

| | |
|-------|---|
| | <p>GREENS NORTON PARISH COUNCIL</p> <p>MINUTES OF ANNUAL MEETING OF THE COUNCIL HELD ON TUESDAY 7th MAY 2024 AT 7.30PM AT THE COMMUNITY CENTRE</p> |
| 24/53 | <p>PRESENT; Cllrs S. Hiscock taking the chair, C. Croft. P. Agness, S. Pentland and Cllrs Mrs C J. Docking and Joan Brennan McCord. Also present Mrs L. Paice, Clerk , Cllr Charles Manner, Unitary Ward Member and one member of the public.</p> |
| 24/54 | <p>Having been duly nominated and seconded it was RESOLVED that Cllr S. Hiscock be elected CHAIR of the Council for the coming year. Cllr Mrs Docking proposed a vote of thanks in his absence to Cllr Bowmer for his length of service as Chair of the Council.</p> |
| 24/55 | <p>Cllr Hiscock duly completed his DECLARATION OF ACCEPTANCE OF OFFICE</p> |
| 24/56 | <p>CHAIRMAN’S ANNOUNCEMENTS were noted.</p> |
| 24/57 | <p>APOLOGIES were received and accepted from Cllr Bowmer (prior commitment), Cllr Mrs Trotter (away), Cllr Collier (family commitment) and Cllr Foss (family commitment).</p> <p>At this point a request from Cllr Foss for a leave of absence due to ongoing family commitments was considered and it was RESOLVED that a six months absence be agreed to return to meetings in December 2024</p> |
| 24/58 | <p>i)No DISPENSATION REQUESTS had been received.</p> <p>ii)No DECLARATIONS OF INTEREST were made.</p> <p>iii) Members were reminded of the REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS following any changes, within 28 days of the changes</p> |
| 24/59 | <p>MINUTES of the 2023 Annual Meeting were noted as being signed at the June 2023 meeting of the Council and it was RESOLVED that the Minutes of the meeting held on 2nd April 2024 having been previously circulated be signed as a true record.</p> |
| 24/60 | <p>No nominations having been received in advance of the meeting Cllr Pentland put himself forward to be Vice Chair of the Council for the coming year. It was unanimously RESOLVED that his offer be accepted and he was appointed accordingly.</p> |
| 24/61 | <p>Consideration was given to the formation, designation and membership of the following Groups and it was RESOLVED that the following appointments be made:</p> <ul style="list-style-type: none"> • Finance Working Group – Chairman/Vice Chairman/Cllr Agness/Cllr Collier/Cllr Bowmer/ Clerk. With a remit to report back to the Council on financial matters • Councillor with responsibility for the parish play areas – Cllr Bowmer with a remit to report back to the Council- subject to confirmation • Councillor with responsibility for the Jubilee Garden – Cllr Mrs Brennan McCord with a remit to report back to the Council |
| 24/62 | <p>The following POLICIES OF THE COUNCIL were considered and it was RESOLVED as listed on the Agenda they be adopted unchanged being:</p> <ul style="list-style-type: none"> • Standing Orders, Freedom of Information Publication Scheme Internal Audit Terms of Reference and Scope & Nature of internal controls <p>Other Policies of the Council would be considered over future meetings as designated on the Agenda.</p> |
| 24/63 | <p>Due to the incapacity of the GNAGS representative to attend the meeting It was RESOLVED that the GNAGS ALLOTMENT AGREEMENT be taken forward to the next meeting.</p> |

| | | | |
|-------|--|---|---------------|
| 24/64 | It was RESOLVED that Cllr Agness be appointed as the INTERNAL VERIFIER of the Council's accounts. | | |
| 24/65 | It was RESOLVED the NCALC INTERNAL AUDIT service continue to be used. | | |
| 24/66 | It was RESOLVED that the Clerk be appointed RESPONSIBLE FINANCIAL OFFICER of the Council. | | |
| 24/67 | It was RESOLVED that DELEGATED POWERS BE GIVEN TO THE CLERK to determine, in consultation with members, suitable open issues. Actions to be ratified at the next meeting of the Council as necessary | | |
| 24/68 | It was determined that the DATES OF MEETINGS OF THE COUNCIL , be the first Monday of each month at the Community Centre excepting when this may be a Bank Holiday, in which case the meeting will move to the first Tuesday of the month or such other date as may be designated by the Clerk as necessary . No meetings would be held in August 24 and January 25 with a final 2024 meeting in December on this occasion. | | |
| | At this point the meeting moved on to address the normal pattern of Council business | | |
| 24/69 | PUBLIC TIME – No issues were raised. Cllr Manners as UNITARY MEMBER had no further update on the DHL or other major applications but urged members to respond to his recent alert relating to Towcester Town centre which the Clerk had included in the later item on Consultations. He was thanked for attending the meeting. | | |
| 24/70 | An issue raised at the recent ANNUAL VILLAGE MEETING following a presentation on preparing an Emergency Plan for the village was further consider and it was RESOLVED that Cllrs Croft and Pentland present a preliminary report in this regard to a future meeting. | | |
| 24/71 | An application had been received from Barry Turland to be co-opted to one of the current VACANT SEATS on the Council and it was RESOLVED that he be duly appointed. Neil Smith present at the meeting as a member of the public also put himself forward for co-option and he being known to the members it was RESOLVED that he also be co-opted all seats on the Council now being filled. The Clerk would take the necessary action to progress both co-options from the June meeting. | | |
| 24/72 | PLANNING – 72.1 The following APPLICATIONS were considered and comments would be submitted accordingly: | | |
| | Application No | Details | Comments |
| | 2024/2019/FULL Weblink https://wnc.planning-register.co.uk/Planning/Display/2024/2019/FULL | Conversion of a single storey redundant stone barn to create a residential unit at Field Burcote Farm | No objections |
| | 2024/2020/LBC Weblink https://wnc.planning-register.co.uk/Planning/Display/2024/2020/LBC | Listed building consent for conversion of a single storey redundant stone barn to create a residential unit | No objections |

| | | | | | | |
|--|---|---|-------------|---------------------|---|-------------------------------------|
| | | at Field Burcote Farm | | | | |
| 2024/2154/FULL Weblink: https://wnc.planning-register.co.uk/Planning/Display/2024/2154/FULL | First floor extension, internal and external alterations at 12 Bengal Lane | To be advised to Clerk by 20/5/24 | | | | |
| 72.2/3 no PERMISSIONS or REFUSALS had been advised | | | | | | |
| 72.4 There was no further information on major projects beyond that on DHL earlier reported. | | | | | | |
| 72.5 OTHER PLANNING MATTERS – i) Submission of the Settlements Hierarchy paper was noted | | | | | | |
| ii) Members were again urged to consider comments on the current Local Plan Consultation and the Clerk would circulate details of a planned briefing meeting the following week. | | | | | | |
| iii) A letter from Dame Andrea Leadsom MP on the DHL application and National Highways traffic comments had been circulated. | | | | | | |
| iv) In the absence of Cllr Trotter no further information on her suggestion of a Housing Needs Survey was available and this would be carried forward to the next meeting. | | | | | | |
| 24/73 | 73.1 It was RESOLVED that the following payments be made, Cllrs Trotter and Hiscock to authorise online: | | | | | |
| | Payment reference | Amount | Incl VAT of | Payee | Details | Spending power |
| | OL5/1 | £1548.99) £5.30) £56.05) £1610.34 | | Linda Paice | Salary & expenses AVM expenses AVM expenses | LGA 1972 s 112 LGA 1972 s111 |
| | OL5/2 | £766.00 | | HMRC | Tax and NHI mnths 1&2 | LGA 1972 s111 |
| | OL5/3 | £552.00 | 92.00 | Cuttlefish Creative | Website hosting | LGA 1972 s142 |
| | OL5/4 | £1168.40 | 86.40 | NCALC | Membership renewal, Int Audit Service & Data Protection Service | LGA 1972 s111 |
| | OL5/5 | £37.78 | 6.30 | Printerbase | Admin shared costs | LGA 1972 s111 |

| | | | | | |
|--------|---------|--------|---------------------|----------------------------------|-----------------|
| OL5/6 | £62.50 | | Sue Ingram | PF works | Open Spaces Act |
| OL5/7 | £162.00 | 27.00 | Community Heartbeat | Duncote defib annual support | GPOC |
| OL5/8 | £300.00 | 50.00 | Bubble | Community Engagement | LGA 1972 s142 |
| OL5/9 | £666.00 | 111.00 | CGM | Mowing | Open Spaces Act |
| OL5/10 | £382.80 | 63.80 | Edge IT Systems | Year 5 hosted services | LGA 11972 s111 |
| OL5/11 | £42.00 | 7.00 | Northants ACRE | Membership | GPOC |
| OL5/12 | £25.00 | | Keith Rippon | Annual sign license | GPOC |
| OL5/13 | £25.00 | | Ryan Crawford | Annual PF gate payment | GPOC |
| OL5/14 | £211.80 | 35.30 | DNH Contracts | Dog bin maintenance | Open Spaces Act |
| OL5/15 | 477.60 | 79.60 | Forde & McHugh | Street light lantern replacement | Highways Act |

It was further **RESOLVED** that the following additional payments be made under Financial Regulation 6.5:

| Payment reference | Amount | Incl VAT of | Payee | Details | Spending power |
|-------------------|---------|-------------|------------|--------------------------------|-----------------|
| OL5/16 | £405.00 | | Mat Webber | Jubilee Garden & handyman work | Open Spaces Act |

Payment as follows made by Direct Debit were noted

| Payment reference | Amount | Incl VAT of | Payee | Details | Spending power |
|-------------------|------------|-------------|-------------|-------------------|----------------|
| Direct debit | £3.00 | | Lloyds Bank | Multipay card fee | GPOC |
| Direct debit | £ 13628.02 | | PWLB | CC loan repayment | LGA 1976 s19 |
| Diret debit | £163.01 | 9.25 | SSE | Electricity | Highways Act |

| Payments made on the Multipay Card: | | | | | |
|---|--|-------------|-------|------------------------------------|-----------------|
| Payment reference | Amount | Incl VAT of | Payee | Details | Spending power |
| Multipay | £116.00 | | WNC | Green bin stickers- Jubilee Garden | Open Spaces Act |
| <p>73.2 RECEIPTS - HMRC - £5932.81 VAT reclaim: WNC £48103.00 half Precept.</p> <p>73.3 The Council's bank balances at 30th April were noted as £50000 in the Instant Access Account and £71,253.37 in the current account.</p> <p>It was RESOLVED that a further £40,000 be transferred into the Instant Access Account and was further determined that the Clerk make investigations into possible high interest rate Investment accounts</p> <p>73.4 As several of the signatories listed on the Unity account are no longer members of the Council it was RESOLVED that due process be followed to get the mandate fully updated.</p> <p>73.5 Submission of the 2023-24 AGAR Annual Audit Return was noted.</p> <p>73.6 The Report of the Internal Auditor on the 2023-24 Accounts was noted with no issues raised.</p> <p>73.7 A Letter of Engagement from NCALC relating to the Internal Audit Service the Council buys into was noted payment of the above invoice indicating acceptance.</p> <p>73.8 After consideration it was RESOLVED that the subscription to CPRE not be renewed.</p> | | | | | |
| 24/74 | <p>REPORTS:</p> <p>74.1. COMMUNITY ENGAGEMENT – In the absence of Cllr Bowmer no report was available.</p> <p>74.2 HIGHWAYS - i) No issues reported.</p> <p>ii) Updates were noted</p> <p>iii) The Clerk updated members on the latest position with the fallen VAS on Blakesley Hill and in the absence of Cllr Foss nothing further had been progressed with additional signage or the planned Police visit.</p> <p>iv) A License application for siting a grit bin at the junction of Calvert Road and Towcester Road was still not issued. Cllr Trotter had requested consideration of an additional bin on Blakesley Hill which it was RESOLVED that the Clerk pursue. Cllr Trotter had now locked all of the bins for the summer months and reported the issue of dog waste in the bin by the Reading Room which led to a RESOLUTION to apply for a licence to install an additional dog waste bin at this point</p> <p>v) It was RESOLVED that the quotation received for gateway features at Duncote be accepted and an order placed. Once a price was available for just a Duncote style sign consideration would be given to replacing all of the GN village signs.</p> <p>vi) An update from Persimmon Homes on the Towcester Relief Road was noted</p> | | | | |

| | |
|-------|---|
| | <p>vii) The process for a permanent speed reduction to 20mph in the village would be pursued with WNC Highways.</p> <p>74.3 PUBLIC RIGHTS OF WAY – Details of land ownership was awaited in relation to the kissing gate issue off Bengal Lane.</p> <p>74.4 LIGHTING – The lantern on the light outside the old village hall had been replaced due to water ingress.</p> <p>74.5 TREES – The Clerk reported on a request for works to be done on the large sycamore tree at the junction of Sycamore Road and Mill Lane. Highways had checked the issue and would be monitoring it.</p> <p>There had been no progress on the tree works on land between Bradden Road and Way</p> <p>74.4 PLAYING FIELD - i) Regular inspections continue and there had been no progress on a replacement basket ball net.</p> <p>ii) In the absence of Cllr Trotter Cllr Croft briefly update on the fireworks event.</p> <p>74.5 POCKET PARK – i) Working Parties continue and reports were noted.</p> <p>ii) A policy on memorial seats within the Pocket Park area would be left to the Volunteers to determine</p> <p>74.6 Maintenance of the JUBILEE GARDEN continues.</p> <p>74.7 VILLAGE GREEN - i) A fallen dog waste bin had been replaced on an existing post and the rotten post stump would be removed.</p> <p>ii) Repairs to the base of the village sign which had not been addressed by the Handyman would be undertaken by an outside contractor.</p> <p>74.8 ALLOTMENTS – Nothing reported</p> <p>74.9 Cllr Foss as POLICE LIAISON REPRESENTATIVE had circulated information to members.</p> <p>74.10 VILLAGE HALL – Cllr Agness updated on the current position with the GNVHCT</p> <p>74.11 COMMUNITY CENTRE – No issues to report.</p> <p>74.12 OTHER REPORTS – i) Work on a Village Information Pack was in hand.</p> <p>ii) The latest litter picked had been reported as a successful event.</p> |
| 24/75 | <p>i) General and tabled CORRESPONDENCE was noted.</p> <p>ii) The Council RESOLVED not to move to gov.uk e mail addresses.</p> <p>iii) Information from SNVB on Community Connect Wellbeing and Welfare Support and from WNC on ‘Repair rather than replace!’ was noted.</p> |
| 24/76 | <p>Current WNC CONSULTATIONS were noted on a draft Local Flood Risk Management Strategy, Community Governance Review Phase 2 , SEND Funding recommendations and Towcester Centre revitalisation all of which were available to consider on the Consultation Hub along with the Local Plan consultation</p> |
| 24/77 | <p><i>Pursuant to the public bodies (admission to Meetings) Act 1960 due to the sensitive nature of the matters next to be considered members of the public and press were asked to leave</i></p> |

| | |
|-------|---|
| 24/78 | <p>i) Consideration was given to the annual review of the Clerk's contract and decisions reached which would be formally advised by the Chairman.</p> <p>ii) Following concerns expressed regarding the Council's process of due diligence, relating to village management issues, were determined for action by the Clerk.</p> |
| 24/79 | <p>DATE OF NEXT MEETING. - MONDAY JUNE 3rd. at 7.30PM in the CCA Meeting Room 2</p> |

There being no other business, the meeting closed at 9.25pm