revise Assets Register.
- 7.6 Acceptance and minuting of acceptance of interim Audit
Accepted and Minuted.
- 7.7 Use of Village Green on Saturday 26th August for village event.
It was unanimously agreed to accept the request for the use of the village green, but Cllr Hulbert requested that the organisers be asked to submit the request in writing for the record.

8. Correspondence

No significant items. Circulars to be circulated.

9. Any Other Competent Business

There being no other competent business, the meeting closed at 20.42.

Signed

Date

(Abthorpe Parish Council Chairman)