

AGENDA 001

124. ATTENDANCE & APOLOGIES

Councillors

Cllr Russell Francis (Chairman)

Cllr Sarah Stock (Vice Chairman)

Cllr Ken Waller

Cllr Tim Cross

Cllr Susie Holland

Cllr Toni Perryman

Cllr Sue Flynn

125. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING(S)

The distributed and published minutes from the previous meeting(s) of the parish council.

126. DECLARATION OF INTERESTS

Members are requested to make any declarations of personal or prejudicial interests, in line with the 2018 code of conduct, relating to items on this agenda.

127. ACTIONS OUTSTANDING FROM PREVIOUS MEETINGS

June Agenda: Public Request

I would like the council to be aware that the drains on the A428 are blocked again, there is a risk of flash flooding. EO to escalate and progress.

- I had an immediate response from Ian Smith of DDC explaining that an urgent order had been requested to clear the drains, traffic management will be needed.*
- No work has been done by Highways as yet*

PENDING

June Agenda: Church Funding

Cllr Ken Waller to contact the Peterborough Diocese to ask for funding and donations towards the church renovations.

- Ken to speak with Liz and the new Rector*
- Ken to progress*

PENDING

043. WW1 COMEMORATIVE BENCHES

Councillor Holland to put forward a proposal to move the two WW1 benches to new locations. The

current locations to have new wooden benches bought and installed at a cost of circa £250 per bench.

- Please see agenda item 076.
- England's Cottage WW1 bench to be relocated to near Glebe Lane bus stop or the bus stop opposite side of the Fox and Hounds, wooden bench to be purchased as a replacement
- Council agree to this project being progressed
- Ken to liaise with Tim for concrete base quotes
- Ken to buy the bench, EO to collect if required
- Bench agreed to be situated on the Glebe Lane side bus stop, chairman to visit the site and double check the location for the bench
- The cost of both concrete bases would be £795 including fixing the bench
- The Playing Fields could also be a location for the bench and would not need a concrete base, the existing bench is rotten
- Glebe Lane and the A428 are locations that can be seen by thousands
- Cost approval for the December Agenda

PENDING

047. The Village Green

Sarah Stock

- The DDC decided that the small oak sapling near the road and the path needs to be moved, this was agreed with the residents
- Permission from Althorp has been given for relocation of saplings at the playing fields, but not on any road sides. Gary Slinn to help determine the best location
- Cllr Stock to chase permissions and approvals from DDC
- Sarah: the DDC have been chased for the letter
- Russell: we are approaching the Autumn replanting time

PENDING

September CHURCH LANE CAR PARK

- The residents close to the Church Lane car park would like to request a PIR light, Cllr Cross to consult with local residents for support/objection
- Cllr Cross confirms that maintenance is being done to clear waste plaster that was fly-tipped into the car park drains
- Cllr Waller to look into CCTV for this area as an option
- Tim: drains still needs rodding
- EO has requested a quote for the purchase and installation of a PIR light from Short Electrical
- CCTV would need Wi-Fi (possibly from the school), permission would be needed from Althorp
- Sue: the PCSO has this area on his weekly rota
- The electrician has visited the car park to quote, ideally the PIR light will need a taller pole and more powerful lamps
- The PCSO is still patrolling this area and has reported no problems or incidents
- Susie to contact the school re funding as they are the largest stakeholder

PENDING

081. FOOTPATH AND ROAD SIGNS RETRO FIT

Project from Cllr Susie Holland to retro fit old style wooden black and white sign posts in the village, would the council consider this project

- *After some discussion the Council recommend agree that Cllr Holland should carry out further research and report back to council*
- *Susie: old signs in the village used to be black and white, new cast signs (4ft x 16") would be £400 + VAT*
- *The village would require 7 signs at a cost of circa £3,400*
- *Susie to visit the foundry where the signs are made and villages that have these signs*
- *Could CIL money be used?*

PENDING

September Action 001

Cllr Cross to draft a letter for the EO to send to Highways regarding the overgrown and poorly managed footpaths along Rugby Road

- *EO has sent the letter to Highways*

PENDING

120. CARDIOPULMONARY RESUSCITATION (CPR)

The Executive Officer has been working to put a training schedule together for CPR training and Defibrillator training in the village

- *The EO is putting together some training sessions for the use of a defibrillator and how to perform CPR*
- *First session will be on Thu 14th November in the village institute 7pm to 9pm*
- *Please email the clerk to book places on a first come basis*
- *This will be professional training with certificates*
- **NEXT TRAINING 9TH JANUARY 2020**

PENDING

110. Allotments

- *Can we restrict non allotment visitors from parking on the grassed area?*
- *The council will write to Althorp for clarification on parking*
- *Look at an Allotments Vacant sign and advertise in the Harlestone Hound*

121. WESTERN POWER UNDERGROUND CABLING

Cllr Tim Cross requests the council writes to Western Power asking if they could consider Lower Harlestone as a suitable village to have the low voltage overhead lines placed under ground as part of their future amenity projects

- *Tim: there are large budgets set for conservation areas*
- *This would remove overhead cables and poles from around the village*
- *Council agree to Tim progressing this project*

116. CONCRETE BASES FOR THE ARMISTICE BENCH AND THE FIRS DOG BIN

Proposal to approve a quote/spend for the construction of two concrete bases

- *Quote includes: timber surround, concrete, cement mixer hire and labour*

- Total Quote Sum: £560.00
- Council all in favour and approve the above costs to progress this project

119. HARLESTONE CONSERVATION AREA ARTICLE 4 DIRECTIONS

- The consultation will run for six weeks from 25th October until 6th December
- Sarah to formulate a briefing paper on behalf of the council and circulate, council can then vote to adopt the document as a December agenda item
- Article 4 will restrict permitted development and work in conjunction with the conservation area

128. 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.

Schedule of Payments

<i>Staff Salary</i>	<i>Gross Salary</i>	<i>£870.00</i>
<i>Wave (Playing Fields)</i>	<i>DD Anglian Water</i>	<i>£39.50</i>
<i>BT Council Office</i>	<i>DD Phone</i>	<i>£39.00</i>
<i>BT Village Institute</i>	<i>DD Broadband</i>	<i>£46.08</i>
<i>Staff Pensions</i>	<i>DD Nest</i>	<i>£62.91</i>
<i>Gigaclear</i>	<i>DD Broadband</i>	<i>£45.00</i>
<i>A&A Landscapes</i>	<i>Grass Cutting</i>	<i>£144.00</i>
<i>A&A Landscapes</i>	<i>Grass Cutting</i>	<i>£144.00</i>
<i>A&A Landscapes</i>	<i>Grass Cutting</i>	<i>£264.00</i>
<i>Malcolm Russell (Playing Fields)</i>	<i>Line Marking Paint</i>	<i>£312.88</i>
<i>Fiftyseven (April to October)</i>	<i>IT Business Services</i>	<i>£134.96</i>
<i>SLCC</i>	<i>Annual Membership</i>	<i>£208.00</i>

HMRC	PAYE NIC	£211.00
Eon (Playing Fields)	DD Electricity Bill	£49.07
BHIB Insurance	Annual	£1,073.33
Sara Spade Music (Coconut)	VE Day Event (Deposit 50%)	£540.00
Tracsis	VAT	£239.00
	Sub Total	£

HPC Petty Cash Spend

Co-operative	Training Expenses	£18.47
Post Office	Lease Postage	£3.17
	Sub Total	£

	Sub Total	£

Total Monthly Spend	£8,282.01
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Signed: Chairman Signed: EO/Clerk

Current Account (872)	£67,981.35	CIL Deposit Account (898)	£41,981.47
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Reserve Account (885)	£15,030.59	Total Accounts	£124,993.41
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- EO to update the council on the monthly bank reconciliation and QFAR
- The payment schedule to be agreed by the council and signed by the EO and Chairman above

129. 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 councilors 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 councilors. This is in line with Standing Orders of 2018

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

DECISION ITEMS

130. VE DAY BAND DEPOSIT/PAYMENT

Proposal from the VE Day organisers to pay the cost of the band from the budgeted event fund, the cost will be paid back by the sale of tickets for the event.

- *Initial Deposit of £580 to be paid as set out on the December schedule*
- *Total cost for the band is £1080*

131. DAVENTRY DISTRICT COUNCIL TOWN AND COUNTRY PLANNING ACTS

DA/2019/0929

- *Removal of a tree*

DA/20190943

- *Tree maintenance*
- *The above 2 planning applications were sent to the HPC within 24hrs of the November meeting by DDC, 0929 and 0943 will have reports sent by Cllr Stock to the councillors and a decision will be made under delegated powers*
- *It was however noted that planning application 0929 was submitted by the chairman who will have no part in any discussion made by the council*

132. THE GREEN UNCUT WILD FLOWER STRIP

It was proposed by a resident near the Green that a 2m strip be kept from mowing and to promote wild flowers, this strip will run along the footpath side under the trees.

- *Cllr Stock could see no problem with this suggestion*
- *If agreed, AA Landscapes will be contacted to leave un-mowed*
- *Council please consider the above proposal to be agreed and implemented*

133. WILDFLOWER AND TREE PLANTING PROJECT

A one year licence has been completed with Althorp for Willow Paddock, the Licence permits the Council and representatives to use the Paddock for a wildflower meadow and tree planting.

- *A group of about 6 to 8 enthusiasts have come together to pursue the Wildflower project and tree planting initiatives.*
- *The group visited the 6 sites plus Willow Paddock and are in the process of formulating an action plan.*
- *Other tree and wildflower enthusiasts are welcome to join the group*
- *The Council were successful in securing 8 saplings for free from the Woodland Trust as part of the Trust's Big Climate Fightback initiative.*
- *During National Tree Week the group along with others planted the saplings at Willow Paddock.*

- *Ongoing projects will be labour intensive but the group will need some funds for bulbs/seeds etc from time to time.*
- *It is proposed that projects are funded from the Parks and Open spaces budget.*
- *Initially, the group require 400g of Yellow Rattle seed at £85.00, 1000 Snakes-head fritillary bulbs at £91.50 (seeds and bulbs approved by Althorp).*
- *Timber stakes/pegs for demarking some of the sites as well as signage at an approximate cost of £50.00 are also required.*
- *Total initial spend of £226.50*

DISCUSION ITEMS

134. WHAT3WORDS

EO to explain and promote the use of this App for the safety of all members of the parish and their families

135. HPC FIRST DRAFT BUDGET 2020 PAPER

First draft of the Harlestone Parish Council's budget for 2020/21, the budget will be agreed in the new year. Please see a copy on the HPC website

136. ALTHORP LIAISON (Executive Officer)

- *Nobottle Road and Church Lane Fly-Tipping reported to the Estate*

137. UPDATES FROM EXECUTIVE COMMITTEES

a. Environment & Safety Committee

Chairman Cllr Tim Cross

b. Playing Fields Sub-Committee

Chairman Cllr Perryman

- *As the current mowing equipment is getting old, could the HPC consider the strategy for replacements or for contracting out the grass cutting*

138. UPDATES FROM WORKING PARTIES & POINTS OF CONTACT

a. PCSO

Cllr Sue Flynn

b. Neighbourhood Plan

- *November Meeting update*

c. Harlestone Hound Newsletter

- *Editors Cllr Stock, S.Gyde*

d. Executive Officer

- *Gigaclear – 2 outstanding maintenance issues*
- *Engineers working in Brington have been asked to visit the Harlestone locations to plan the work*
- *New BT deal secured for the HVI broadband*

e. Cllr Holland – Local Businesses, Annual Meeting

- *Sarah to check recent planning applications for the pub parking sign spec*
- *Annual Meeting date considered: 13th May, EO to check with Lynn.D*

f. Cllr Flynn – Charities, Harlestone Quarry

- *New Quarry Contractor*

g. Trainings Booked (EO)

- *Defibrillator and CPR Training 9th January 2020*

h. VE Day 75

Cllrs Holland, Flynn, Stock, Ann.H, EO

- *Friday 8th May 2020*

i. Cllr Perryman – Speed Watch/Road Safety, Police volunteer on horseback

j. The Wild Bunch

Meeting Duration: 0 hours 0 minutes

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 included:

- *Online Crime Reporting:*
www.northants.police.uk/webform/online-crime-reporting
- *Transport & Mobility solutions in Daventry District: spread the word regarding the services of DACT in local areas* www.dact.btck.co.uk
- *Climate Emergency, public meetings being held to promote information to reduce carbon footprints* www.daventrydc.gov.uk
- *Parish & Town Council Meeting, DDC Offices 30.Jan.2020*
- *General Election 12th December. Candidates: Conservatives, Liberals, Labour, Green Party*
- *Licensing Policy Act 2003 5-yearly review, please see the DDC online response form*
- *Northamptonshire County Council Draft Budget 2020/21 on the NCC website*

NEXT MEETINGS 2019

WED 08 JAN
WED 05 FEB
WED 04 MAR
WED 01 APR

19:00 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: 1 week before the meeting

Paul Thomas - Executive Officer

Dated: 25th November 2019

Signature:

Executive Officer/Clerk: Paul OR Thomas

Signature:

Harlestone Parish Council – December Agenda 2019

Chairman: Cllr Russell Francis