



Harlestone Parish Council

www.harlestonepc.org

Executive Officer/Clerk to the Council : Paul Thomas
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Minutes of the Environment and Management meeting

19:00 on Wednesday 18th July 2018
Harlestone Village Institute NN7 4EH

MINUTES 003

CHAIRMAN: Cllr Tim Cross

MEMBERS: Cllr Russell Francis Louise Mills Stella Westall
Mark Yoxon Richard Dyball

REMIT: This committee will be responsible for the management of the Parish environment to ensure that it is tidy, presentable, free of litter and a place where we are proud to live.

DELGATED POWERS: Decision making for low level items, with an expenditure limit of £150 per item subject to an annual cap of £1000.

DESCISION MAKING: At the sole discretion of the chairman, this committee can make decisions on low level items but on more important issues the committee will make recommendations to the full council.

STANDING ORDERS: Relaxed on public debate to encourage participation from members of the Parish.

ITEM 1. ATTENDANCE AND APOLOGIES

Apologies accepted by the committee for:

Mark Yoxon - pre-planned unavailability
Richard Dyball - pre-planned unavailability



ITEM 2. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

- No previous minutes available due to this being the first meeting

ITEM 3. DECLARATION OF INTERESTS

- Stella Westall made a declaration of interest regarding agenda item 5.7
- The dog bin's current location causes personal disturbance to SW

ITEM 4. GENERAL MAINTENANCE

(Grass cutting of verges, open spaces, maintenance of hedgerows, footpaths/bridleways, litter collection, dog fouling)

4.1 Consider what action to take in respect of the untidy/potholed parking area close to the entrance to Ivor's field and The Green.

- This area although potholed and uneven, had been previously levelled
- This is a good place to park
- A couple of small trees have been planted
- Consider keeping parking in this area for a maximum of 3 cars and look into placing nylon squares to help with drainage and let the grass grow through, *RF to look at cost
- *EO to seek permission from Althorp/Highways
- Road up to Manor Farm is potholed and crumbling
- *EO to notify Althorp and consider options

4.2 Ascertain who is responsible for mowing The Green

- EO confirms that this is being mowed by AA Landscapes including the Church Yard and the HVI
- Chairman agrees that this is being done to a very good standard

4.3 Ascertain why only the left hand side of the 428 is mown by the firs

- The Chairman and the EO have both visited this site and can confirm that the whole area between Lower Harlestone and Harlestone Manor has been mowed/trimmed

4.4 Assemble a small working group of volunteers to clear the footpath adjacent to 6 The Green from cherry tree suckers which have grown quite large.

- TC, RF, SW, LM to arrange a date/time to clear this area
- *Chairman to seek permission from neighbours adjoining this pathway



- *EO to contact Althorp to ask about any schedules for clearing/spraying the Midshires Way (CU9)
- Barry Halliday made three requests to the committee to consider:
 1. The 20mph limit may well be adhered to by the staff and members of the Golf Club along Golf Lane, but a large number of vehicles do still speed along this lane, this could be visitors and people attending functions, I would like the council to invest in 6 new 20mph repeater signs to remind users of the speed limit, 3 on each side, this would be mandatory. The Give Way sign is also very faded.
 2. The number of disposable coffee cups being discarded on the verges of Golf Lane has increased significantly from the GC machine. I will be doing a litter pick on Sunday.
 3. An amount of silt, gravel and mud has built up at the bottom of Golf Lane near to Park Farm Barns. This is a danger to flooding and to vehicles being able to safely brake, could this be cleared. The previous council had looked into this, but it had slipped through the net.
- *EO to write to the GC and explain the situation with the coffee cups, they may need to put a litter notice up at the GC and invest in new bins. Could users bring their own cups?
- *Chairman to look into costs for repeater signs/installation and visit the site to view the build-up of silt with a view to an annual removal plan.

ITEM 5. FIXTURES AND FITTINGS

(repairs and renewals of Parish fixtures and fittings such as benches, notice boards, salt boxes, gates, fences, defibrillators, pavement lights etc)

5.1 Consider compiling an Inventory of all Parish Fixtures and fittings along with an assessment of condition and likely need for replacement.

- An inventory (Asset List) has already been done as part of the EO's business as usual/audit requirements
- *EO to forward this list to the committee and publish on the HPC website

5.2 Consider the conversion of the pavement lights in LH to LED.

- No action currently required, review this item if and when bulbs/lamps stop working.

5.3 Ascertain the current position with Sarah Stock regarding the availability of the De-Fib boxes.



- Leave this item for the next agenda
- *EO to contact the Heart Foundation/EMAS to find 3 suitable external heated boxes to purchase asap

5.4 Identify the number, location and condition of the grit bins. In the light of the cut backs on the number of bins the Council will service with grit what action will we take as a Parish take.

- There are 8 grit bins in Upper and Lower Harlestone
- Chairman looking into salting routes that may be stopped by NCC
- *Chairman to visit existing bins to check for condition and quantity of salt, to consider if we need any more?
- Possible location: additional bin near the Fox and Hounds
- Consider re-locating the Workhouse Bank bin at the entrance of the adjacent bridle track
- *EO to contact the NCC to find out if they will fund new bins and will continue to fill the current ones. Find out the number of salt bins at HM.

5.5 Replacement and new noticeboards.

- Details of size and spec have been given to the carpenter
- *EO to chase the quote
- Consider making people aware of the excess amount of leafletting and posters being put around the village
- SW happy to police and tidy the UH noticeboard

5.6 Dog Bin for Harlestone Manor.

- Look to appoint a representative from Harlestone Manor to help on this committee
- *EO to contact SC and then consider a HM Facebook request
- Cllr Denny currently looking into a suitable location as part of the full council

5.7 Dog Bin - HVI re-site.

- Looking to move the HVI dog bin from one side of the road to the other, this will move disturbance away from the resident directly next to the bin
- The HVI is a good central location
- Possible new bin to be located on Nobottle Road near the footpath
- *EO to forward contact details to SW to action the above
- *SW to action the above relocation and new installation and bring information/costs back to the committee



ITEM 6. CONSERVATION *(Protection and preservation of our heritage assets)*

The Horse Chestnut tree at Cross Hill has been condemned. (Planted in 1897 to commemorate Queen Victoria's Diamond Jubilee) To consider what action to take once this tree is completely removed in approximately a month's time.

- Committee agree on the option of grinding the root away to clear space for a new tree, rather than keeping a 1 metre trunk
- *EO to ask Althorp if this would be a suitable location for the WW1 commemorative Oak Tree
- *RF to look into costs for a plaque and for railings
- Note: this could be a great location for one of the WW1 benches

6.1 Consider what actions to take in respect of the Yew Tree at Yew Tree Farm which is at risk from neglect.

- A team of volunteers could be used to clear the elder bushes and nettles etc
- *Tim to speak with a tree specialist for information only
- *EO to ask Althorp for their advice and possible help with maintenance and rabbit fencing

6.2 Identify our "at risk" walls and buildings and consider what action the Parish needs to take in respect of their restoration/preservation.

- The wall along New Road has a lot of vegetation growing in and around the stone
- *EO to contact Althorp to ask about spraying or whether a team of volunteers could have permission to clear and tidy these areas
- *Chairman to email/copy maps of the village to all committee members
- EO recommended that the committee members should walk the parish to take notes and photos of untidy areas to prioritise and to make an action plan

ITEM 7. PROTECTION OF OUR ENVIRONMENT

7.1 Consider how we can prevent the destruction of our grass verges which usually occurs in the winter months

- Many of the roads in the village have had serious verge wear and a build-up of mud
- *RF to contact Highways for possible solutions



ITEM 8. HARLESTONE PARISH AS A VISITOR ATTRACTON

(Harlestone Parish, with its attractive village walk, Midshires Way, historic buildings and the Firs will see ever increasing visitors particularly when the new developments are complete)

8.2 Consider the implications of Harlestone Parish as a visitor attraction and how the growth in numbers and cars can be managed.

- To be monitored and considered throughout the village including Harlestone Firs

ITEM 9. IMPROVEMENTS

No items yet to consider

ITEM 10. GENERAL

10.1 Determine the frequency of meetings

- Monthly until further notice

10.2 Determine the date of the next meeting

- 3rd Wednesday of each month
- *Chairman to email the next 12 dates for consideration
- At each meeting the next meeting date will be confirmed

10.3 Agree on the format for the Agenda

- The next agenda will continue in a similar format with the addition of actions
- Agenda items to be emailed to the Chairman or the Clerk with a cut-off point of 5 working days before the next meeting
- EO to formulate the agendas with the Chairman emailing agenda items to the EO to be added
- Agendas will be published and mail-chimped 3 days before the meeting date



Next Meeting Dates:
2018 15.Aug, 19.Sep, 17.Oct, 21.Nov, 19.Dec
2019 02.Jan, 20.Feb, 20.Mar, 15.Apr
19:00 at the Harlestone Village Institute

Paul Thomas – Executive Officer
Dated: 22nd July 2018

Signature:

Executive Officer/Clerk: Paul OR Thomas

Signature:

Chairman: Cllr Tim Cross