

# Minutes of Abthorpe Parish Council Meeting held on Monday, 26 September 2016 at 7:45 pm in the Old School, Abthorpe

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

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

Cllr. D Cambray, tendered his apologies as he was on holiday.

All apologies were accepted.

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

Cllr J Ford-Cordes declared an interest in Item 5 – Planning Application S/2016/2183/TPO.

**3. Acceptance of the minutes of previous meeting**

The Clerk had posted copies of the minutes of the meeting held 15<sup>th</sup> and 31<sup>st</sup> August 2016 via the web, and distributed to Councillors electronically.

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

**4. Matters arising from the minutes**

Action No.	Action	Action taken for this meeting
Sept 2014 - 001	Clerk to contact SNC regarding ongoing issues at Home Farm	SNC continue to monitor the site. No further update was available Action On-going
Jul 2016 - 001	The Clerk and Chairman to submit an application to SNC for a grant of £6300.00 towards the cost of replacing the lamp units.	Application submitted to and acknowledged by SNC. Being considered by the grants committee on 3 <sup>rd</sup> October 2016. Action On-going
Aug 2016 – 001	Clerk to contact Eon to order a replacement for the faulty street lamp, and ask for a detailed quote to replace the remaining 17 lamps within the village.	E-mail sent to Eon. 17 <sup>th</sup> August 2016 ordering the lantern for Brackley Lane. A quote was requested to replace the remaining 17 lanterns around the village. On 26 <sup>th</sup> Sept 2016, Eon stated that the new lantern was now awaiting fitment. The quote was being sent a.s.a.p. Action On-going
Aug 2016 – 002	Clerk to contact NCC to seek advice regarding the cutting of the hedge in Brackley Lane	The owner of the field in Brackley Lane has responded by telephone. A tree surgeon will cut back the hedge. It was reported at the meeting that an amount of work had been undertaken around the site. It was felt that the hedge along Brackley Lane was better, but required further attention. . <b><u>New Action Sept 2016 – 001</u></b> Clerk to write to the owner thanking him for the work, and pointing out that further attention is needed on the hedge along Brackley Lane.  It was questioned who was responsible for the boundary hedge between Snelson's Orchard and the field. Cllr Perrigo agreed to speak to the housing association. <b><u>New Action Sept 2016 – 002</u></b> Cllr Perrigo to speak to Grand Union Housing Association regarding the maintenance of the hedge

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Aug 2016 – 003	Clerk to contact/search, and pay if appropriate, Land Registry to identify the owner(s) of the hedge in Brackley Lane	£3.00 fee incurred. Second letter sent to the three registered owners. Letter received from owner. Tree surgeon to cut back hedge w/c 5 September 2016.  Action Dismissed.
Aug 2016 – 004	Clerk to contact SNC regarding Mini Farm. As the period for appeal has now passed, are SNC aware that a large amount of hard-core has been laid on agricultural land?	New planning application received.  Events overtaken by new planning application.  Action Dismissed
Aug 2016 – 005	Clerk to display any notifications about the road works on the notice board and web site	Notifications displayed on the web and notice board.  Action Dismissed
Aug 2016 - 006	The Chairman agreed to investigate RA34 and take remedial action if appropriate	Chairman had inspected the stile along RA34 and cut back the foliage either side of the fence/stile.  Action Dismissed
Aug 2016 – 007	Clerk to write to Rights of Way Officer asking if the closed path (RA43) can have a stile fitted or if the gate can be unlocked.	Contact made. Issue taken up by Cllr Berry. Response received from Forestry Commission Ranger. It was unclear when the path would re-open.  <b><u>New Action Sept 2016 – 003</u></b> Clerk to contact Rights of Way Officer and ask for a timetable for opening the path.  Action Ongoing.
Aug (P) 2016 - 001	Clerk to check date of required return of comments	Clerk informed by the Case Officer that as there had been several iterations of the notification, closing date is now 30 Sept 2016.  Action Dismissed
Aug (P) 2016 - 002	Clerk to write to Anglia Water pointing out the proximity of the stream and the fact that they had not commented within the application	Anglia Water state that there is no main sewerage pipe feed from Abthorpe to the Silverstone cross roads. It was unclear whether there is a feed from Fosote. The concern regarding pollution had been raised in another response from a consultee.  Action Dismissed.

**5. Planning**

- 5.1 Application: S/2016/2183/TPO  
 Proposal: Repollarding of 4 lime trees (Tiliax Europaga) of approx. 5 metres back to just above repollarding point and removal of basal and epicormics growth.  
 Location: 43 High Trees, Wappenham Road, Abthorpe, NN12 8QU

Application considered. Application supported.

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**6. Finance**

6.1 Cash in bank	
Treasurers Account (as at 25 September 2016)	£3,813.23
30 Day Business Account (as at 25 September 2016)	£3,875.79
Petty Cash	£ 12.79

**Cheques for Payment:**

E-on	£77.54	Mtce (1/7 – 31/9)	553	
R L Carter	£220.00	Quarterly Salary(1/7 – 31/9)	554	
HMRC	£55.00	PAYE (1/7 – 31/9)	555	
R L Carter	£39.70	Clerks Expenses (Photocopying, etc.)	556	
Silverstone Electrical	£156.00	Installation on Defribulator	557	
Mr P Berry	£12.01	Mower Petrol	558	

All cheques were agreed and signed.

The Clerk reported that since the agenda was printed, the half yearly (September) payment of the Precept had been received. The was £2000.00, taking the Treasurers account to £5813.23.

**7. Specific Items for Discussion.**

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

The Clerk raised the issue of On Line Banking. Many Companies are now requesting “On Line” payment, and the Government has indicated that it will stop the use of cheques. The Clerk already has “On Line” access to Lloyds Bank to enable the accounts to be reconciled, but has no transaction authority. Lloyds Bank offer a facility of “on line payment control” where multiple authorisation is required to sanction payment of monies.

Following discussion it was agreed to register the following councillors onto the system to enable “on line “ banking.

Cllrs K Fenwick, J Fordes-Cortes, M Berry, M Perrigo, D Cambray, and A Hammon. R Carter, Clerk, would retain access with no transaction authority.

**New Action Sept 2016 – 004** Clerk to e-mail details of how to register for Internet Banking to all Councillors.

Abthorpe’s Specific document, (AB008 - Abthorpe Risk Analysis) to be amended to reflect the new procedure.

**New Action Sept 2016 – 005** Clerk to amend Abthorpe Risk Analysis (Document AB008) to reflect the new finance procedure.

7.2 Regular Report on Defribulator

The Clerk stated that it had been suggested that there was a short report regarding the state of the Defribulator. This will appear on each agenda.

There was nothing to report at this meeting.

7.3 Regular Report on Speed Sign

The Clerk stated that it had been suggested that there was a short report regarding the state of the Mobile Vehicle Speed Sign.

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After several months sited at the Wappenham end of the village, the sign was resited to the Towcester end on Saturday 24 September 2016.

## 7.4 Street Lighting replacement

As reported during Matters Arising, the lantern required for PL6 Stanhill Row/Brackley Lane was now in the E-on store awaiting installation.

The quote for the replacement of the remaining 17 lanterns is awaited. E-on has stated that a percentage of the existing brackets will require replacement and an old concrete lamppost should also be replaced.

## 7.5 Mini Bus parked on the Green

The Clerk had received a letter dated 26<sup>th</sup> August 2016, but with no return address, purporting to be from the mini bus driver, stating that they had spoken to the police, County Council Highways, and the Travel Companies Director, all stated that there are no restrictions to parking the mini bus on the Green. It was brought to the Council's attention that the July/August edition of NCLALC's Update (page 7,8 & 9) states, with an example, that Parish Councils are not responsible for parking enforcements. It was agreed that the Council had pursued the issue as far as it could.

## 7.6 Mini Farm

The Clerk had submitted the comments and objections raised at the meeting of 31 August 2016. The document had been acknowledged by SNC.

## 7.7 Abthorpe Roundabout

Work on the roundabout at Towcester continues to cause an amount of disruption. The Clerk is now receiving regular Traffic Bulletins, which are being placed on the village web site. (See Action Aug 2016 – 006).

## 7.8 Towcester Road patching

The work on patching the Towcester Road and Wappenham Road has now been completed. It was unclear whether any work on Bradden Road or Silverstone Road would be undertaken.

## 8 Correspondence

The following documents were put in the circulation folder.

8.1 Clerks and Councils Direct.

The following correspondence was binned.

Glasdon street furniture  
HAGS Play equipment

The Clerk had received an e-mail from The Head of Planning, APC, asking if they could provide support to the Council if it intended to adopt a neighbourhood plan.

This offer was firmly refused.

## 9 Any Other Competent Business

There were no other issues raised.

The meeting closed at 20.30

Next Meeting Monday 26<sup>th</sup> September 2016 at 7.45pm in the Old School

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**Summary of Action Points**

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Aug 2016 – 002	Clerk to contact NCC to seek advice regarding the cutting of the hedge in Brackley Lane	Some work had been undertaken. It was felt that the hedge along Brackley Lane was better, but required further attention. New action below.  It was questioned who was responsible for the boundary hedge between Snelson's Orchard and the field. Cllr Perrigo agreed to speak to the housing association. New action below.
Aug 2016 – 007	Clerk to write to Rights of Way Officer asking if the closed path (RA43) can have a stile fitted or the gate can be unlocked.	Contact made. Issue taken up by Cllr Berry. Response received from Forestry Commission Ranger. It was unclear when the path would re-open.  New action below.
<b><u>New Action Sept 2016 – 001</u></b>	Clerk to write to the owner of the field in Brackley Lane thanking him for the work, and pointing out that further attention is needed on the hedge.	
<b><u>New Action Sept 2016 – 002</u></b>	Cllr Perrigo agreed to speak to Grand Union Housing Association regarding the maintenance of the hedge bounding Snelson's Orchard.	
<b><u>New Action Sept 2016 – 003</u></b>	Clerk to contact Rights of Way Officer and ask for a timetable for re-opening RA43 in Bucknell's Wood.	
<b><u>New Action Sept 2016 – 004</u></b>	Clerk to e-mail details of how to register for Internet Banking to all Councillors.	
<b><u>New Action Sept 2016 – 005</u></b>	Clerk to amend Risk Analysis (Document AB008) to reflect the new finance procedure	