

**PRESTON CAPES PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON
TUESDAY 18th APRIL 2017 IN THE VILLAGE HALL**

PRESENT: Parish Councillors: D Cox, B Dearn, S Delacoe, D Jones, S Maddison, R Mansfield
Clerk: S Foster
Others: 1 Member of the public

In the absence of Cllr Hughes, Cllr Dearn took the chair.

1. Administration

- 1.1 To receive and approve apologies for absence
County Councillor Robin Brown
D Hughes – ill
- 1.2 To receive declarations of interest in items on the agenda
Cllr Delacoe declared an interest in item 9.3 for cheque 343.
- 1.3 To consider any dispensation requests
None.
- 1.4 To approve the minutes of the Ordinary Meeting held on 21st March 2017
Minutes had been circulated. No amendments were made. Minutes were proposed as a true record by Cllr Jones, seconded by Cllr Maddison. All in favour. Carried.
- 1.5 To confirm arrangements for Annual Parish Meeting
The meeting will follow the same format as last year and will take place on Thursday 18th May at 7.45pm.
- 1.6 To arrange Clerk's annual appraisal
Cllrs Hughes, Dearn and Maddison will meet with the Clerk to carry out the appraisal and report back to the next meeting.

2. Regulatory Matters

- 2.1 To arrange working party to review governance documents
Cllrs Hughes, Dearn and Jones will meet and report back to the next meeting.

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

There was no further update regarding the Catesby tunnel.
Following the information day at Byfield regarding the medical practice, it was noted that Danetre Medical Practice had been approached as a contingency to take on @50% of the current 11,500 patients from Byfield Surgery. However, it was also noted that the plan for a new surgery in Byfield was receiving support from village and is now dependent on a decision by Daventry District Council. It was noted that works will be taking place on the High Street in the near future which will mean the road being closed for up to 4 days.

4. Public Time

A member of the public queried the dissemination of information by the Parish Council to the public. It was noted that anything which comes through the Parish Council is available under the Transparency Code – either at Parish Council meetings or by request to the Clerk. It was confirmed that no information is disseminated purely through social media outlets.

5. Planning

- 5.1 To consider applications received

Application No	Description of Development	Location of Development	Comment
None			

- 5.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
DA/2016/0954	Construction of greenhouse, associated landscaping to create vegetable garden and ponds. Demolition of timber shed.	The Old Rectory Church Way Preston Capes NN11 3TE	Approved

- 5.3 Other planning matters (For report only)
Nothing to report.

6. Highways and Footpath matters

To include:

- 6.1 Highways representative's report
The Clerk was asked to report the breaking up of the carriageway in two places between Little Preston and Tunningham Farm as well as damage caused to a telegraph pole along the same stretch of road. It was noted that Anglian Water are trying to make contact with the owner of a field adjacent to the crossroads.
The Clerk was asked to write to BT/Open Reach with a request that engineers clear away any detritus left when they have carried out works by the Open Reach box on the High Street.
- 6.2 Footpath Representative's report
R Elkin reported that he had been in contact with NCC with regards to the neglect of footpaths. Mention was also made of landowners having a constant issue with walkers wandering off footpaths. After discussion regarding marking of such footpaths, it was agreed that R Elkin would look into fixing extra markers.
- 6.3 Parking within the village
The Clerk had made no progress on this matter.
- 6.4 Confirmation of Community Enhancement Gang application
No further information has been received since the application was made.
- 6.5 Consideration of The Definitive Map and the Rights of Way Improvement Plan
The Clerk will request an electronic copy of the Definitive Map for uploading to the Preston Capes website. She and R Elkin will meet to complete the Improvement Plan questionnaire.
- 6.6 Consideration of DDC offer for PCPC to undertake Litter Picking Services
It was noted that PCPC would receive £68 per annum for taking on the responsibility of litter picking within the 30mph village limits. After discussion, it was agreed that the PCPC would not take up the offer.

Cllr Cox arrived at the meeting at 8.25pm.

7. Tree Warden's Report

It was noted that some works had taken place at Bintree House. The Clerk will contact DDC to see whether these works had been agreed.

Cllr Cox reported that Japanese knotweed had reappeared at the property at the end of Old Forge Lane. The Clerk was asked to contact the owner with a request that it be dealt with in the proper way and confirmed to the Parish Council that the work has been carried out.

8. Update from Neighbourhood Watch/Police

Nothing to report.

9. Finance

- 9.1 To note income received
- | | | |
|---------|-------------------------|--|
| £ 0.06 | Interest (Feb) | |
| £214.82 | VAT Reclaim (2016/2017) | |
- 9.2 To note bank balances as at 01.04.17
- | | | |
|---------------------------------|------------------|------------------|
| Lloyds Bank Treasurer's Account | £2,408.24 | |
| Lloyds Bank Business Account | <u>£1,527.56</u> | |
| | £3,935.80 | |
| Payments yet to clear | £ 100.90 | |
| Total funds available | | <u>£3,834.90</u> |

9.3 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary – Mar	154.22	0.00	179.15	S Foster	LGA 1972 s112	432
Clerk's expenses – Mar	24.93	0.00			LGA 1972 s112	
NALC Subscription 01.04.17-31.03.18	175.04	0.00	175.04	Northants CALC	LGA 1972 s112	433
Rent for meetings	14.00	0.00	43.30	Village Hall	LGA 1972 s112	434
Rent for litter pick	29.30	0.00				

Proposal: To approve payment of the above cheques.

Proposed by Cllr Dearn, seconded by Cllr Maddison. All in favour. Carried.

9.4 To receive end of year financial accounts

Cllr Dearn and the Clerk confirmed that they had met and prepared the end of year figures which are now available for circulation.

9.5 To consider requesting quotes for insurance cover

The Clerk was authorised to request insurance cover quotes for consideration at the next meeting.

9.6 To complete Annual Return Sections 1 and 2

Parish Councillors answered all questions in Section 1 and Cllr Dearn confirmed that he agreed figures in Section 2. Both Sections were duly approved and signed.

10. Consultations

10.1 NCC – Northampton Orbital Route and Northampton North-West Relief Road (Closes 30.06.17)
No comment to be made.

10.2 NCC – Library Online Use Survey 2017 (Closed 09.04.17)
No comment had been made.

11. Correspondence Received

11.1	NCALC Update	Noted
11.2	Legal services for town and parish councils	Noted
11.3	Police & Crime Plan 2017-2021	Noted
11.4	DDC – Women's Tour Community Briefing (By email)	Noted
11.5	NCC – Preston Capes/Charwelton Road re-surfacing notification	Noted
11.6	Police – Meeting with Stephen Mold on Tuesday 6 th June	Cllrs Hughes and Delacoe to attend
11.7	Northants Local Access Forum – Recruitment of new members (By email)	To be considered by R Elkin

12. Matters not covered on the agenda above

12.1 To update on adopt a kiosk

No progress. It was noted that the light in the kiosk is now working.

12.2 To update with regards to defibrillator in Little Preston

Cllrs Dearn and Maddison had met with an electrician with regards to cabling to the cabinet. Quotes will be sought for consideration at the next meeting. Discussion took place regarding relocating the noticeboard along with the defibrillator to a more appropriate site. The Clerk was asked to research a covenant or wayleave agreement for the placing of cables on Cllr Maddison's land.

12.3 To update on request for copies of Daventry Calling to be delivered to households

Copies had been received by post. The Clerk was asked to thank DDC.

13. New matters requested for next agenda

None.

14. Diary dates for 2017

Parish Council Meetings:	16 th May, 13 th June (bought forward by one week), 18 th July, 19 th September, 17 th October, 21 st November, 19 th December
Village Hall Lunchtime Bar	1 st Sunday of each month
Village Hall Evening Bar	2 nd Friday of each month

The Chairman closed the meeting at 8.50pm

Signed **Date**