



## Minutes of Hanslope Parish Council Monthly Meeting held in the Village Hall, Newport Road, Hanslope on Monday 11<sup>th</sup> September 2017 at 7.30pm

**Present: -** Councillors: Martin Palmer – Vice Chair  
Eileen Price  
Richard Green  
Dorothy Courtman  
Simon Proctor  
Ben Wheeler

Also Present: - Juliet Lewis, Clerk.

Meeting started at 19:40 due to traffic issues in the village.

**17.333** To receive **Apologies of Absence:** Cllr J Green sent apologies ahead of the meeting which were accepted by all.

**17.334** To receive **Members' Declarations of Interest:** Cllr R Green declared an interest in planning application 02270 and Cllr Palmer declared an interest (by association) to planning application 02275.

**17.335** To approve the **Minutes of the Meetings Monday 10<sup>th</sup> July 2017.**  
It was **resolved** to accept the minutes as a true and accurate record of the meeting which took place on Monday 10<sup>th</sup> July 2017.

**17.336** To discuss **Matters arising** from these minutes only:

- **17/01486/FUL:** It was confirmed that the site visit took place and an objection has been submitted.
- Cllr Proctor still waiting for planning consultant quotes – Cllr Price to Forward.
- New caretaker has been appointed and is doing a great job. AH Contracts are now also emptying the litter bins.

**17.337** **Public Time (15 mins):** None present.

Cllr R Green joined the meeting at 19:50 and apologised for lateness due to the traffic issues

**17.338** **Planning:** The following planning applications were discussed:

**17/02084/FUL** | Change of use of paddock and construction of an all-weather menage and landscaped bund | Castlethorpe Road Stables Castlethorpe Road Hanslope: Cllr Price and Cllr Palmer to visit site and advise.

**17/02270/OUT** | Outline planning permission for the proposed erection of a detached dwelling house, with access via an existing bridge to be shared with 37 Tathall End | Land To The South of Brookside Tathall End Hanslope: **No objection.**

**17/02275/FUL** | Single storey side/rear extension | 39 Western Drive Hanslope. **No Objection**

**(b) Response to MKC consultation on planning obligations – deadline 29<sup>th</sup> September 2017:** Clerk to resend the initial email and proposed response for agreement by email by 25<sup>th</sup> September 2017.

- 17.339** **Weed Control: (a) Current situation:** MKC are scaling down their weed control in the village. We have agreed that we need to take over weed control on a permanent basis. We have not, as yet, established where the current MKC contractor provides this service.  
**(b) Marcus Young quotation:** A day rate offer has been received – confirmation of the area to be received: it was agreed that a day rate was not appropriate in this case but a firm quote would be considered once we have established the exact requirement.  
**(c) Public ownership map:** The map given to us by MKC is not detailed enough. Clerk to obtain another copy which can be used to get a more accurate quote.

Cllr R Green has requested that we confirm who does it now and what the surrounding parishes are doing.

- 17.340** **Settlement Boundary Map response:** Clarity required on what it will be used for and where the current information came from. Clerk to chase.

- 17.341** **Neighbourhood Development Plan:**  
**(a) Funding:** Expression of wish has now been accepted. Form has now been complete. Clerk to Chase.  
**(b) Progress:** The two subgroups have met and will forward their views to Cllr Palmer for him to update and forward to Neil Homer.  
**(c) Next steps:** Full group meeting to take place on Wednesday 27<sup>th</sup> September 2017 at 7:30pm

- 17.342** **Finance: (a)** The following monthly Receipts & Payments were put forward for approval:

Date	Chq No	Payee	Details	££
11/09/2017	2749	J Lewis	Salary & Expenses	£1,097.34
11/09/2017	2750	J D Sharpe	Caretaking	£319.40
11/09/2017	2751	Marcus Young	Rec Ground maintenance	£715.00
11/09/2017	2752	A H Contracts	Dog & litter bin emptying	£546.00
11/09/2017	2753	Signarma	Village information signs	£293.44
11/09/2017	2754	HMRC	Clerk Tax	£758.67
11/09/2017	2755	Anglian Water	Rec water	£82.77
11/09/2017	2756i	Mr D Linnell	Internal Audit	£155.00
				£3967.62

			<b>Total</b>	<b>£3,967.62</b>
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**It was resolved** that these payments be accepted in accordance with the Local Government Act 1982 and subsequent amendments.

**(b) Bank Accounts:** It has been established that Natwest require a signatory to open the account. As Internal Controls Officer it is not recommended that Cllr Price is a signatory and it is not good practice for the clerk to be a signatory. Cllr R Green will open the bank account for the Parish Council.

Cllr E Price recommended Metro Bank however it was ruled out due to charges.

**17.343**

**Recreation Ground:**

**(a) Redevelopment:** 3 quotations have been received ranging from £119k to £174k + VAT Each quotation was discussed in detail and one was eliminated. Cllr R Green will contact the remaining two companies to negotiate the best price for the Parish Council. Clerk to confirm VAT reclaim situation.

Clerk to prepare up to date budget for the next meeting to confirm funds available.

Cricket / Football club to be notified as soon as contractor has been chosen and start date agreed. Use of a portacabin to be factored into the cost.

**(b) Rubbish removal:** This has been outstanding for some time. Clerk will sort.

**(c) Additional CCTV camera:** The new car park is not covered by the current cameras. It is proposed to install an additional camera at the approximate cost of £200 + installation. All agreed. Cllr R Green to organise.

**17.344**

**NAG update:** Cllr Courtman confirmed the need for an additional CCTV camera at the rec ground already agreed. She stated that the signs warning residents of the use of CCTV cameras need to put up asap. Clerk to contact the new caretaker.

Thames Valley Police have a community forum which is open to the public. Time and place to be confirmed.

ANPR camera signs are on order and permission to put them up has been received.

Rural focus week is upcoming, the police should be more visible.

Signage is missing by the new Mulberry Homes. Cllr Courtman will provide details to the clerk to follow up.

**17.345**

**Councillor vacancies:** One interested party joined us for the meeting and will be interview before the October meeting. One vacancy still exists and will be re-advertised.

- 17.346 Website:** The website will be ready by the next meeting however a number of councillors still have not provided a photograph and passage for inclusion in the get to know your councillors page. Those Councillors who have expressed a wish not to have full details on the website will be added by name only.
- 17.347 Bus Shelters –** No progress has been made. Cllr R Green will report back at the next meeting.
- 17.348 Providing a plaque for the tree planted to mark WW1:** Cllr Palmer to circulate wording for the plaque for agreement. Decision can then be made as to the post / fencing that it will be erected on. Update at the next meeting.
- 17.349 Historic walk signs – update on the signs yet to be placed:** The sign on the Methodist church will be erected shortly. The final sign no longer within the grounds of St James but will be in the vicinity.
- 17.350 Best Kept Village presentation – final details:** The presentation will take place at 10:15 on Saturday 16<sup>th</sup> September. Tea / Coffee and biscuits will be provided. Cllr Price and Cllr Courtman to provide the biscuits. It was stated that the clerk was not required to attend as they had help lined up.
- 17.351 Correspondence received by the clerk not covered above:** The clerk had previously circulated details of proposed working hours as there has been comments around not being contactable. These hours will be 10am to 2pm Monday to Thursday. Cllr Price asked how the other 4 hours would be spent. The clerk confirmed that it would be covered by answering urgent calls / emails outside of those hours and attendance at evening meetings. All agreed to the stated hours.
- Cllr Palmer had requested an 'AOB' on the agenda. The clerk confirmed why this was not applicable on a Parish Council meeting agenda however we will in future include village maintenance issues. The caretaker had raised the issue of an old concrete foundations being upturned by the ground maintenance team. He will contact the football club to establish if it needs to be replaced or it can be buried. Clerk to forward the football club email details to Cllr Palmer.
- Cllr Price requested that the Clerk copy all councillors into every email that she sends. The clerk pointed out that this would essentially 'bury' emails that busy councillors needed to read. Other councillors agreed that this is the case and that the clerk should be trusted. Cllr Price asked about access to the clerk email account. The clerk confirmed that this wasn't ethical as it is often the means used for complaints against councillors. All agreed.

Meeting concluded at 21:40

Next Meeting will be Monday 9<sup>th</sup> October 2017 at 7.00pm