



Harlestone Parish Council

www.harlestonepc.org

Executive Officer/Clerk to the Council : Paul Thomas
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Environment and Management Committee Meeting

19:00 on Wednesday 26th September 2018
Harlestone Village Institute NN7 4EH

AGENDA 001

- 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.*
- CRITERIA FOR THE E&M COMMITTEE:** *Must be in line with the Conservation Management Plan and Harlestone Manor Parks and Open Spaces management company Green Belt.
Cohesive with the future Neighbourhood Plan.
Village rural nature preserved but not sanitised.
Consult with landowners, farmers and parishioners about our actions.*



ITEM 19. ATTENDANCE AND APOLOGIES

Chairman: Cllr Tim Cross Cllr Russell Francis
 Stella Westal Mark Yoxon Richard Dyball
 Louise Mills Stewart Clark Sarah Gyde

- Louise Mills - pre-planned unavailability

ITEM 20. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

ITEM 21. DECLARATION OF INTERESTS

ACTIONS FROM THE JULY MEETING

<p>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.</p> <p>EO to seek permission from Althorp/Highways MOP: 5 cars parked here at the weekend, parking here is very dangerous for other road users with doors opening into the road. We have 2 very good car parking areas in the village. Louise: the Church Lane car park is not suitable for general parking on a school day. EO: this area belongs to Althorp not Highways. It is a verge not a carpark Russell: to mention this area with Ian Boyes (Highways) on Monday 20th Aug</p>	PENDING
<p>4.1 Road up to Manor Farm is potholed and crumbling</p> <p>EO to notify Althorp and consider options EO: the road to Manor Farm is adopted by Highways *Chairman and Russell will meet with Ian Boyes from Highways on Monday to discuss Highways issues and to view areas of the village.</p>	PENDING
<p>4.4 EO to contact Althorp to ask about any schedules for clearing/spraying the Midshires Way (CU9)</p> <p>EO to request an update from Althorp on when this footpath will be sprayed/cleared Stewart: we should make a full list of all the areas to be cleared and maintained, we can then put together an annual list to work to. Louise: we should just keep all the small areas for volunteers. EO: we must be clear from a H&S view that when volunteers are working around the village that no strimmers, chainsaws or mechanical machinery is used, as this will not be covered by our parish insurance</p>	PENDING



<p>4.4 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?</p> <p>EO: spoke with Stephanie at the Golf Club re the coffee cups, I was informed that they have a problem with birds emptying the bins, they will look into new bins or new lids. The groundsmen will perform checks of the bins. Russell: the GC have agreed to clear the gravel/silt in the dip of Golf Lane (frequency to be determined)</p> <p style="text-align: right;">PENDING</p>
<p>4.4 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. Chairman: Nordis cost for 6 repeater signs is £188.82 Note: a budget of £120 had already been set and agreed by the HPC council, this committee agrees to purchasing the full 6 signs with the extra cost of up to the full £188.82, chairman to order asap. This is inline with the committees £150 max spend per item guidelines.</p> <p style="text-align: right;">PENDING</p>
<p>5.1 EO to contact the Heart Foundation/EMAS to find 3 suitable external heated boxes to purchase asap</p> <p>EO: I have ordered and paid for these boxes, delivery date is tomorrow EO: we now need to consider locations, permissions and installations Stewart: we need to consider a maintenance schedule/check schedule</p> <p style="text-align: right;">PENDING</p>
<p>5.2 Chairman to visit existing bins to check for condition and quantity of salt, to consider if we need any more?</p> <p>Chairman: all of the bins have salt apart from Crosshill which is only ¼ full and are in good condition, we have an email requesting a grit bin to be placed on Golf Lane. The bins cost £80 MOP: the public and the GC would both benefit from this bin Mark: I believe that the GC should pay towards this MOP: there are no grit bins on Harlestone Manor Stewart: we need a bin on HM near the park as this road is steep, this could be a problem with Green Belt EO: any new grit bins placed on Althorp land will need written permission Louise: please consider a new bin near the telephone box on the A428</p> <p style="text-align: right;">PENDING</p>
<p>5.3 EO to contact the NCC to find out if they will fund new bins and will continue to fill the current ones.</p> <p style="text-align: right;">PENDING</p>
<p>5.4 EO to chase the noticeboard quote</p> <p>EO: the cost of the noticeboards is £900, one for UH on posts and one in LH on the wall next to the telephone box, installation permission will be needed. We need to buy 2 x pin boards. MOP: can get cheaper pin boards, EO to email the dimensions</p> <p style="text-align: right;">PENDING</p>
<p>5.5 S.Westall to action the dog bin relocation and new installation and bring information/costs back to the committee Stella: no movement on this so far, the DDC have new contractors and the person I need to speak to is on holiday</p> <p style="text-align: right;">PENDING</p>



<p>6.0 Cross Hill</p> <p>EO to ask Althorp if this would be a suitable location for the WW1 commemorative Oak Tree EO: to double check with Althorp that this location is suitable? Chairman/Russell: the Highways will pay to take the tree down, will raise this at the Monday meeting, the tree is full of disease. MOP: perhaps a slice of the tree could be engraved and mounted somewhere?</p> <p style="text-align: right;">PENDING</p>
<p>6.0 Cross Hill</p> <p>RF to look into costs for a plaque and for railings. Russell: the plaque costs are circa £150</p> <p style="text-align: right;">PENDING</p>
<p>6.1 Yew Tree</p> <p>EO to ask Althorp for their advice and possible help with maintenance and rabbit fencing EO: the location needs to be identified to the estate and they will ask their qualified head forrester to look at it</p> <p style="text-align: right;">PENDING</p>
<p>7.0 RF to contact Highways for possible solutions for verge wear and tear</p> <p>*Note the Monday meeting</p> <p style="text-align: right;">PENDING</p>

ACTIONS FROM THE AUGUST MEETING

<p>Sarah:</p> <ul style="list-style-type: none"> • To organise litter picks and feed-back ideas to the Chairman (consent will not be given on Estate land) • A428 around the Wyvale parking layby • Litter Bins - Entrance road into Harlestone Manor and at the bus stops either side of the A428
<p>Stella:</p> <ul style="list-style-type: none"> • Dog Bin overflowing at the entrance to the Firs, is this facility adequate?
<p>Stella:</p> <ul style="list-style-type: none"> • HVI Green and Verge, replacement posts • To get a quote for the wooden posts needed
<p>EO:</p> <ul style="list-style-type: none"> • EO: to continue the dialogue with Althorp and secure the allotments for the parish.



EO:

- *MOP were concerned about the 3000 bulbs planted throughout UH along the verges as Gigaclear are digging this area up. Could the cable gully be dug nearer to the road rather than the wall where the bulbs are?*
- *EO: to contact Gigaclear asap*

EO update:

- *The vegetation including Budlias are hanging over the wall and across the path on the A428 opposite the Old House in LH. Weeds are overgrown in the Blacksmiths Yard. What is happening with the large cut down tree in the garden above the Blacksmiths Yard?*

DISCUSSION ITEMS

*Note to Chairman: Neil Mitchell has emailed the EO to volunteer for litter picking, planting and for general village help

ITEM 22. Committee to consider the following project to be put forward to receive a Daventry funding grant

Chairman:

Speed hump traffic controls to be installed in Upper Harlestone on the road up to the Village Institute

ITEM 23. Risk of winter stream flooding

In the 600 metres between the wall across the road from 102, Virginia Cottage to The Grange there is only about 20 to 30 metres of stream visible. For the majority of the distance the stream is completely hidden due to total coverage of vegetation, especially the final 200 metres before The Grange. This is not vegetation overhanging from the bank, it is dense foliage growing in the stream bed. Reported by Tudor.AD

ITEM 24. Village Walk No.2

Chairman: update and possible actions needed

ITEM 25. General Maintenance

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



Discussion Notes:

- *Church wall cleared*
- *HVI – new posts*
- *2 x Acco boards (60cm x 90cm) need to be purchased (circa £55.00 each)*
- *Golf Lane signs ordered, grit bin relocation*
- *Louise Mills: Two areas need clearing*
 1. *From the well to Manor Farm*
 2. *Opposite The Old Bakehouse up to the Bramptons turn*
- *Church wall stones missing*
- *Large wind damaged branch overhanging the church lane reported by Martin.B*

Meeting Duration: 0hrs 0mins

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| • <i>Dog Bins</i> | <i>Stella</i> |
| • <i>Grass mowing/verge maintenance/hedgerows</i> | <i>Russell</i> |
| • <i>Footpaths/bridalways</i> | <i>Louise (Reporting Role)</i> |
| • <i>Inventory of Parish fixtures and fittings</i> | <i>Executive Officer</i> |
| • <i>Grit Bins</i> | <i>Chairman</i> |
| • <i>Noticeboards</i> | <i>Executive Officer</i> |
| • <i>Litter Bins (HM)</i> | <i>Chairman</i> |
| • <i>Trees</i> | <i>Mark</i> |
| • <i>Walls</i> | <i>Russell</i> |
| • <i>Traveller Risk (HM)</i> | <i>Stewart</i> |
| • <i>Harlestone as a visitor attraction/management</i> | <i>TBC</i> |
| • <i>Litter Picks</i> | <i>Sarah</i> |
| • <i>Althorp</i> | <i>Executive Officer</i> |
| • <i>Golf Club</i> | <i>Russell</i> |
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- *Note: volunteers working in the village on behalf of the HPC **MUST NOT** use mechanical/machinery including mowers, strimmers and chainsaws*



Next Meeting Dates:
2018 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: 20th September 2018

Signature:

Executive Officer/Clerk: Paul OR Thomas

Signature:

Chairman: Cllr Tim Cross