

Minutes of Abthorpe Parish Council Meeting held on Monday, 19 December 2016 at 7:45 pm in the Old School, Abthorpe

Present: Councillors: K Fenwick (Chairman), Cllr J Ford-Cordes, M Hulbert, A Hammon,
M Perrigo, D Cambray, M Berry
Clerk B Carter

1. To receive and approve apologies for absence.

There were no apologies as all Councillors were present.

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

Cllr Hulbert expressed an interest in Item 6.2 - Repayment of TADD Membership.

3. Acceptance of the minutes of previous meeting

The Clerk had posted copies of the minutes of the meeting held 7 November 2016 via the web and distributed to Councillors electronically.

It was stated that Cllr Ford-Cordes name had been misspelt but the error was not found.

On page 4 reference made to Section 136 monies. This should read Section 137 monies.

There were no other discrepancies within the minutes and they were accepted and signed by the Chairman.

4. Matters arising from the minutes

Action No.	Action	Action taken for this meeting
Sept 2016 – 002	Cllr Perrigo agreed to speak to Grand Union Housing Association regarding the maintenance of the hedge	No longer under the control of Abthorpe Parish Council. Action discharged
Sept 2016 – 003	Clerk to contact Rights of Way Officer and ask for a timetable for opening the path.	Cllr Berry has received an unsatisfactory response from Colin Wicks, (RoW Officer) Clerk received a response that no physical work was to be undertaken and the path left to recover. <u>New Action Dec 2016 – 001 Clerk to write to Forestry Commission Ranger to request some action.</u> Action On-going
Nov 2016 – 001	Clerk to enquire of E-on if the quote has been correctly interpreted and and will there be a maintenance charge and will the supply charge be less	Clerk has confirmed that both maintenance charge and supply charge from Eon will be reduced. Clerk spoke to Silverstone's Parish Clerk who recommended speaking to their electricity apparatus supplier. Quote from this company have been received and distributed. See Item 7.4 Action discharged
Nov2016 – 002	Councillors to look at the effectiveness of the light at the corner of Brackley Lane and Stanhill Row in comparison with the existing lights	Several comments received regarding the brightness of the lanterns. See Item 7.4 Action discharged

Minutes of Abthorpe Parish Council Meeting held on
Monday, 19 December 2016 at 7:45 pm in the Old School, Abthorpe

5. Planning

5.1 Proposed Stopping Up of Highway at Wappenham Road, Abthorpe – APP/Z2830/A/14/2228877

Notification had been received from the Department for Transport under the Town and Country Planning Act 1990-Section 247 for the proposed stopping up of highway at Wappenham Road, Abthorpe, South Northamptonshire. OS Grid Reference: E:464945 N: 246451.

This order covers the irregular shaped north western part width of Wappenham Road commencing from the eastern boundary of n° 38 Wappenham Road extending in a generally south westerly direction for a distance of 20.8 metres and having a maximum width of 4.5 metres.

During discussion it was pointed out that in June 2014, a planning application, (S/2014/0702/FUL), was submitted to South Northants Council seeking permission to build a front extension and widen the (then existing), vehicular access and driveway and change the use of the verge to residential garden. The Parish Council objected to the transfer of the roadway to residential garden on the grounds of safety and disruption to the vision splay. The planning application in 2014 was refused permission by SNC, but was accepted under appeal. During discussions, reference was made to the original Dedication Agreement between the then owner and NCC dated 1 February 1966, a copy of which is held by the Parish Clerk. It was agreed that the Clerk would reiterate its objections officially to the Department for Transport.

New Action Dec 2016 – 002 Clerk to submit the Councils objections to the stopping up order.

- 5.2 Application No: S/2016/3060/FUL**
Proposal : Change of use from agricultural land to equestrian use and retention of two field shelters (retrospective)
Location : Land at the end of Brackley Lane

Following discussion it was agreed not to make comment on this application.

New Action Dec 2016 – 003 Clerk to submit the Councils comments to SNC.

6. Finance

6.1 Cash in bank		
	Treasurers Account (as at 18 December 2016)	£4,562.15
	30 Day Business Account (as at 25 September 2016)	£3,876.11
	Petty Cash	£ 2.36

6.2 Bills for Payment:

SNVB	£102.00	Printing of Abtalk (Nov 2016)	Rdy for paym't	
R L Carter	£220.00	Salary (Oct, Nov Dec 16)	Rdy for paym't	
HMRC	£55.00	PAYE (Oct, Nov Dec 16)	Rdy for paym't	
E-on	£77.54	Maintenance til Dec 2016	Rdy for paym't	

6.3 Section 137 payments

It was agreed to make the following payments by cheque

St John the Baptiste PCC	£	50.00 (Chq No 000561)
Voice (Victim Support)	£	50.00 (Chq No 000562)
Warwick & Northants Air Ambulance	£	50.00 (Chq No 000563)

Repayment of thirteen TADD membership fees £ 210.00 (Chq No 564)
 (Cheque to be made payable to the Chairman, and cash distributed to TADD members by the Clerk)

Minutes of Abthorpe Parish Council Meeting held on
Monday, 19 December 2016 at 7:45 pm in the Old School, Abthorpe

All payments were agreed.

New Action Dec 2016 – 004 Clerk to send out donations

7. Specific Items for Discussion.

7.1 On-Line Banking – Multi Authorisation of Bank Payments (Withdrawal of cheques)

The system is now working with four councillors and the Clerk having access to the accounts, (Cllrs. Fenwick, Perrigo, Hammon & Ford-Cordes – authorisation access, The Clerk administration access only). Cllr Berry has not yet received her access card, but agreed that with four others capable of authorising payment she would not chase. There are still four signatories for Cheque payments :- Cllr Fenwick, Perrigo, Berry & Cambray.

7.2 Regular Report on Defibrillator

Cllr Hammon reported that he was making regular checks of the equipment.

7.3 Regular Report on Speed Sign

The Clerk stated he has had to charge the batteries twice over the last few weeks. Cllr Fenwick suggested turning the sign to face up the Wappenham Road as vehicles are speeding down the hill.
New Action Dec 2016 – 005 Clerk to arrange for speed sign to be turned to face up Wappenham Road.

7.4 Street Lighting replacement

Following discussion, it was agreed that further investigations were required. There were questions as to:-

- How long the grant offer from SNC is valid?
- What is the best type of lighting – 20W LED placed in Brackley Lane, 30 W LED placed in Silverstone or 25W Fluorecent placed in Bugbrook?

New Action Dec 2016 – 006 Clerk to ask SNC re the validity of the grant offer.

New Action Dec 2016 – 007 Councillors and Clerk to inspect the three lighting suggestions.

7.5 Mini Farm

The Clerk was asked to speak to the Planning Enforcement Officer at SNC and ask if a septic tank has been fitted on site.

New Action Dec 2016 – 008 The Clerk was asked to speak to the Planning Enforcement Officer and ask if a septic tank has been fitted on site.

7.6 Home Farm

No indications if SNC are still chasing the clearance of the site. It was reported that the field has been improved but it was thought that many of the caravans had been moved behind the house.

7.7 Annual Precept 2017 – 2018

The Clerk has received a letter from SNC asking for the amount of the Annual Precept required for 2017 – 2018.

New Action Dec 21016 – 009 Clerk and Chairman to verify the budget predictions for next year and confirm that the Annual Precept will remain at £4,000.00

Minutes of Abthorpe Parish Council Meeting held on Monday, 19 December 2016 at 7:45 pm in the Old School, Abthorpe

7.8 Clerks Salary

The Clerk had received notification of the 2016 – 2017 Annual Pay Award or Parish Clerks. He had also received a CPALC assessment allowing calculation of the pay scale Parish Clerks should be on.

It was agreed that the Chairman or Vice Chairman would look at the figures and report to Council any action that should be taken.

New Action Dec 2016 – 0010 Chairman or Vice Chairman to review Clerks Pay.

7.9 Purchase of a laptop and associated software.

It was agreed to purchase a laptop and associated software for Council usage. It was suggested that a grant might be available to purchase this.

New Action Dec 2016 – 0011 Clerk to investigate potential grants to purchase a laptop and software.

7.10 Chairman and Clerk to miss the 13 March Parish Council meeting.

The Chairman and Clerk will both be away at the same time in February/March. It was agreed to move the March 2017 meeting from Monday 13 March to Monday 20 March when the Chairman will be available. The Clerk will ensure that all the relevant paper work is passed to the Vice Chairman.

8 Correspondence

The following documents were put in the circulation folder.

- 8.1 NCALC Update
Design Statement.

9 Any Other Competent Business

It was queried whether the insurance cover on the mower was adequate as the mower has to pass over a minor road to reach the grass areas to be cut.

New Action Dec 2016 – 0012 Clerk to speak to Aon to enquire of insurance Cover.

The meeting closed at 21.00

Next Meeting Monday 30 January 2017 at 7.45pm in the Old School

Minutes of Abthorpe Parish Council Meeting held on
Monday, 19 December 2016 at 7:45 pm in the Old School, Abthorpe

Summary of Action Points

Action No.	Action	Action taken for this meeting
Sept 2016 – 003	Clerk to contact Rights of Way Officer and ask for a timetable for opening the path.	
Dec 2016 - 001	Clerk to write to Forestry Commission Ranger to ask for some action.	<i>Spoke on the telephone.</i>
Dec 2016 – 002	Clerk to submit the Councils objections to the stopping up order.	
Dec 2016 – 003	Clerk to submit the Councils comments to SNC.	
Dec 2016 – 004	Clerk to send out donations	<i>Section 137 grants sent.</i>
Dec 2016 - 005	Clerk to arrange for Speed sign to be turned to face up Wappenham Road.	<i>Sign moved on 20th Dec 2016</i>
Dec 2016 - 006	Clerk to ask how long the grant Lamp offer lasts.	<i>Spoke to Grants Officer. Grant last two years from the offer.</i>
Dec 2016 – 007	Councillors and Clerk to inspect the three lighting suggestions.	
Dec 2016 – 008	The Clerk was asked to speak to the Planning Enforcement Officer and ask if a septioc tank has been fitted on site at Mini Farm	
Dec 2016 – 009	Clerk and Chairman to verify the budget predictions for next year and confirm that the Annual Precept will remain at £4,000.00	<i>Vice Chair to review in the new year.</i>
Dec 2016 – 010	Chairman or Vice Chairman to review Annual Pay Increase to Clerk.	<i>Vice Chair to review in the new year.</i>
Dec 2016 - 011	Clerk to investigate potential grants to purchase a Laptop and software.	<i>Contacted Transparency Grants lady. Will chase in new year.</i>
Dec 2016 – 012	Clerk to speak to Aon to enquire of insurance Cover for mower	<i>Spoke to Aon. Require an e-mail with details.</i>