

Harlestone Parish Council

www.harlestonepc.org

Executive Officer/Clerk to the Council : Paul Thomas
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Members of the Council are hereby summoned, and members of the public are invited,
to attend the meeting of Harlestone Parish Council
at 7pm on Tuesday 6th February 2018 at Harlestone Village Institute NN7 4EH

AGENDA

111. ATTENDANCE & APOLOGIES

112. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

The distributed and published minutes from the meeting of the parish council held on: 5th December 2017

ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

<i>Action source and description</i>	<i>Update</i>
<i>September 2017 – action 1</i> Closure of HAFF (EO/Gary Slinn)	Dissolution Certificate received for the HAFF Charity as of 12 th October the Charity no longer exists legally. Thanks to Gary Slinn for actioning this in line with Auditor's advice. Close
<i>September 2017 – action 4</i> Contribution to Church Lane Car Park redevelopment costs (BH)	Cllr Halliday looking to secure £1,000 contribution from the Harlestone school. Pending
<i>September 2017 – action 7</i> <i>November 2017 – action 1</i> EO to update on commissioning of works to side out A428 pathways	EO: confirms that the work is complete. Cllr Flynn commented that the team worked well; the path is now very neat and clear. Close
<i>September 2017 – action 10</i> <i>November 2017 – action 2</i> Installation of super-fast broadband at HVI – update by EO	EO: BT advised to close the previous request and start a new installation request. 19 th Dec BT to survey the HVI ready for installation. Cllr Davies available to supervise the installation. Details to be emailed. Installation now complete. Close
<i>September 2017 – action 1</i> Establishment of recommended reserve allocation to budget (EO)	NCALC guidelines state a minimum of half the precept should be kept in reserve. Close
<i>October 2017 – action 1</i> <i>November 2017 – action 3</i> Commissioning traffic surveys by EO	3 traffic survey units were installed on Monday 4 th Dec. Tracsis will monitor them for 7 days. The same company has installed a unit in Brampton. Locations: A428, New Road and Port Road. Results to follow. Pending

<p><i>October 2017 – action 2</i> Cooch bench consultation (SF)</p>	<p>Cllr Flynn looking to move the bench to the playing fields. GS to decide on the location. EO to assess for maintenance and arrange the move. Pending</p>
<p><i>Item 70a November 2017 – action</i> New councillors to sign acceptance papers and have NCALC training arranged (EO)</p>	<p>EO to book new councillor training for Cllr Mitchell on NCALC “Off to a flying start” Sat 24th Feb 10:30 to 13:00 Pending</p>
<p><i>Item 75 November 2017 – action 4</i> Chairman to seek peer review of meeting of 23/10/17 (SD)</p>	<p>Council agree that the Chairman should contact Debra Jewell to progress. Pending</p>
<p><i>Item 77 November 2017 – action</i> Chairman to seek dialogue with DDC re CA and JR (SD)</p>	<p>Chairman to progress. Pending</p>
<p><i>Item 78 November 2017 – action</i> Update NCALC PLR meeting (BH) Update PCSO (SD) Update NHW (EO/SD) Update ANPR etc (BH)</p> <p><i>Item 78 cont’d:</i></p>	<p>Chairman attended and reported that in review of local policing, rural district police constables down to 5 and PCSOs down to 6 (+ sponsored posts). No longer possible to attend all meetings, but the police must still engage with the public.</p> <p>NCALC has promoted the concept of a Police Liaison Representative (PLR) to act for each parish council as a police contact as part of the Force’s accessibility and visibility. Cllr Barry Halliday is our appointed PLR</p> <p>PCSOs: District Cllr John Shepherd is leading an initiative for a consortium of the Spratton Ward parishes (which includes Harlestone) to sponsor a local PCSO. NHW is working well in HM, need to progress to LH & UH. Cllr Mitchell keen to get this started and is happy to progress. EO to confirm the NHW contact and village volunteers.</p> <p>ANPR: waiting for a police policy. Installation and technical issues being discussed. Location: Port Rd. Pending</p>
<p><i>Item 78 November 2017 – action</i> Budget considerations – (EO and all councillors for Dec meeting)</p>	<p>EO received items for the budget and wish lists from councillors Close</p>
<p><i>Item 83 November 2017 – action</i> EO to propose options for Open Evening (EO/SD)</p>	<p>EO contacted Stephanie at the Golf Club. Wednesdays 7pm to 9pm would suit best. Council agree May as the month to hold the Open Evening. The Annual Village Meeting could be incorporated. EO to confirm May dates. Pending</p>
<p><i>Item 84 November 2017 – action 6</i> Village walkaround and issues for NHP considerations (EO)</p>	<p>EO booked this for Wednesday 6th Dec. Troy partnership’s Jon & Lewis to attend. 10am at the Golf Course. 5 Cllrs to attend. Parishioners will be involved at future meetings. Close</p>
<p><i>Item 85 November 2017 – action 7</i> Upper Harlestone Village Green bollards update (EO)</p>	<p>4 of 5 residents have been consulted and the view is that we should not replace all the bollards, just the rotten/damaged ones. Rhian Morgan confirmed that repair/maintenance are fine to do, as long as they were already there. No planning permission required. Council agree that the EO can action this project. Pending</p>
<p><i>Item 86 November 2017 – action</i> Pathfinder II project – meeting (EO)</p>	<p>EO to source some briefing notes regarding this project. Pending</p>

<i>Item 87 November 2017 – action</i> Direction of quarry in application for extension (SF)	Considering an application to the SW of the Quarry to extract stone. Mineral extraction application in the SE. Close
<i>Item 88 November 2017 – action 9</i> Faulty pavement lamp (SD/EO)	EO to source the style of lamps that Boughton use, a more decorative style would suit our village. Pending
<i>Item 89 November 2017 – action 10</i> Glebe Lane footpath (EO) <i>Item 89 cont'd:</i>	It was reported to the HPC that the gate opposite Glebe Lane is broken and the footpath has been sown. Katie from the estate has instructed the paths to be sprayed out, the gate will be changed to a stile and a locked gate in the spring. Close
<i>Item 90 November 2017 – action 11</i> Enquiry with Highways re Yew Tree cottage gateway and accessibility to field (EO)	EO emailed Ian Boyes, this has been referred to the “Rights of Way officer” Nick Wedgebrow. Waiting to hear back. Pending
<i>Item 91 November 2017 – action 12</i> Enquiry with Highways by EO re speed limits	Contacted by a resident from HM to reduce the speed from 40mph to 30mph on the A428 at the gateway to HM. Contacted Ian Boyes, he has requested data to be recorded along this section of road. Speed reduction can then be considered by the: speed limit review panel, road-safety and the police. Pending
<i>Item 92 November 2017 – action 13</i> Update on football provision request re Harlestone Manor (TP)	Due to a lack of information and no real benefit to HM, this will not be progressed. Close

ACTIONS FROM DECEMBER 2017

<i>Action 1 December 2017</i> Cllr Davies to contact Nigel Shields at Althorp to secure the estate contribution for the Church Lane carpark. EO to email contact details and then produce an invoice for the agreed amount.	
<i>Action 2 December 2017</i> EO to put together a training matrix for councillors	
<i>Action 3 December 2017</i> Cllr Stock to assist the EO with claiming back VAT	
<i>Action 4 December 2017</i> Item 100: Cllr Stock to confirm the calculation for the Loxton Fields CIL from the DDC, to liaise with S.Dackombe.	
<i>Action 5 December 2017</i> Item 103: Cllr Mitchell: to contact Paul Knight at the DDC, the HPC to support an anti-fly tipping project financially if supported with good evidence.	
<i>Action 6 December 2017</i> Item 107: EO to set up an annual donation of £250 to support Daventry Citizens Advice call centre	

<p><i>Action 7 December 2017</i> Item 108: Historic England Consultation: EO to discuss with Troy Partnership, Mail Chimp the parishioners, Cllr Stock to formulate a reply and respond by the 15th Dec</p>	
<p><i>Action 8 December 2017</i> Item 109: Local Plan Consultation: EO to Mail Chimp the parishioners, Cllr Stock to discuss with S.Dackombe then meet with the EO to formulate a response before the 26th Jan</p>	

113. DECLARATION OF INTERESTS

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.

114. FINANCIAL UPDATE FROM THE EXECUTIVE OFFICER

The schedule of payments has been circulated and published with the agenda. The finances to be approved and items for payment authorised.

115. PUBLIC TIME FOR COMMENTS BY MEMBERS OF THE PUBLIC

Whilst parish council meetings are open to the public, contributions are limited by standing orders to allow only invited/scheduled guests or councillors to contribute. However, there is a section in each meeting when the Chairman suspends standing orders to hear any members of the public who wish to address the parish council.

This time is limited to 15 minutes and three minutes per contribution unless requested otherwise by the Chair and/or councillors. This is in line with Standing Orders of 15 July 2010

Standing Orders will then be reinstated to allow the Council to resume its meeting and discussion items

DISCUSSION ITEMS

116. CHAIRMAN'S UPDATE ON JUDICIAL REVIEW

117. ALTHORP LIAISON

Reported: Ash tree down in the field near Park Farm Barns

118. HISTORIC ENGLAND CONSULTATION

on draft note on Neighbourhood Planning & Historic Environment

Cllr Stock to update the council

119. CONSULTATION

Settlements and Countryside Local Plan Part 2 Emerging Draft Consultation: 27th November 2017 to 26th January 2018

Cllr Stock to update the council

120. DEFIBRILLATORS

Cllr Stock to negotiate/organise the purchase of 3 Heated Defibrillator Boxes and their installation at the HVI and the Fox Pub, EO to liaise with the Harlestone Manor Residents Association to find a suitable location. Estimated cost of a unit and installation is £750

121. NEIGHBOURHOOD PLAN

Councillors to update the Chairman and meeting with feedback from the Placecheck Meeting held at the Golf Club in December with Troy Planning, and discuss future progress

122. PARISH ONLINE MAPPING TRAINING

The Council is asked to consider the benefits for planning, NHP and POS costing etc. An annual membership fee is applicable

123. LOXTON FIELDS (DAVID WILSON HOMES) MARKETING

Marketing issues update from the Executive Officer

124. EXTENSION OF GRAVEYARD FACILITY

Update from email correspondence

125. TRAFFIC DATA SURVEY

Executive Officer to update the council with the Tracsis Road Survey Data taken on the A428, New Road and Port Road

126. PCSO SPONSORSHIP IN SPRATTON WARD

Cllr Dobbs to update the council

127. PLANNING APPLICATION DA/2017/1221

Cottesmore, Glebe Lane, Lower Harlestone NN7 4ET

Demolition of existing outbuilding, construction of the new tractor store

Cllr Stock to update the council

128. BUS ROUTE 96 SUBSIDY CHANGES

Cllr Flynn & Executive Officer to update the council on plans to reduce subsidy of this route between Rugby and Northampton

129. BUDGET 2018 UPDATE/

Executive Officer to supply the council with the finalized budget figures and breakdown of costs/spend approved by the Council in December 2018

130. COMMUNICATIONS WITH OR BY THE COUNCIL

The Council lists and considers here, any correspondence or contact between the council, the clerk and the public on issues which are of interest. Since the last meeting, such correspondence has included:

- *3 new HPC emails set-up for Cllrs Halliday, Mitchell and Holland*
- *New dog bin for new estate development (HM)*
- *Cllr Flynn: 30mph signs relocation on the Harlestone Road update*
- *Progressing the speed reduction near the HM entrance*
- *Local Government & Parish Election Time Tables received by email*
- *EO arranging a ROSPA assessment of the playing fields children's play equipment*
- *EO in contact with the BHF to secure a Defibrillator for Harlestone Manor*
- *HPC meeting dates distributed*
- *DA/2017/1145 England's Cottage planning application response sent by Cllr Stock*
- *Disturbance in the Quarry from trials bikes reported by Cllr Flynn*
- *Parish & Town Council's 14th Dec Meeting Minutes received from Amy James*
- *Neighbourhood Alert active, EO registered*
- *Dog Bins: 2 new bins requested, 1 requested to be moved*
- *From the 1st of April Autella Payroll will be communicated by post and not by email due to new data protection rules*
- *Playing Fields: Barclays Bank closing balance statement of zero received from G.Slinn. The account is now closed.*
- *Meeting with Stephen Mold PCC for Northamptonshire: 5th Feb 2018 Wootton Hall NN4 0JQ*

- *Harlestone Manor Residents meeting, items discussed: notice board, defibrillator, NHW signs, lighting, CCTV, budget, security, safety, crime.*
- *SLCC seminar 31st Jan regarding data protection, EO attended*
- *HVI Insurance valuation forwarded by Cllr Davies*

**NEXT MEETING
THURSDAY 8TH MARCH 2018
7pm at Harlestone Village Institute**

The council may need to convene for planning items which require a response before the date of the next meeting. Deadline for items for the next meeting to the EO/Clerk please:

NO LATER than 20th February 2018

Paul Thomas - Executive Officer
Dated: 21st January 2018