

**A Meeting of Harlestone Parish Council will take place on  
Monday 9th November 2015 at 7.30 pm in the Village Institute**

**To members of the Council: You are hereby summoned to attend the meeting of Harlestone Parish Council on Monday 9<sup>th</sup> November at 7.30 pm in the Village Institute.**

**AGENDA**

**Admin matters**

80. To receive and approve apologies for absence (1 MINUTE) Cllr Barry Frenchman and Mr. S Dackome (Planning Consultant not required at this meeting)

81. To approve and sign as a correct record the Minutes of the meeting of the Parish Council held on 13<sup>th</sup> October 2015.

*Please note a draft FINAL set of minutes was sent to all Cllrs, one final correction is noted (Cllr's Waller and Flynn re recommendation No 5 and times of closure, Chair to consider amendment.)*

*The Clerk is asked to formally update the Council with the progress and if appropriate closure or action(s) carried forward. (2 MINUTES)*

- a) **Action numbers 1 (Planning application the Old Butchers House) Completed request closure.**
- b) **Action number 2 (Planning application Cross Hill Farm, Completed request closure.)**
- c) **Action for clerk to arrange website development, update only. (Recommendation No 3)**
- d) **Action for clerk to cost IT equipment, update only pending funding bid.**

Councillors are asked to review the minutes and make any further comments before the Chair is invited to sign as true. The minutes indicate a number of documents are attached to the master copy these are marked as A, B, C, and D. The draft minutes were published on the 20<sup>th</sup> October 2015.

82. Members are requested to make any declarations of personal or prejudicial interests, in line with the 2015 code of conduct, relating to items on this agenda.

83. Finance: To receive an update on Finances from the Cllr Stock and the Clerk.

a. *Bank reconciliation: The council are asked to review the information overleaf. (5 MINUTES)*

Current Account	£6,357.22
Value of cheques yet to clear	£3,281.95
Total Allocations account	£29,914.73
Expenditure to date (exc. VAT)	£5,440.84

Invoice Date	Payee	Invoice Number	Statutory Power	Description	Cheque No	Total
2 8.9.15	Harlestone Village Institute	November	LGA 1972 S134 (4)	Hire (Meetings)	S.O.	£24.00
30.11.15	Barry Halliday	November	LGA 1972 S112	Clerk remuneration	S.O.	£411.84
30.11.15	HMRC	ref: 475PE00844310 1606	LGA 1972 S112	PAYE Tax - Nov	S.O.	£274.57
30.10.15	Barry Halliday	November	LGA 1972 S112	Backpay - July-Oct	S.O.	1093.58
30.10.15	HMRC	ref: 475PE00844310 1606	LGA 1972 S112	PAYE Tax - July-Oct	B.T.	£726.25
	Autela Payroll Service	7211	LGA 1972 S112	Payroll service	B.T.	£10.00
16.10.15	fifty Seven Business Services	Inv 149	LGA 1972 S142	Website Design	B.T.	£250.00
7.9.15	Just Host	Inv 21895375	LGA 1972 S142	Website Hosting (www.harlestonevillage.co.uk)	B.T.	£186.92
30.9.15	A&A Landscapes	Inv 7226/7215/7218	OSA 1906 S10	September Grass Cutting	B.T.	£240.00
2.10.15	E-on Energy Solutions	HAR010 059296	PCA 1957 S3	Light repair (parts only)	B.T.	£64.79

\*\*\* Late entry for Nov meeting 30.10.15 Mr Simon Dackombe Inv Nov LGA 1972 Consultancy services £174.00

Back payment request Clerk appointed 1<sup>st</sup> July 2015 4 months (July Aug set and Oct) 16 hrs@£9.90 Spinal point 20 = Back pay amount due to B Halliday is £1093.58 also HMRC payment due of £726.25 See schedule of calculations.

84. Parishioners are invited to address the council. Parishioners will be limited to 15 minutes combined and is strictly limited to 3 minutes per person(s) Notification has already been made of 1 speaker at time of publishing Agenda.

The Chairman will invite comments; in line with **the Standing Orders agreed on the 15<sup>th</sup> July 2010 by the Council. (15 MINUTES)**

### Discussion Items

85. HVI: Recommendations published at the last meeting, HVI Board of trustees meeting and response to the recommendations made.

The Chair will update the Council on progress made following the work of the Sub Committee and the subsequent meeting with the Trustees on the 28<sup>th</sup> October 2015. **10 MINUTES allocated.**

86. Planning Applications:

The Council are asked to approve and endorse the recommendations set out by Cllr Ken Waller in relation to application **Number 0959 The Old Milking Parlour Lower Harlestone NN7 4EW**. This report was circulated in advance and no objections have been raised prior to this meeting. *(7 MINUTES)*

The Chair is invited to ask HPC to vote on this matter without further discussion at this stage.

Complaint received from Jason Brotherton 20<sup>th</sup> Sept ref planning application (KW)

Request for advice from Mr Garner (Planning) (KW but linked to above)

Council invited to agree next steps and response to both parties.

87. Precept arrangements and discussion regarding setting the appropriate level.

To aid discussions, Clerk to update the Council in relation to remuneration payments and potential use of reserve funds from now until April 2016. In addition Clerk to update Council on scoping activity carried out with DDC in relation to Council tax base for 16/17 compared to 15/16 to assist discussion. (Cllr Stock and Cllr Dobbs) Residents at the time of drafting this agenda have already moved into the new Persimmon site and calculations are based on Band D Council tax payments.

A) Council is asked to consider setting level for Precept 16/17 in order to set Budget for fiscal year taking into account any projected expenditure and BAU functions. No project plans have been submitted by Cllr's prior to this meeting other than one matter relating to the Church security (SB) (20 MINUTES)

88. Update in relation to the Simon Dackombe paper regarding development of Harlestone Parish, actions already underway from previous meeting and update on progress made.

Chair to open this discussion item, Cllr Waller to comment *(15 MINUTES)*

89. Playing Fields meeting update requested (SL) (5 MINUTES)

90. Tennis Courts development (MB) (5 MINUTES)

91. Speedwatch Update Cllr's Flynn and Letts. (5MINUTES)

92. Quarry report sent out to all Cllr's via Cllr Flynn in relation to findings detailed by Mr Gary Slinn. (Cllr Flynn and Hammond.) (10 MINUTES)

93. Correspondence discussion item. (Total time 15 MINUTES)

This is a new section within the Agenda and in order to comply with the transparency codes details are recorded in this section when contact is made with the council by any Cllr via any method. The list is not exhaustive but seeks to highlight matters which may need to be shared with ALL Cllr's during the meeting.

Cllr's may wish to comment or expand on the items set out below but please note only **15 mins** is allocated to this section.

- a) Contact and discussions with Duston (Cllr for planning) and Harpole PC (Clerk Guy Ravine) and the role of the H.A.T. (Harpole action Team chaired by David Ballard)
- b) Request from Stella Westhall requesting clarification the HPC received ONE written complaint in relation to the HVI. Also update requested on HVI next steps.
- c) Letter received from Community Resource Planning Ltd offering Planning Consultancy services. Clerk responded SD has already been appointed.
- d) DDC Christmas waste collection dates circulated to all Cllrs 25<sup>th</sup> Oct 2015 please circulate as wide as possible.
- e) NCALC AGM update and Clerk provided overview to all Cllr's the following day. (Sunday 18<sup>th</sup> Oct) Chair also attended event.
- f) Parish and Town Council are meeting 17<sup>th</sup> Dec 2015 notification sent to all Cllr's attendance?
- g) Local Development Scheme publication sent to all Cllr's on 15<sup>th</sup> Oct 2015.
- h) Communications with Nigel Shields Althorp re possible boundary changes Clerk and Chair to provide update following meeting on 28<sup>th</sup> October 2015.
- i) Clerk to update Council re complaint by member of parish re ASB and inappropriate allegations.
- j) HVI meeting and response to recommendations.
- k) RFO and Cllr Stock update on handover and banking arrangements. Meeting held 21<sup>st</sup> Oct 2015 and bank appointment made for November 11<sup>th</sup> 2015.
- l) Dog fouling new provisions and powers to commence Jan 1<sup>st</sup> 2016 (All Cllr's E mailed with update on 29/10/2015.

Total of **115 minutes** meeting duration.

Next meeting date: **Tuesday 1<sup>st</sup> December 2015** the council may need to convene for planning items which require a response before the date of the next meeting.

Dead- line for items for the next meeting to the Clerk please **NO LATER than 20<sup>th</sup> November 2015.**

*B M Halliday*

**Barry Halliday**  
**Clerk**  
**HPC**  
**31<sup>st</sup> October 2015.**