



## Harlestone Parish Council

[www.harlestonepc.org](http://www.harlestonepc.org)

Executive Officer/Clerk to the Council: Paul Thomas [HarlestoneClerk@BTinternet.com](mailto:HarlestoneClerk@BTinternet.com)  
The Old Bakehouse, Harlestone Village NN7 4EP

Members of the Council are hereby summoned and members of the public and press are invited to attend the meeting of Harlestone Parish Council. This meeting may be recorded, but such activity must not impede the conduct or business of the meeting.

Harlestone Village Institute NN7 4EH  
19:00 on Wednesday 7<sup>th</sup> July 2021

### AGENDA 002

#### 059. Attendance and Apologies from Councillors

Cllr Sarah Stock (Chairman)  
Cllr Ken Waller (Vice Chairman)  
Cllr Sue Flynn  
Cllr

Cllr Susie Holland  
Cllr Toni Perryman  
Cllr Rupert Knowles  
Cllr

#### 060. Approval of the Minutes from the previous meeting(s)

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

#### 061. To receive Declarations of Interests by members and applications for Dispensation by the council

Members are requested to make any declarations of personal or prejudicial interests, in line with the 2020 code of conduct, relating to items on this agenda.

#### 062. 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 2020, Standing Orders will then be reinstated to allow the Council to resume its meeting and discussion items.



## Decision Items

**063. Disposal of land known as The Green, Upper Harlestone.**

Proposal to not continue with this transfer from Daventry District Council due to the inclusion of the access road and its future maintenance costs.

- Please see Appendix A (page 10)

**064. Council is asked to resolve to leave the UH Defibrillator in its current location.**

Location: Within a heated defibrillator box on the rear wall of the Village Institute.

**065. Proposal to fit the LH Defibrillator to the outside wall of the Fox and Hounds.**

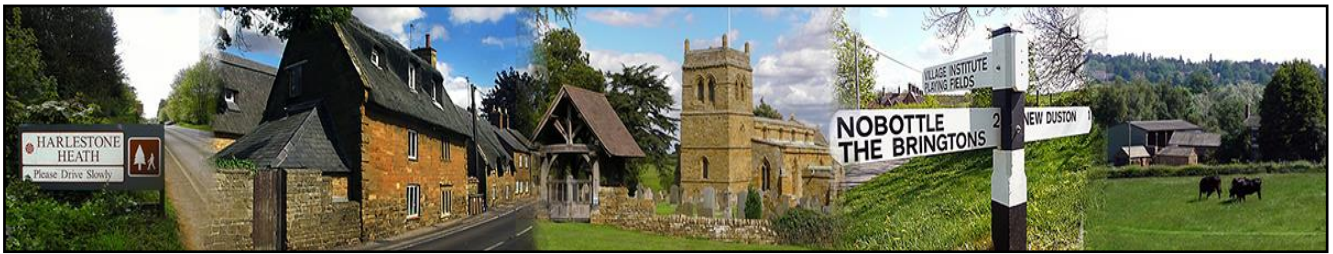
Location: Rear wall along the side of the A428 Harlestone Road in a heated defibrillator box.

**066. Proposal to refurbish the Upper and Lower phone boxes to provide two book exchange locations.**

Council to consider getting quotes for cleaning, glazing, painting, installing wood floors, shelving and possibly the removal of equipment.

**067. Councillors are asked to agree to the installation of a security camera at the Church Lane Carpark with SD card.**

- To supply and fit a camera would cost in the region of £250 plus a sign, estimated cost £50.
- To be acceptable to the police the camera must record in HD, with night vision.
- Must show the GMT date & time.
- NCalc to provide advice on GDPR restrictions.
- Total cost £300.



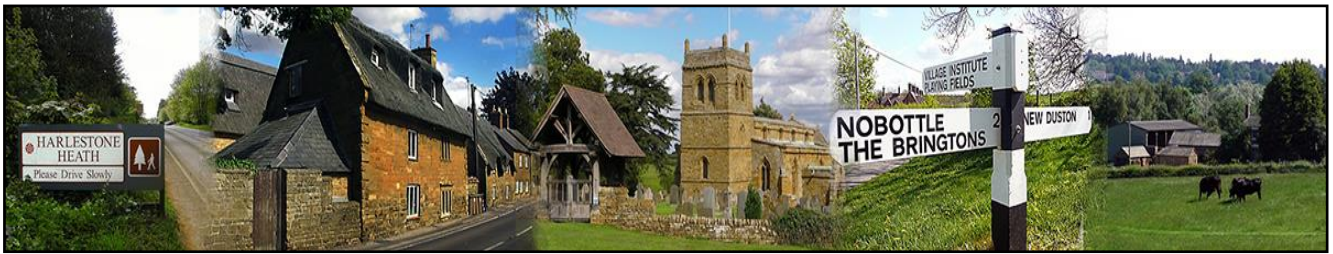
**068. Financial Update from the Executive Officer**

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

<b>Schedule of Payments</b>
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<i>Staff Salary</i>	<i>Autella Payslip</i>	£	554.11
<i>Gigaclear</i>	<i>DD Broadband</i>	£	45.00
<i>BT Council Office</i>	<i>DD Phone</i>	£	40.00
<i>BT Village Institute</i>	<i>DD Broadband</i>	£	38.39
<i>Staff Pensions</i>	<i>DD Nest</i>	£	39.60
<i>Russell Francis</i>	<i>Zoom Charges</i>	£	14.39
<i>E-on Electricity Bill</i>	<i>Village Usage</i>	£	91.61
<i>LGG Services</i>	<i>Verge Mowing - Jun</i>	£	-
<i>LGG Services</i>	<i>Verge Mowing - May</i>	£	320.00
<i>A&amp;A Landscapes Ltd</i>	<i>Village Green, Institute, Church</i>	£	552.00
<i>NCALC</i>	<i>New Councillor Training</i>	£	44.00
<i>Information Commissioner's Office</i>	<i>GDPR/Data Protection Act 2018</i>	£	40.00
<i>Isabel Stock</i>	<i>Litter Picking November</i>	£	19.00
<i>Bella Linskey</i>	<i>Litter Picking November</i>	£	19.00
<i>E-on Electricity Bill</i>	<i>Playing Fields</i>	£	-
	<i>Playing Fields Expenditure</i>	£	-
	<i>EO Office Expenses Transfer</i>	£	-
	<i>Total Monthly Spend</i>	£	1,817.10

Signed: Chairman ..... Signed: EO/Clerk .....



## Unity Trust Bank

01.July.2021

<i>Current Account (872)</i>	£ 13,736.08	<i>CIL Deposit Account (898)</i>	£ 15,877.86
<i>Reserve Account (885)</i>	£ 20,000.00	<i>Total Accounts</i>	£ 57,079.27
<i>Playing Fields (885)</i>	£ 7,465.33		
	£ 27,465.33		

- 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
- **West Northants will pay precept funds to the HPC: 30<sup>th</sup> September 2021**



**069. Updates from the Advisory Committee, Working Parties and Points of Contact**

<b>a</b>	<b>Playing Fields Advisory Committee</b>
	Chairman Councillor Toni Perryman
	Councillors Stock, Perryman and the Clerk to review the lease with Althorp and to meet Phill from the football club to plan the next 12 months matches and finances.
<b>b</b>	<b>Environment and Safety Advisory Committee</b>
	Chairman - not appointed
	Proposal to formally close the environment and safety advisory committee and bring all business back to within the full council to manage.
<b>c</b>	<b>PCSO, Charities, Quarry Liaison</b>
	Councillor Sue Flynn
	PCSO report has been circulated.
<b>d</b>	<b>Local Planning and Conservation</b>
	Councillor Sarah Stock
<b>e</b>	<b>Neighbourhood Plan Coordinator</b>
	Councillor Sarah Stock
<b>f</b>	<b>Wild Bunch Coordinator to offer a "light touch liaison" for the project</b>
	Councillor Rupert Knowles
<b>g</b>	<b>Speed Watch, Road Safety, Police Volunteer on Horseback</b>
	Councillor Toni Perryman (Joint Strategy with Harlestone Manor: Cllrs Perryman/Flynn)
<b>h</b>	<b>Communications Officer, Website, Harlestone Hound, White Newsletter</b>
	Councillor Sarah Stock
<b>i</b>	<b>Major Development, Planning, Substantial Urban Extension/SUE</b>
	Councillor Ken Waller



<b>j</b>	<b>Local Businesses, Annual Meeting of the Parish</b>
	Councillor Susie Holland
<b>k</b>	<b>Althorp Estate and Conservation Officer Liaison</b>
	Executive Officer/Clerk
	Mr David Slack has left the Estate
<b>l</b>	<b>Harlestone Village Institute Liaison</b>
	Councillor Ken Waller
<b>m</b>	<b>Harlestone Allotments</b>
	Executive Officer/Clerk
	Some plots have not renewed so plots available
<b>n</b>	<b>The Queen's Platinum Jubilee in 2022</b>
	TBC
	The late bank holiday will be moved to Thursday 2 June 2022 and an additional Jubilee bank holiday will be granted on Friday 3 June 2022.

### Actions and Projects outstanding from previous meetings.

#### 149. j Allotments

- Proposal to investigate re-stocking the perimeter hedgerow of the allotments with new whips of indigenous species.
- Althorp/Adey will assist with information on identifying the species and the best time to plant.
- EO to source a quote once the whips are in stock from the Woodland Trust.

**(AUTUMN) PENDING**

#### 013. NCR National Community Service

A government sponsored organisation that provides opportunities for 16- to 25-year-olds to take part in social support activities.

- Identified area to be cleared and prepared for a wildflower planting project.
- Work is carried out by young Rotarians and volunteers.

#### Action

- EO to liaise with Allan Wilson to complete the above wildflower project.

**(AFTER RESTRICTIONS) PENDING**



**056. Parish Path Wardens Recruitment Now Open.**

**The Role of a Parish Path Warden**

- Do you love walking and being out in the fresh air and exploring your local area?
- We are asking people to support the work we do by noting down any concerns you have that will affect others using Rights of Ways.
- We are looking for people who have a keen eye and are able to consider differing needs as paths may be clear for some users but may be difficult to access for others.
- Anyone who regularly walks in their local countryside and community can just note down things they find an issue or think may be a problem for others.
- All you need to do is note the problem down and take a photo if possible, either with a camera or with your phone.
- When you come across a path problem e.g. vegetation overgrowth, difficult stile, locked gate, collapsing footbridge, path not made good after ploughing, all you need to do is report it.
- Reporting is easy and we have a great public reporting system that is easy to use.
  
- Claire Marshall has kindly put her name forward to be the bridleways warden for the parish.
- Chairman asks the Clerk to advertise this role on Facebook one more time.
- Cllr Perryman to contact the Northamptonshire Walks website.
- It may be possible to have a number of councillors and members of the public to report gates, litter and maintenance issues to the clerk.

- Cllr Waller to collect the maps and easels from the Village Institute.

- Note from the internal auditor to improve the website contents and accessibility.

**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/ro/report/ocr/af/how-to-report-a-crime/](http://www.northants.police.uk/ro/report/ocr/af/how-to-report-a-crime/)
- Next SPOC/PCSO meeting 14:00-15:30 19<sup>th</sup> August 2021
- Police Commissioner Meetings: booked for the PLR and Cllr Knowles, 12<sup>th</sup> July.
- English Regional Transport Association (ERTA) next virtual meeting: Thu 3pm 26<sup>th</sup> August.

The Chairman closes the meeting at: . . . . .



**Next Meetings 2021/2022**

Wednesday	7	July	2021
Wednesday	1	September	2021
Wednesday	6	October	2021
Wednesday	3	November	2021
Wednesday	1	December	2021
Wednesday	2	February	2022
Wednesday	2	March	2022
Wednesday	6	April	2022
Wednesday	4	May	Annual Meeting of the Council
Wednesday	18	May	Annual Meeting of the Parish

**7pm at Harlestone Village Institute**

Deadline for items for the next meeting to the EO/Clerk please:

**No Later than: 10 days before the meeting**

**Paul Thomas - Executive Officer**

**Dated: 30<sup>th</sup> June 2021**

*Paul.O.R.Thomas esq*

Signature: .....

Executive Officer/Clerk: Paul OR Thomas

Signature: .....

Chairman: Cllr Sarah Stock





## Appendix A

There is a genuine concern namely, the unadoptable road includes a footpath that abuts the boundary of adjacent front gardens and during times of heavy rainfall some home owners front gardens suffer flooding to the extent that one owner is claiming that the flooding is responsible for movement and cracking to their front porch.

The unadopted road is not in good condition and the kerb and footpath has seen sinking in some places, all of which in time will incur costly repairs and maintenance which could be in the region of £15,000 to £30,000 and possibly more. Does council want this liability?

Adopted Roads are the responsibility of Local Authorities. Unadoptable Road are the responsibility of the owner which in this case is WNC and all repairs, maintenance and adverse effects such as ineffective disbursement of surface water (Rain water) is currently with the owner WNC.

If HPC were to acquire ownership of The Green with the unadopted road, HPC would be fully responsible for the above and also pay £2,000 in legal cost for the liability of ownership:-

Currently, WNC have incorporated the unadoptable road in the transfer and Russell is in agreement that if The Green comes with the unadoptable road then HPC should not acquire The Green.

We need to consider all options which are as follows;

1. Acquire The Green to include the unadopted road. Not an option.
  2. Acquire the Green Space only to exclude the unadopted road. Possible option but the benefits are minimal if any?
  3. DDC/WNC retain the ownership of The Green and unadopted road.
- HPC apply for a Voluntary Registration for "Village Green" status subject to WNC agreement.
4. DDC/WNC retain the ownership of The Green and including the unadopted road and we continue as we have done for 100 years or more. No change and withdraw from the proposed acquisition?

On 24th May 2021 Russell Francis asked WNC solicitors as to whether the unadopted road and the maintenance of the road would be excluded from the transfer of ownership. To date council have had not received a response.

Council should enquire as to whether HPC would be able to apply for Voluntary Registration for "Village Green" status in the event that HPC to decide not to acquire the The Green.

It is recommended that council seek clarification in regard to the exclusion of the unadopted road and Voluntary Registration for Village Green Status.