

PRESTON CAPES PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON TUESDAY 19th MAY 2015 IN THE VILLAGE HALL

PRESENT: Parish Councillors: D Hughes (Chairman), S Brookbanks, D Cox, B Dearn, R Goodwin, D Jones
Clerk: S Foster
Others: County Cllr R Brown, District Cllr L Griffin

1. Administration

- 1.1 To receive and approve apologies for absence
Apologies were received and accepted from Cllr S Maddison, District Cllr R Patchett and District Cllr J Gilford.
- 1.2 To receive declarations of interest in items on the agenda
Cllr Brookbanks declared an interest in item 10.3 as Treasurer of the Village Hall in receipt of payments.
- 1.3 To consider any dispensation requests
None.
- 1.4 To approve the minutes of the Annual General Meeting held on 19th May 2015
Minutes had been circulated. No comments were made. Minutes were proposed as a true record by Cllr Jones, seconded by Cllr Dearn; all in favour.
- 1.5 To approve the minutes of the Ordinary Meeting held on 19th May 2015
Minutes had been circulated. No comments were made. Minutes were proposed as a true record by Cllr Dearn, seconded by Cllr Brookbanks; all in favour.

2. Matters arising from previous minutes (for information only)

- 2.1 Willow tree overhanging the verge in Little Preston
It was understood that a letter had not been sent to the resident as agreed at the May meeting. Cllr Dearn therefore offered to speak to the resident with regards to cutting back overhanging branches.
ACTION: CLLR DEARNS
- 2.2 Report on attendance at Parish & Town Councils' Meeting held on 11th June 2015
Cllrs Hughes and Dearn had attended the meeting. They reported various matters which had been discussed with no action required by the Parish Council.

3. Public Time

District Cllr Griffin reported the following: The Union Flag will be flown for Armed Forces Day with a ceremony taking place at 10.30am on 22nd June; the Housing Land Supply now stands at 5.94 years; further consultations will be taking place on the Daventry Settlements and Countryside Local Plan; the new Chairman of DDC is Diana Eddon; free energy assessments will be available for village halls with grants for solar panels; and the funding package for the Flore/Weedon bypass is now in place.

County Cllr Brown reported: NCC has approved the capital plan for the Flore/Weedon bypass; the New Street development in Weedon had been granted through the appeal process; there is much more pressure on funding now and as a result, NCC are looking at accelerating the sale of some assets; and the Women's Cycle Tour is returning to the county later this month.

It was noted that County Cllr Brown had recently aided the Parish Council in the matter of resurfacing The Square. Cllr Hughes reported that a letter had been received from Chris Heaton-Harris MP and, as a result, NCC had now offered to part fund the required £6,000 on a 50/50 basis. A request was made as to whether Empowerment Funding might be available this year to help fund the work. However, County Cllr Brown requested copies of the letters and emails in order that he can take up the matter with County Cllr Mike Clarke.

ACTION: CLERK

4. Planning

4.1 To consider applications received

| Application No | Description of Development | Location of Development | Parish Council |
|----------------|----------------------------|-------------------------|----------------|
|----------------|----------------------------|-------------------------|----------------|

| | | | |
|--------------|--|--|--|
| DA/2015/0429 | Partial demolition of existing dwelling. Two storey extension to side and principal elevation to form living space accommodation (including ancillary annexe accommodation above proposed garage unit). Alteration to existing window openings and window configuration. New access/security gates facing highway. | Nether Preston, Stowe Road, Preston Capes NN11 3TZ | The application had been circulated and comments received. It was agreed that the Parish Council should object on the grounds that the development is excessive, out of character with its surroundings. Proposed by Cllr Dearn, seconded by Cllr Brookbands. 4 for, 2 against. Carried. |
|--------------|--|--|--|

4.2 To report decisions received

| Application No | Description of Development | Location of Development | DDC Decision |
|----------------|----------------------------|-------------------------|--------------|
|----------------|----------------------------|-------------------------|--------------|

4.3 Other planning matters

None.

5. Highways and Footpath matters

To include:

5.1 Highways representative's report

Nothing to report.

5.2 VAS sign agreement – Agreement received, signed by both parties

The agreement has now been signed by both parties.

5.3 Resurfacing of The Square – progress report

As discussed at 3 above.

5.4 Well cover in the High Street – progress report

NCC had advised that they have control of the highway and road furniture but not other items on such land which remain the responsibility of the land owner. As no-one had witnessed the damage being caused, it was agreed that Cllr Hughes would speak to the land owner in question and ask him to have the cover repaired.

ACTION: CLLR HUGHES

5.5 Consideration of putting dog bins in the village to deal with dog fouling

The matter had been raised at the recent Village Meeting. Following discussion, it was agreed that dog bins are not suitable for the area. However, the Clerk was asked to contact the Dog Warden and request dog fouling signs and also alert her to the fact of increased dog fouling.

ACTION: CLERK

6. Tree Warden's Report

Cllr Dearn reported that one of the horse chestnut trees in Little Preston looks dead. Cllr Cox was requested to inspect and report back.

ACTION: CLLR COX

6.1 Japanese Knotweed – progress report

Cllr Jones advised that the matter had been reported as required and had researched guidelines for removing Japanese Knotweed. It was noted that if the Parish Council feels that the matter is not being dealt with correctly, it would have to decide whether to escalate the matter to DDC to deal with formally. The information obtained would be circulated.

6.2 ACTION: CLERK

7. Household Waste Recycling Centre – Change in opening hours and resultant increase in fly tipping

Concerns regarding the change in opening hours had been expressed at the Annual Village Meeting and at the recent Parish & Town Councils' Meeting. However, following an initial rise in the level of tipping, it was reported that the levels had returned to their previous 'norm'.

8. **Defibrillator** - To appoint a Defibrillator Representative
Cllr Goodwin was unanimously appointed Defibrillator Representative.

9. **Regulatory Matters**

9.1 To report Staging Date for Automatic enrolment legal duties with regards to Pensions Regulator
The Clerk reported that date as late 2016 and will arrange for the contact details to be transferred to herself.

ACTION: CLERK

9.2 To agree compliance with the Transparency Code for Smaller Councils – Effective 1st July 2015

To include:

Review of Standing Orders and Financial Regulations

Review of Risk Assessment

Review of Asset Register

Review of policy documents

The Clerk reported that, in order to comply with the requirements of the Transparency Code, a review of the above documents has been undertaken annually. It was agreed that a working party consisting of the Clerk, Cllr Hughes, Cllr Dearns and Cllr Cox convene and report back to the July meeting. Cllr Hughes also reported that a Parish Council area on the village website will be used for uploading information to comply with the Transparency Code.

ACTION: WORKING PARTY

10. **Finance**

10.1 Consideration of amendments to the current Lloyds Bank bank mandate

It was agreed that the Clerk should look into whether the Lloyds Bank accounts would allow her to be a primary user on the accounts without being a signatory. She will also obtain the papers to allow all Parish Councillors to be signatories on the bank accounts.

Proposal: All current Preston Capes Parish Councillors to be signatories on the Lloyds Bank account.

Proposed by Cllr Dearns, seconded by Cllr Jones. All in favour. Carried.

ACTION: CLERK

10.2 To note bank balances

| | | |
|-----------------------------------|--------------------|------------------|
| As at 30 th April 2015 | Lloyds current a/c | £1,901.64 |
| | Lloyds deposit a/c | <u>£1,609.85</u> |
| | TOTAL | £3,511.49 |

10.3 To approve payments

| Details | Amount (£) | + VAT (£) | Cheque Total (£) | Payee | Authority | Cheque No |
|---|------------|-----------|------------------|----------------------------------|-------------------|-----------|
| Ex-Clerk's Salary May 2015 | 230.00 | 0.00 | 257.05 | P Davies | LGA 1972 s112 | 376 |
| Ex Clerk's Expenses May 2015 | 27.05 | 0.00 | | | | |
| PAYE May 2015 | 57.80 | 0.00 | 57.80 | HMRC | LGA 1972 s112 | 377 |
| Hall hire for litter pick May 2015 | 20.50 | 0.00 | 34.50 | Preston Capes Village Hall | S137 | 378 |
| Hal hire for meetings Feb & Mar 2015 | 14.00 | 0.00 | | | LGA 1972 s112 | |
| Mowing 30.05.15 | 130.00 | 26.00 | 156.00 | P W Warden | Highways Act 1980 | 379 |

Proposal: To approve payment of the above cheques.

Proposed by Cllr Dearns, seconded by Cllr Jones. 5 for. 1 abstained. Carried.

10.4 To note income received

None.

10.5 To approve transfer of £500 from the Current account into the Instant access account

Noted.

10.6 To approve purchase of batteries for defibrillator
It was agreed that the Clerk should purchase required batteries.
Proposed by Cllr Brookbanks, seconded by Cllr Dearn. All in favour. Carried.

ACTION: CLERK

11. Correspondence Received

- ⌚ Preston Capes Educational Charity – Requests for applications
- ⌚ DDC Parish Council Details 2015/16

12. New matters requested for next month's agenda

A regular item for Police/Neighbourhood Watch items was requested, as well as the proposal for a bench in the bus shelter.

13. Diary dates for 2015

| | |
|----------------------------|--------------------------------------|
| 21 st July | Next Ordinary Parish Council meeting |
| August | No meeting |
| 15 th September | Parish Council meeting |
| 20 th October | Parish Council meeting |
| 17 th November | Parish Council meeting |
| 22 nd December | Parish Council meeting |

1st Sunday of each month Village Hall Lunchtime Bar
2nd Friday of each month Village Hall Evening Bar

There being no further business, the Chairman closed the meeting at 8.51 pm

Signed **Date**