

Minutes of Abthorpe Parish Council Meeting held on Monday, 4th July 2016 at 7:45 pm in the Old School, Abthorpe

Present: Councillors: J Ford-Cordes (Chairman), A Hammon, M Hulbert, M Berry
Clerk B Carter
One resident from the village

1. To receive and approve apologies for absence.

Cllr M Perrigo tendered her apologies due to sickness.
Cllr K Fenwick tendered his apologies as he was in France
Cllr D Cambray tendered his apologies as he has other commitments on the first Monday of the month.

All 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 previous meeting(s)

The Clerk had distributed copies of the minutes of the meeting held 23rd May 2016.

Cllr Hulbert pointed out that although Cllr Berry's apology was tendered prior to the meeting of 23rd May 2016, it was not presented to the meeting. It was accepted, after the meeting, by the Chairman and Clerk.

With this amendment 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. SNC has a scheduled meeting on 24 May 2016 to check on progress. No further information. Action On-going
Min 13/4/15 Para 9.2	Mobile Home sited in Brackley Lane	SNC is monitoring the situation. The owner has until 9 th August 2016 to vacate, and until 9 th September to restore the site. It was noted that the site was now up for sale. Action On-going
Jun 2015 - 001	Clerk to get quotes for cleaning the War Memorial plaque.	War memorial now cleaned by the Chairman and Clerk as far as is safe to do. Action discharged
May 2016 – 001	Clerk to obtain an estimate for a replacement street lamp at corner of Brackley Lane and Stanhill Row	To provide a new LED lamp, (cheaper to run), the cost will be in the order of £350. See item 7.3 on agenda Action discharged

5. Planning - (These notifications were presented for information only. No action was taken nor required).

5.1 Application No. S/2016/1301/TCA
Proposal: Remove Tree of Heaven
Location 26 Wappenham Road, Abthorpe, NN12 8QU

5.2 Application No. S/2016/1405/TLN
Proposal: Notification of installation of electronic communications for the installation of 2 Dorset Cabinets, 1MK4 Link AC cabinet and replace existing OMNI antenna with multiband antenna
Location Brackley Lane, Abthorpe, NN12 8QJ

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(It was noted that the following applications were refused planning permission.)

- 5.3 Application No. S/2016/0826/LCB
 Proposal: Listed building consent for underpinning of inglenook fireplace and repair of mortar in fireplace (retrospective)
 Location White Cottage Wappenham Road, Abthorpe, NN12 8QU

It was not understood why the application had been refused as the remedial work was deemed to prevent serious damage to the property.

- 5.4 Application No. S/2016/1343/NMA
 Proposal: Non-material amendment S/2015/1013/FUL (Rear two storey extension) to change 2 sash windows on North-East elevation to 1 arched top window
 Location Slapton Mill, Mill Lane Slapton NN12 8PE

This is listed under Abthorpe Parish but is within Slapton.

6. Finance

Treasurers Account (as at 4 th July 2016)	£1,917.81
30 Day Business Account (as at 4 th July 2016)	£3,875.00
Petty Cash (as at 4 th July 2016)	£3.79

6.1 Cheques for Payment

			Chq No.	
Abthorpe Old School	£100.00	Annual hire of hall for meetings	543	LGA 1972, Sch. 12 para 23
Abthorpe Old School	£15.00	Heating cards	544	
Mr Phil Berry	£22.78	Mower petrol	545	Open spaces Act 1906 ss 9, 10
R L Carter	£220.00	Clerk's quarterly salary (Apr – Jun)	546	
HMRC	£55.00	PAYE (Apr – Jun)	547	
SNVB	£85.00	June Issue of Abtalk	548	LGA 1972 s 137
NCALC	£321.19	Membership & Audit	549	
Total Cheques	£497.78			

As only one signatory was present, the Clerk agreed to obtain a second signature and distribute the cheques.

6.2 The Annual Account Audit

The Annual Account Audit has been submitted to the External Auditor. The Auditor had queried, despite explanation, as to why there was an additional £900.00 of income, (grant for defibrillator). Having explained this to the auditor, APC is now awaiting the signed audit certificate.

- 6.3 An invoice was received from Aon for our annual insurance, (expiring on 6th June). A cheque was signed and sent without reference to a Council meeting. (Chq No 542)

- 6.4 The Pension Regulator – Under government legislation, all employers have to register under this scheme, and all employees have to be offered a pension. The criteria for triggering this payment is not met by the Clerk therefore no payment is due. The relevant notification letters have been sent.

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7. Specific Items for Discussion.

7.1 Defibrillator and kiosk light

All electrical connections have now been installed, including the kiosk light. The Clerk has not received an invoice from the electrician.

Cllr Hammon states that he is now checking the cabinet on a regular basis and is completing the log book..

7.2 Annual Audit

See 6.2

7.3 Street Lighting replacement

The street lamp on the corner of Brackley Lane and Stanhill Row, which has not worked for several weeks, has been reported by E-on as unrepairable, A replacement unit will cost approx. £345.00 As the remaining seventeen streetlights are obsolete and can no longer be repaired, it is suggested that the Council has all eighteen replaced with the new lamps that meet the current standards.

No budget has been allowed for such replacement. However, under the Construction Infrastructure Levy, CIL, it could be possible to obtain funding to replace the lights with support of a £6000 grant.

New Action Point Jul 2016 – 001 The Clerk and Chairman to submit an application to SNC for a grant of £6000.00 towards the cost of replacing the lamp units.

7.4 Local Council Documents & Policies

The Clerk had received version 6 of the Local Council Documents and Policies list. The document quotes what documents and policies are a statutory requirement to be held by the Council and those that the Council should consider holding. The Clerk had produced a list showing what documents were held and their location. The Clerk suggested that Councillors may like to read the documents to familiarise themselves with current procedures, (most are in the public domain and are accessible via the Councils website).

New Action Point Jul 2016 – 002 Councillors to familiarise themselves with the recommended documents.

7.5 Mini Bus parked on the Green

Cllr Berry had received a complaint regarding a minibus that is being parked on The Green. It is considered by some that it is causing an obstruction to residents pulling out of their drive.

From the disc in the windscreen, it appears that it operates under a PSV licence. Cllr Berry believed that a PSV vehicles should normally be parked off street at the companies operating centre. Cllr Fenwick has agreed to speak to the driver and see if the minibus could be moved.

New Action Point Jul 2016 – 003 Cllr Fenwick has agreed to speak to the driver and see if the minibus could be moved.

7.6 Hedge in Brackley Lane.

The hedge between Snelson's Orchard and 21 Brackley Lane is overgrown. In the recent winds a large bough broke off and fell across Brackley Lane. No damage was caused on this occasion. Following enquires, Cllr Fenwick has found an address for one of the owners of the field.

New Action Point Jul 2016 – 004 The Clerk has been asked to write to the owner requesting that the hedge be regularly maintained.

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8 Correspondence

The following documents were put in the circulation folder.

Clerks and Councils Direct - May & June issue
E-on – notification of rate increase
Ncalc – Update – May & June

9 Any Other Competent Business

9.1 The potholes and damaged surface along the Towcester Road has been marked by NCC Highways, and appears to be ready for repair. No indication of timescale is available.

9.2 The Clerk suggested that in future agendas and minutes be distributed by e-mail to help defray the cost of printing. Cllr Hulbert requested that she still received a printed copy. The other councillors agreed to receive electronic copies.

9.3 Cllr Berry stated that a hedge near Challock Farm requires cutting back. Further information is sought.

New Action Point Jul 2016 – 005 Cllr Berry to provide further details of the hedge.

There was no other items for discussion

The meeting closed at 8.40 pm

Next Meeting 15th August 2016 at 07.45pm in the Old School

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Summary of Action Points

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Min 13/4/15 Para 9.2	Mobile Home sited in Brackley Lane	SNC is monitoring the situation. The owner has until 9 th August 2016 to vacate, and until 9 th September to restore the site. It was noted that the site was now up for sale. Action On-going
Jul 2016 – 001	The Clerk and Chairman to submit an application to SNC for a grant of £6000.00 towards the cos of replacing the lamps	New Action
Jul 2016 – 002	Councillors to familiarise themselves with the recommended documents.	New Action
Jul 2016 – 004	The Clerk has been asked to write to the owner requesting that the hedge be regularly maintained.	New Action
Jul 2016 – 004	The Clerk has been asked to write to the owner requesting that the hedge be regularly maintained	New Action
Jul 2016 – 005	Cllr Berry to provide further details of the hedge near Charlock Farm that is overgrown.	New Action