



## 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 6<sup>th</sup> October 2021

### MINUTES 002

#### 089. Attendance and Apologies from Councillors

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

Cllr Susie Holland  
Cllr Toni Perryman  
Cllr Rupert Knowles  
Cllr Mark Jones

- Cllr Rupert Knowles Pre-planned unavailability.
- Apologies accepted All in favour.

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

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

- Cllr Susie Holland Proposes the minutes be approved.
- Cllr Sue Flynn Seconded the minutes be approved.
- The council agree that the minutes are a true and accurate account.
- The chairman to sign the minutes.

#### 091. 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.

- No declarations of interest were offered by the councillors.

Harlestone Parish Council – [October Minutes 2021](#) – Executive Officer/Clerk: Paul Thomas

Deadline for agenda items, 10 days before the meeting to the EO/Clerk.



## 092. 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.

### Key Points by the public:

- An updated spreadsheet of the users of the car park has been recorded.
- Residents have spoken with the Estate.
- Acco drains are failing due to stones from the car park filling them up

### Key points by the council:

- HPC requested to the Estate whether a gate would be approved, this was refused in writing.
- The current situation stands that the answer to a gate is no.
- The council have asked the PCSO to patrol the car park, police are aware, and the sergeant has the activity log, no crimes have been committed.
- Cllr Waller proposes that the council write to the Estate again, Cllr MacConnacher Seconded, Council agree to consider this approach.
- Council to look at options to keep the Acco drains clear, contact A&A to quote

## 093. Council asked to accept response from Sarah Hazell (Althorp Estate Office) regarding the gates.

Following a verbal review of all the communications (including notes from David George regarding the lease and updated incident log) with SH took HPC's request to Edwin Christmas and the Trustees. The response: "There is no evidence to warrant for the gates to be installed, therefore our position remains the same, and we will not proceed with this matter".

- It is recommended that the council not take the matter any further at this time.
- Letter to be sent to the Estate to confirm the above and to consider options regarding a gate if this is a possibility?

## 094. Proposal to renew the Church Lane Car Park Lease with Althorp

Period 25.09.2021 to 24.09.2022

Cost: £250

- The Church or the School may not want to take this lease on if relinquished by HPC
- Defer this agenda item to the November meeting when the gate decision may be resolved



**095. Proposal from the Wild Bunch to purchase some wildflower seed and to have a mown pathway through Willow Paddock**

- Seed 250gm of cornfield annuals code LW9P £24, seed 100gm of yellow rattle £47, seed acquired from Landlife Flowers
- To maintain a 1 metre mowed path from the gate through Willow Paddock, to enable volunteers to manage the area and to create a viewing point for the meadow. This may be subject to permission from the Estate.
- [The seed mix has been approved by Althorp](#)
- Cllr Susie Holland Proposed the purchase of seeds
- Cllr Sue Flynn Seconded
- Council All in favour
- [Council proposes to keep the paddock for the environment to flourish and not for public access, a mown path is not supported](#)
- Cllr Susie Holland Proposed to not support a pathway
- Cllr Fiona McConnacher Seconded
- Council All in favour to support no pathway

**096. The Oxford-Cambridge Arc**

The Government are currently consulting on a Spatial Framework for a whole swathe of development that could affect the future of Northamptonshire. It is based on an arc drawn between Oxford and Cambridge.

- Consultation closing date 12<sup>th</sup> October 2021
- [CPRE are formulating a representation](#)
- [The HPC will not be sending a representation](#)
- [Individuals of the council and parish are encouraged to respond](#)

**097. WND/2021/0511**

A428 Harlestone Road, Harlestone Manor Roundabout

- Four non illuminated roundabout sponsorship signs
- [HPC sent in a representation to object to this planning application](#)

**098. Proposal to purchase a Defibrillator to be housed at the Playing Fields**

Subsidised by the FA for grass roots football clubs at a cost of £695 RRP £1,325

- Purchase can be made with CIL or from the playing fields account
- Cllr Ken Waller Proposed the purchase
- Cllr Fiona McConnacher Seconded
- Council All in favour to purchase with CIL money



**099. WND/2021/0583 Church Farm, Duston Road, Upper Harlestone NN7 4EH**  
Conversion of existing garage and store to self-contained annex including first floor extensions

- This proposal does breach Article 4 Directive. However, the proposed annex is hidden from the street scene and the design/materials are appropriate for the area. Therefore, its impact on the character of the area is minimal.
- Cllr Sarah Stock Proposed to support this application
- Cllr Susie Holland Seconded
- Council All in favour to support



**100. 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>Autella Payslip</i>	£ 330.51
<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>E-on Electricity Bill</i>	<i>Village Usage</i>	£ -
<i>LGG Services</i>	<i>Verge Mowing</i>	£ 160.00
<i>A&amp;A Landscapes Ltd</i>	<i>Village Green, Institute, Church</i>	£ 552.00
<i>A&amp;A Landscapes Ltd</i>	<i>Willow Paddock</i>	£ 90.00
<i>Parish Council Websites</i>	<i>Build Deposit</i>	£ 389.40
<i>Sarah Stock</i>	<i>CCTV Cameras</i>	£ 30.69
<i>Sarah Stock</i>	<i>NHP Meeting Expenses</i>	£ 15.00
<i>E-on Electricity Bill</i>	<i>Playing Fields</i>	£ -
	<i>Playing Fields Expenditure</i>	£ -
<i>Landlife Seeds</i>	<i>Wild Bunch</i>	£ 72.00
	<i>EO Office Expenses Transfer</i>	£ 72.00
	<i>Total Monthly Spend</i>	£ 1,802.59

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



## Unity Trust Bank Accounts

**02.October.2021**

<i>Current Account (872)</i>	£	28,487.46	<i>CIL Deposit Account (898)</i>	£	15,277.86
------------------------------	---	-----------	----------------------------------	---	-----------

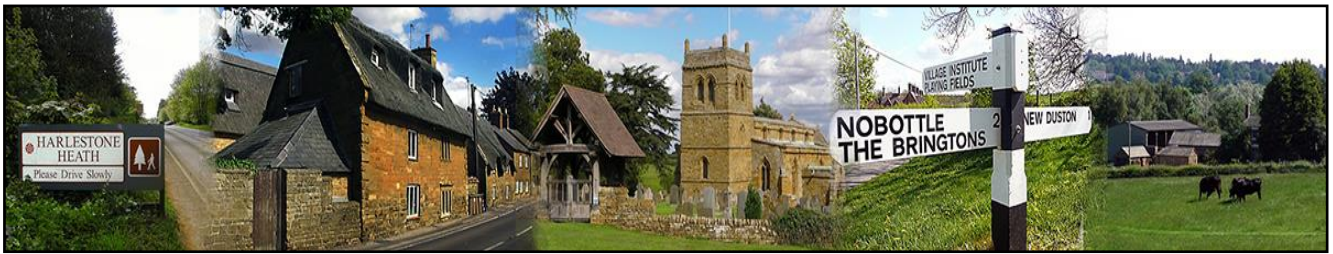
<i>Reserve Account (885)</i>	£	20,000.00	<i>Total Accounts</i>	£	71,230.65
------------------------------	---	-----------	-----------------------	---	-----------

<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
- Received the second maintenance payment of £250 from the Harlestone School
- Received £3,800 payment from BHIB to replace the damaged VAS signs

### AGAR 2020-2021

- Update from the RFO
- Council acknowledges the report from the External Auditor.



**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 Althorp lease proposal   |
|          |  |
| <b>b</b> | <b>PCSO, Charities, Quarry Liaison</b>   |
|          | Councillor Sue Flynn   |
|          | Action: Cllr Flynn to write to Cllr John Shepard to make sure that police reps attend meetings.  |
|          | <a href="#">Letter sent by the SPOC to JS and the Sergeant, no reply to date.</a>  |
|          |  |
| <b>c</b> | <b>Neighbourhood Plan Coordinator</b>  |
|          | Councillor Sarah Stock   |
|          |  |
|          |  |
| <b>d</b> | <b>Wild Bunch Coordinator to offer a "light touch liaison" for the project</b>   |
|          | Councillor Rupert Knowles  |
|          | Willow Paddock has been strimmed and raked ready for the new season  |
|          |  |
|          |  |
| <b>e</b> | <b>Speed Watch, Road Safety, Police Volunteer on Horseback</b>   |
|          | Councillor Toni Perryman (Joint Strategy with Harlestone Manor: Cllrs Perryman/Flynn)  |
|          | Cllrs need to put a date in the diary for the next meeting   |
|          | <a href="#">Speedwatch starting up again in Spring 2022, use the newsletter to recruit new volunteers</a>  |
|          |  |
| <b>f</b> | <b>Communications Officer, Website, Harlestone Hound, White Newsletter</b>   |
|          | Councillor Sarah Stock   |
|          | <a href="#">Cllr Mark Jones is communicating with James from Parish Council Websites, new website link to be circulated, website taking shape.</a> |
|          |  |
| <b>g</b> | <b>Major Development, Planning, Substantial Urban Extension/SUE</b>  |
|          | Councillor Ken Waller  |
|          | <a href="#">WND/2021/0460 Discussed</a>  |
|          |  |
|          |  |
| <b>h</b> | <b>Local Businesses, Annual Meeting of the Parish</b>  |
|          | Councillor Susie Holland   |
|          |  |
|          |  |



<b>i</b>	<b>Althorp Estate and Conservation Officer Liaison</b>
	Executive Officer/Clerk
	White tube fence over the brook has been painted Van-Dyke Brown on 24.09.21
	Playing Fields wall damage reported to Adey Greeno, cause: age, water, rabbits.
	Sarah Hazell looking into ownership of Golf Lane re having a new white safety line
<b>j</b>	<b>Harlestone Village Institute Liaison</b>
	Councillor Ken Waller
<b>k</b>	<b>Harlestone Allotments</b>
	Executive Officer/Clerk
	Some plots have not renewed so plots available
	<a href="#">Options for the current tenants to share the remaining plots.</a>
<b>l</b>	<b>HPC Path Warden</b>
	Claire Marshall
	Claire has attended a number of trainings and has reported issues to fixmystreet
	Claire will keep an eye on footpaths and bridalways
	Horse road safety signs installed along Rugby Road





## 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.

**ACTION (AUTUMN)**

### 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, met at the playing field with Rupert Knowles, pending feedback from Allan Wilson.
- [EO to send an email to A.Wilson to find out if there is an update.](#)

**PENDING**

### September Meeting

- Could we have a speed bump in the village to slow the traffic coming from the playing fields and the HVI?
- Action: Cllr Waller to contact Highways
- [Speed bumps cannot be installed in UH due to there being no street lights or pavements](#)
- [20mph speed restrictions could be an option](#)
- [West Haddon are currently hosting a 20mph trial](#)
- Action: Cllr Waller to pursue application costs with a Highways consultant

### 080. Church Lane Car Park, council to review the following

Communications from the Estate, lease obligations, incidents recorded since the last meeting.

- Action: To make sure that the Estate Director E.Christmas is aware of the Earl's letter to the residents, to share the incident log, to pass on the request by local residents to have a simple wooden gate and to confirm again the Estate's position.

**CLOSE**

### 082. Heated External Defibrillator Box

Proposal to purchase a heated and lit external defibrillator box to house the defibrillator.

- Location: outside the Fox and Hounds pub in Lower Harlestone
- Cost: circa £610
- CIL money can be used for this community infrastructure

**CLOSE**



**083. Pathways overgrown from Golf Lane to Glebe Lane along the A428 Rugby Road**

Councillors are invited to discuss the options to widen the pathways, this is a thoroughfare for access to the bus stop and the school, the paths are less than 30cms in width at some points.

The pathways are not wide enough for pushchairs and wheelchairs, pedestrians are only able to walk in single file, which is not great for school children next to the busy A428. Appendix C

- These pathways are the responsibility of Highways to maintain
- Highways have been notified through fixmystreet
- CIL money could be used by the parish council to cut the edges of the path back.
- Pathways should be a minimum of 1.2m in width if there is tarmac.
- Cllr Waller to contact Highways (Helen Howard) to arrange for the two paths above to be cut back and made safe

**PENDING**

**085. Harlestone Brook and Lake maintenance**

Cllr Knowles is concerned about the brook and lake, consider options for the removal of silt.

- Could this be threatening wildlife?
- The explosion of algae could eventually wash downstream to the Nene.
- Update from the environmental agency.
  
- Cllr Knowles has approached the environmental agency and is waiting to receive an email
- Update for the November meeting

**PENDING**



## Communications with and by the Council

The Council lists and considers here, any correspondence or contact between the council, third parties and the clerk 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/)
- CCTV in the car park will be monitored by the council as they are the data controller and will work to the CCTV code of practice. HPC are registered with the ICO Z2328710
- WND/2021/0460 construction of 47 dwellings. Duston Road, Upper Harlestone

### Church News

- 1<sup>st</sup> Sunday of the month: Benefice Service visiting each church in the benefice in turn
- 2<sup>nd</sup> & 4<sup>th</sup> Sundays of the month: Worship for all at 10am at Harlestone
- 3<sup>rd</sup> Sunday of the month: Communion at 11am at Harlestone

## Communications received from the parishioners

- Martyn Bilbie has cleared the overgrown foliage encroaching the path along Golf Lane
- Martyn Bilbie has cleared the Church Lane car park drains
- Nigel Stock has installed the car park CCTV cameras
- Richard Dyball has replaced the wooden posts on the green at the front of the HVI
- HPC thanks the members above for their kind help
- Note: Agenda item for November: Cllr Sarah Stock to be nominated to join the Staffing Committee.
- Note: Agenda item for November: Cllr Sue Flynn to be nominated to be the Police Liaison Representative (PLR).

**The Chairman closes the meeting at: 20:57**



Next Meetings 2021/2022			
7pm at Harlestone Village Institute			
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
Wednesday		June	2022
Wednesday		July	2022
Wednesday		September	2022
Wednesday		October	2022
Wednesday		November	2022
Wednesday		December	2022
Wednesday		February	2023
Wednesday		March	2023

**Paul Thomas – Executive Officer**

**Dated: 10<sup>th</sup> October 2021**

*Paul.O.R.Thomas esq*

Signature: .....

Executive Officer/Clerk: Paul OR Thomas

Signature: .....

Chairman: Cllr Sarah Stock

*HPC comply with the Race Relations Act 1976 and Section 17 of the Crime and Disorder Act 1988*

Harlestone Parish Council – [October Minutes 2021](#) – Executive Officer/Clerk: Paul Thomas

Deadline for agenda items, 10 days before the meeting to the EO/Clerk.