

Minutes of Abthorpe Parish Council Meeting held on Monday, 4 September 2017 at  
7:45pm in the Old School, Abthorpe

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Present: Councillors: J Ford-Cordes (in the Chair), K Fenwick (acting Clerk), M Berry, M Hulbert, A Hammon.  
Two village residents.

**1 To receive and approve apologies for absence.**

Cllrs Perrigo and Cambray apologised for absence due to holiday and other commitments respectively.  
The apologies were accepted.

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

There were no declarations of interest.

**3 Acceptance of the minutes of meeting on 24<sup>th</sup> July.**

These were accepted and signed.

**4 Matters arising from the minutes**

Action No.	Description	Action
Jan 2017 – 002	Clerk to contact Environmental Health at SNC to ask if Septic Tank was ever fitted as required under Planning Application S/2009/0657/P	This has been raised with SNC planning. Ref MON/2017/0165. Now covered by Appeal against refusal to extend the site. 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 and lodge these with Archives Office. Waiting response from Archive office for an appointment. Action Ongoing.
Mar 2017 – 001	Clerk to arrange to download of data from the Speed sign onto the Parish Laptop.	Action Ongoing
Jun 2017 - 001	Clarification of October quote from Eon, including capital and maintenance charges, is required	Updated quote received. See item 8.3 below. Discharged.
Jun 2017 - 002	Terms and conditions of the SNC grant to be provided, including validity and drawdown method.	Offer is valid for 2 years. Claim on SNC after installation. VAT to be reclaimed separately. Action discharged.
July 2017 – 001	Annual Audit	Documents submitted. See item 6.3. Action discharged.
July 2017 – 002	Appointment of clerk	See item 7. Action discharged.
July 2017 – 003	Mower replacements	See item 6.4. Action discharged.

**5 Planning**

**5.1 Fell sycamore tree, Leeson House, ref S/2017/1904/TPO.**

No comment was made by the Council

**5.2 Mini Farm – an appeal has been lodged. See**

<http://snc.planning-register.co.uk/plandisp.aspx?recno=93619>

It was agreed to prepare observations on the Appeal. The Clerk is in consultation with Bradden and Slapton Parish Meeting chairmen. Concerns include the change of use of the land, the size of the site, further extension to the site to accommodate the vehicles already occupying the appeal site. **Action Sep 2017 – 001 Clerk to circulate paper listing observations.**

**5.3 Draft local plan.** Clerk to circulate details. **Action Sep 2017 - 002**

**6 Finance**

**6.1 Cash in the Bank (as at 18 July 2017)**

Treasurers Account	£7036.36
30 Day Business Acct	£3877.54
Petty Cash	£18.48

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## 6.2 Invoices for Payment

6.3.1	NCALC	Clerk's Training Course (Advance authorisation)	£175.00
6.3.2	K Fenwick	Abtalk Printing (Texprep)	£94.70

It was agreed to pay these invoices when they are set up online. NCALC will invoice after the training course has taken place.

The Clerk had received an email from South Northants Neighbourhood Watch asking for a subscription. As there is no evidence that any subscription has been paid previously it was agreed to ignore this.

## 6.3 Annual Audit

The auditors queried the payments for the Solar Farm and appear satisfied with the result. They also asked why the expenditure on the cabinet for the defibrillator did not result in an increase in the asset's value. Although it was explained that the asset was fully valued in 2015-2016, they are proposing to qualify the audit for 2016-17 with the comment that the payment was outstanding at the end of the year being audited. This has been explained a second time. The auditor's response is awaited.

6.4 **Mower replacement** – Cllrs Cambray and Fenwick met Philip Berry and Roger Tolson to review the available models from which the Husqvarna Rider 214TC was selected. Northampton based Garden Machines Ltd have quoted £2337.50 (£2805 inc VAT) delivered. Cllr Ford-Cordes proposed this to be purchased as soon as possible. Cllr Hulbert seconded this. Payment to be made by online bank transfer. In addition it was agreed to pay the Registration Fee of £65. Purchase to be funded from Solar Farm money. No trade in for the existing model is available. Council agreed that it could be disposed to anyone willing to take it.

6.5 **Purchase of new seat for the village green** – Streetmaster (as advertised in *Clerks and Councils Direct*) have given a budgetary price of £750, excluding VAT but including delivery, for a Cavendish seat, a heavyweight model which is suitable for the Green. It was agreed to consider this in due course.

6.6 **Allocation of remaining Solar Farm money.** The clerk circulated outline figures which indicated the funds currently available and how much working capital was needed, taking into account the time phasing of expenditure and grant and VAT recovery. While this indicated there is about £3,000 unallocated, this may not be available until part way through 2018. A full review of the year's expenditure against budget is due at the next meeting. This should include a time-phased cash flow analysis. **Action Sep 17 - 003**

## 7 Appointment of Clerk

Cllrs Perrigo and Ford-Cordes selected Mrs Tina Emerton from the two applicants for the post. The Council agreed to this appointment to take effect from the middle of September when Mrs Emerton returns from holiday. A contract of employment will be put in place.

## 8 Specific Items For Discussion

8.1 **Defibrillator** – Cllr Hammon reported that it was working.

8.2 **Speed sign** – this is now at the Towcester end of village.

8.3 **Street light replacement** – An updated quotation has been received showing the total cost to be £7,200 against the grant offered of £6,210. 15W or 20W lights are offered as the most suitable for village streets. The Council will have to pay for the work and then reclaim the cost from SNC and the VAT from HMRC. It was agreed in principle to proceed with replacement in two tranches. A firm quote with timescale to be presented at the next meeting. **Action Sep 2017 – 004.**

8.4 **Insurance** – a letter has been received from AON stating that it is withdrawing from the public authority insurance market. Cllr Hammon mentioned Zurich as a possible insurer. Action will be needed before existing policy runs out in June 2018. Action to be taken by the Clerk early in 2018.

## 9 Correspondence

Regular items were put in the circulation folder.

**10 Any Other Competent Business**

Recent repairs in Brackley Lane involved 5 contractors. The pothole outside No.6 was filled reluctantly.

Photographic evidence was provided by a village resident of inappropriate parking on the village green which was damaging the grass. It was agreed to investigate suitable signs to discourage parking on the village green.

There being no other competent business, the meeting closed at 20.45.

Signed

Date

Abthorpe Parish Council Chairman

Dates of future meetings

16<sup>th</sup> October

27<sup>th</sup> November

8<sup>th</sup> January 2018

19<sup>th</sup> February

2<sup>nd</sup> April

14<sup>th</sup> May – Annual Parish Meeting

21<sup>st</sup> May – Parish Council AGM and ordinary meeting