

## Minutes of the Harlestone Parish Council meeting

Held on the 3<sup>rd</sup> November 2016 at 7pm in the Village Institute

**Present: Cllr Sam Dobbs (Chairman,) Cllrs Davies, Flynn, Perryman, Hammond, Letts and Cllr Facer.**

**Apologies: Cllr Sarah Stock**

### Minutes as per the published agenda.

#### **Admin matters.**

86. Apologies accepted by Council from Cllr Stock.

87. Minutes agreed and signed by the Chairman in relation to the meeting of the Parish Council held on the 12<sup>th</sup> Oct 2016, circulated on the 18<sup>th</sup> of the same month.

### **Action Numbers from meeting Dec 2015**

**Action 1** Unity Bank now up and running, BAU as we begin closure of the Barclays Bank account.

Council requested Cllr Stock transfer the remaining monies to the new current account and to inform the clerk when this is completed.

### **Actions from the meeting held on the 12<sup>th</sup> October 2016.**

**Action 1.** Chairman informed Council Cllr Bilbie's resignation had been accepted and read out correspondence outlining this position. Action CLOSED but new action created for Clerk to deal with legal process re elections notice etc **ACTION1 (3/11/16)**

**Action 2.** Cllr Letts formally addressed Council indicating a discussion had taken place with the Chairman and offered his full apologies for not being able to attend previous meetings due to significant work commitments. Cllr Letts expressed his assurance to also be in attendance at the Dec meeting and would review his position in the New Year. Action CLOSED.

**Action 3** CLOSED action completed papers returned and all signed.

**Action 4** Pending see Dec Agenda.

**Action 5** Pending, Gary Slinn dealing with demand.

**Action 6.** Clerk lodged an appeal CLOSED.

**Action 7.** Cllr Stock confirmed this related to a now dissolved Harlestone Ass for fitness and fun and the remaining funds passed to the PFA. CLOSED.

**Action 8.** No further comments by Cllrs **ACTION 2 (3/11/16.)** for Cllr Davies and Clerk to complete master copy for submission.

**Action 9** (As per action 8.)

88. No declarations made as set out within the published agenda.

89. Finance Update:

Petty Cash Balance £40.01 (Due to printer cartridge purchase and amended slight cost)

**CLLR Stock to provide**

Current Account Barclays Balance	TBC
Deposit Account Barclays Balance	TBC
2 <sup>nd</sup> Stage Precept payment made	TBC
Transparency Fund grant £768.00	TBC

**Clerk to Provide**

Current Account Unity Balance: £10,500 (as of 3<sup>rd</sup> Nov 2016) (Transfer made of £10,000)

Allocated Funds Balance NIL  
Deposit Account Balance NIL

**November 2016**

14.10.16	Simon Dackombe	Oct	LGA 1972 Section 112	Consultant	BT £825.00	£768.00
28.9.16	BDO	Sept	LGFA 1982	Audit	BT £120.00	£120.00
26.10.16	Barry Halliday	Oct	LG (FP) A 1963 S5	BT Charges	BT £54.00	£54.00
26.09.16	B Halliday	Salary	LGA 1972 Section 112	Salary	SO £410.99	£410.09
26.09.16		Room	LGA 1972 Section 112	Room cost		
26.09.16	HVI	Hire	LGA 1972 Section 112	SO £24.00	£24.00	£24.00
26.09.16	EON	HAR010	LGA 1972 Section 112	Elec Payment	BT £34.12	£34.12
26.09.16	Paul Crotty	185	LGA 1972 Section 112	IT/Web costs	BT£ 51.60	£51.60
14.10.16	Barry Halliday	Receipt	LGA 1972 Section 112	Office costs	Petty Cash	£51.10

*4/11/2016 Postman gift (Chairman's allowance allocation) Cheque Number 01 Unity Bank signed on the 3<sup>rd</sup> Nov 2016 by Chairman and Cllr Perryman the sum of £100.00 as outlined within the Council Minutes Nov 2016.*

*This agenda item is detailed in section 104 of the correspondence section of the updated agenda.*

*Updated Schedule to be presented for a second signature at the Dec meeting. Correction made in relation to item 1 payment to SD invoice stated £825.00 not £768 as quoted.*

90. No MOP attended agenda item closed.

91. Estate notified HPC re tree felling schedule item placed on website for notification to all residents and E mail sent out to registered users alerting residents of the agenda. MOP encouraged NOT to engage in re-planting trees as a process was already in place by the estate for replacements to be planted.  
Also allotment opportunity has arisen in UH notice placed on website.

Licence for car park now received by HPC and remains in place until March 2017.

92. Update from Cllr Facer regarding the PFA. Cllr Facer indicated he had a very positive meeting with the PFA and work was ongoing in agreeing TOR, projected budget costs, tax demand progress (appeal ongoing) and asset stock taking progress.

Cllr Facer suggested moving forward to ask Council to consider budget implications for the future to ensure maintaining the fields and facilities can be achieved as currently this is provided by great volunteer work and good will of the members of the PFA and other interested parties. **ACTION 3** Clerk to include this within budget proposals for Dec (2016)

Matter ongoing and update to be provided at the Dec meeting re TOR.

93. Planning matters:

**DA2016/0910 Meryl Cottage.** In line with Cllr Stocks report and recommendation Council accepted the report in full and offered No Comment to the application. **ACTION 4** Clerk to action. (Completed 4<sup>th</sup> Nov 2016)

**DA2016/0872 Long Ash Deff Lane.** As above, regarding report considerations.

Application supported, however Chairman tasked clerk to express Councils concern regarding this retrospective application. **ACTION 5** (Completed on the 4<sup>th</sup> Nov)

94. Matter discussed in Item 87 actions list. ACTION raised for Cllr Davies and Clerk.

95. As above ((4) Clerk tasked to deal with the legal formalities.

96. As above (94 and 95) Cllr Letts has reassured the Council and position will be reviewed by Cllr Letts in early 2017.

97. Council had no further comment to make regarding the draft submission on the Local Plan. Clerk to formally inform DDC the draft is the final version submitted in time with the consultation. **ACTION 6.**

98. Chairman provided an overview of the PCC Plan and linked this to the AGM of NCALC. Cllr Perryman joined in this update in relation to the consultation process. All Cllrs encouraged to contribute to the consultation process as the Council consider the PCSO funding proposals etc.

99. Clerk provided an overview of the proposals for the next fiscal year funding and draft budget. Clerk asked Cllrs to submit ANY business cases for funding allocations to be submitted within 2 weeks to enable a draft budget to be presented before Council in Dec 2016 and for precept figures to be agreed.

100. As per 99. Council remain of the view a shared PCSO with surrounding villages was certainly feasible and should be costed within the draft budget.

101. DWH Section 106. Meeting being arranged ASAP.

102 Cllr Flynn and Cllr Perryman indicated 10+ volunteers had now been secured for future speed watch training.

Clerk agreed to distribute the horse slow down posters and have these laminated for installation.

Highways on site meeting with Ian Boyes to take place on the 9<sup>th</sup> November 2016

103 Verge repairs (siding out etc) Clerk tasked to E mail Robert Jackson and the Estate to agree when this work would be carried out. **ACTION 7.**

104 Matters dealt with by way of correspondence since the last meeting:

- Ian Boyes contact re Highways on site inspection.
- Daventry Town clerk communications re Mr SD. Dealt with by clerk.
- Planning guide sent to Cllr Stock and now in Cllr only section of website.
- Task Planning consultation document sent by clerk from Cllr BF. ALL Cllrs urged to complete this questionnaire.
- Section 106 funding re DWH meeting in progress.
- Postman Paul leaving the service £100 ex gratia payment authorised by the Council for his 19+ years of service to our village and also directly supporting the Council with communications. He will be a sad loss and the Council wish him a long and happy retirement.
- Update requested by Mr David Knight re SFBB and also poor state of pathways. Clerk updated Mr Knight directly and update re SFBB now on website (provided by Cllr Davies)
- Stage 2 and 3 complaints re dog waste install and regular cleaning. Install now taken place and informed by DDC the bins will now be emptied on a more regular basis.
- Chairman updated Council on the formal resignation of the clerk and presented an action plan to Council for filling the vacancies. Clerk authorised to progress the plan for replacements of the Cllr and his position.
- Chairman encouraged Council to be visible on Remembrance Sunday if possible. Cllr Davies agreed in his capacity as Vice Chairman to represent the Chairman in the laying of the wreath as the Chairman was involved in church activities at the same event.

Next meeting Tuesday 6<sup>th</sup> December 7pm HVI.

*B M Halliday*

**Barry Halliday**  
**Clerk**  
**HPC**

**7<sup>th</sup> November 2016 (Published)**