

**Minutes of the Annual Meeting of HARDINGSTONE PARISH COUNCIL
held on Tuesday 19th May 2021, St Edmunds Church, Hardingstone**

The Parish Room, The High Street, Hardingstone, Northampton, NN4 6DA

www.hardingstoneparishcouncil.gov.uk email:clerk@hardingstoneparishcouncil.gov.uk phone: 07709 523746

Present: Chairman Cllr P Thomas, Cllr N Briddon, Cllr S Clements, Cllr M Haines, Cllr B Jones, Cllr M Keable, Cllr J Kerr, Cllr Newman.

Also present: Clerk Sally Willis, PC Edwards, PCSO, Neighbourhood Warden Paul Townsend and 9 Members of public

Meeting start 7.30pm

46/21	<p>To elect Chairman for 2021-22 It was proposed that Perry Thomas is re-elected as chairman. He accepted</p>
47/21	<p>To elect Vice-Chairman for 2021-22 It was proposed that Jim Kerr is re-elected as Vice chairman. He accepted</p>
48/21	<p>Apologies Apologies received from Cllr J Bolton and WNC Councillor L Bowen</p>
49/21	<p>Disclosure of interests in items on the agenda None</p>
50/21	<p>Chairs Announcements The chairman explained that following advice from Wicksteed the trampoline has been fenced off for safety reasons following the tampering with springs to release a bird that had got stuck underneath. Whilst it may look safe we are following guidance and need to put the children's safety first.</p>
51/21	<p>Clerks Report Clerk has contacts at Kier who are developers on the SUE site. If anyone has any issues please contact the clerk who will pass comments on.</p>
52/21	<p>Public Time The Parish Council was thanked for installing the kissing gate at Cherry Orchard. A member of the public had tried to open with a radar key and struggled to open it. The council will look to see if it just needs oiling. 2 Members of the public were there to give thoughts on the proposed bike track on Hardingstone 9 golf course. This area has become naturalised and has a great diversity including some rare species. They were not against the bike park but just questioned if this was the correct place for it. They were advised that at the moment we have not heard if there is actually full funding for the project and if and when there is there will be full planning consultation. It was asked if the council could request a temporary lifting of the weight limit on Landimore Road to help move construction traffic off Newport Pagnell Road. Clerk is investigating.</p>
53/21	<p>Reports</p> <p>a) West Northants Councillors Cllr L Bowen supplied a report which was read out by they clerk. As ever the pace of change is fast. Elections have taken place and 93 councillors appointed. Since the election, Jonathon Nunn has been selected as the Leader of West Northants and Adam Brown as deputy Leader. Later today there will be an announcement on who will be in the cabinet. Induction training starts today for everyone; newly appointed and established based on a Unitary approach. The annual meeting is on Thursday evening at the Saints ground where all 93 members will attend and where all key appointments will be ratified.</p> <p>b) Police PC Jamie Edwards was present and introduced PCSO. There was a traffic operation in the village over the weekend where vehicles were stopped. Tickets were also given to 2 vehicles for obstructive parking. He will continue to liaise with Cllr Kerr. There are lots of initiatives planned for the summer with the schools. His details have been provided for the newsletter. He was asked about an incident at the weekend. He was unable to give details but confirmed that CID were investigating. It was thought this was a one-off spontaneous event.</p> <p>c) Neighbourhood Watch If you hire a Voi scooter you now have to take an end of hire photo. If not parked correctly twice then the user is fined. This has led to better compliance</p> <p>d) Footpath Warden All paths are open and accessible though some are slippy due to wet weather.</p>

e)	<p>It was noted that hedges are overgrowing residents fences backing onto the Rec. Clerk to report.</p> <p>Neighbourhood Warden</p> <p>He has been involved in ensuring covid compliance. There have not been any fines issued for breaches in the village. There have been reports of fly tipping on what is being called The Green (known locally as Lewis' Lane), this is happening a lot, as such he has applied to see if CCTV can be installed for a short while to catch people doing this.</p>																																																																																																		
54/21	<p>To approve the minutes of the Annual Parish Council meeting held 6th April 2021</p> <p>Minutes approved and signed</p>																																																																																																		
55/21	<p>To consider co-option to fill vacant seats</p> <p>2 residents had expressed an interest in filling the 2 vacant seats. It was proposed to co-opt both. Gail Duncan and Bennita Brown were welcomed</p>																																																																																																		
56/21	<p>To consider and adopt the General Power of Competence</p> <p>The clerk explained what this meant. The council qualify for the General Power of Competence following the election. It was proposed to adopt the General Power of Competence.</p>																																																																																																		
57/21	<p>To consider and approve membership of committees and working groups</p> <p>It was proposed to postpone this item to the next agenda to allow new councillors time to look at what each committee and working group did.</p>																																																																																																		
58/21	<p>To consider and approve future of parish council meetings in light of covid restrictions during 2021</p> <p>Legislation allowing the council to meet virtually had expired and councils now needed to meet in person again. Due to current covid guidance the parish room is not large enough for full council meetings, to accommodate all councillors and any public. It was thought that due to reduced numbers committees and working groups would still be able to use the parish room.</p> <p>It was proposed that the council use the village hall for full council meetings, and if not available to use the church, until guidance allows the parish room to be used again.</p>																																																																																																		
59/21	<p>Finance and General Purposes</p> <p>a) To receive Receipts and Payments account</p> <p>Bank balance is looking very healthy and new ideas needed on how to best use this to serve the community.</p> <p>Resolved</p> <p>b) Payments for Approval</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Cheque</th> <th>Description</th> <th>Total</th> <th>VAT inc</th> </tr> </thead> <tbody> <tr> <td>Chris Newman (Building services)</td> <td>ol6</td> <td>Install Kissing gate</td> <td>1230.00</td> <td>0.00</td> </tr> <tr> <td>Amberol</td> <td>ol7</td> <td>Planters for war memorial</td> <td>1159.97</td> <td>193.33</td> </tr> <tr> <td>R&G Groundworks</td> <td>ol8</td> <td>grass cutting</td> <td>530.40</td> <td>88.40</td> </tr> <tr> <td>Keith Rose</td> <td>ol9</td> <td>Village Maintenance & Cleaning</td> <td>262.50</td> <td>0.00</td> </tr> <tr> <td>NCALC</td> <td>ol10</td> <td>Training Course - PT</td> <td>44.00</td> <td>0.00</td> </tr> <tr> <td>Centrewise</td> <td>ol11</td> <td>Kissing gate</td> <td>652.80</td> <td>108.80</td> </tr> <tr> <td>P Gobey</td> <td>ol12</td> <td>plants for planter</td> <td>37.92</td> <td>0.00</td> </tr> <tr> <td>S Clements</td> <td>ol13</td> <td>Paint for dog bins</td> <td>28.00</td> <td>0.00</td> </tr> <tr> <td>S Willis</td> <td>ol14</td> <td>One drive and Zoom</td> <td>16.38</td> <td>2.73</td> </tr> <tr> <td>Viking</td> <td>ol15</td> <td>stationery</td> <td>26.44</td> <td>4.41</td> </tr> <tr> <td>SLCC</td> <td>ol16</td> <td>Membership</td> <td>110.67</td> <td>0.00</td> </tr> <tr> <td>Chris Newman (Building services)</td> <td>ol17</td> <td>Fencing around trampoline</td> <td>140.00</td> <td>0.00</td> </tr> <tr> <td>British Gas</td> <td>dd</td> <td>Electricity</td> <td>45.10</td> <td>2.15</td> </tr> <tr> <td>Plusnet</td> <td>dd</td> <td>Broadband</td> <td>25.20</td> <td>4.20</td> </tr> <tr> <td>Mrs S Willis</td> <td>ol18</td> <td>Clerk May</td> <td>795.33</td> <td>0.00</td> </tr> <tr> <td>HMRC</td> <td>ol18</td> <td>PAYE</td> <td>20.15</td> <td>0.00</td> </tr> <tr> <td>Standard Life</td> <td>dd</td> <td>Pension</td> <td>67.44</td> <td>0.00</td> </tr> <tr> <td colspan="3" style="text-align: right;">Total</td> <td>5,192.30</td> <td>404.02</td> </tr> </tbody> </table> <p>Income</p> <table border="1"> <tr> <td>Various</td> <td>HP Source adverts</td> <td>250.00</td> </tr> </table> <p>Resolved</p>	Payee	Cheque	Description	Total	VAT inc	Chris Newman (Building services)	ol6	Install Kissing gate	1230.00	0.00	Amberol	ol7	Planters for war memorial	1159.97	193.33	R&G Groundworks	ol8	grass cutting	530.40	88.40	Keith Rose	ol9	Village Maintenance & Cleaning	262.50	0.00	NCALC	ol10	Training Course - PT	44.00	0.00	Centrewise	ol11	Kissing gate	652.80	108.80	P Gobey	ol12	plants for planter	37.92	0.00	S Clements	ol13	Paint for dog bins	28.00	0.00	S Willis	ol14	One drive and Zoom	16.38	2.73	Viking	ol15	stationery	26.44	4.41	SLCC	ol16	Membership	110.67	0.00	Chris Newman (Building services)	ol17	Fencing around trampoline	140.00	0.00	British Gas	dd	Electricity	45.10	2.15	Plusnet	dd	Broadband	25.20	4.20	Mrs S Willis	ol18	Clerk May	795.33	0.00	HMRC	ol18	PAYE	20.15	0.00	Standard Life	dd	Pension	67.44	0.00	Total			5,192.30	404.02	Various	HP Source adverts	250.00
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c)	To approve Section 1 of Annual Audit Statements were read and agreed, taking note of external auditors comment from last year. Signed by clerk and Chairman		
d)	To Approve Section 2 of Annual Audit Approved and signed by chairman.		
e)	To receive internal audit and approve any actions required It was noted that the internal auditor had suggested a new policy. Clerk to see if there is a template and draft for approval.		
f)	To receive recommendation regarding readoption of policies, procedures risk assessment and asset register It was proposed that Open Spaces Terms of Reference, Disciplinary procedure, Recreation ground Hire Terms, Equal Opportunities policy, Expense Policy, F&GP Terms of reference, Financial Regulations, Grievance Procedure, Media Relations Policy, Planning terms of Reference, Publication Scheme, Standing Orders, Sickness Policy, Website / Social Media Policy, GDPR Data Breach Policy, Data Protection Policy, GDPR Subject Access Request Policy, GDPR Privacy Notice and GDPR data Map were all adopted unchanged. Community Terms of reference, Governance Risk Assessment and trees Policies all had reference to NBC which needed updating to West Northants Council. Reserves Policy had reserves figures updated. Kissing gate at Cherry Orchard and planters for war memorial needed adding to the asset register. There were minor changes to Health and Safety Policy and Parish Room User Policy to reflect that the council would be following covid guidance which changes over time. It was proposed that the Parish Council would adopt the new West Northants Council Code of Conduct.		
g)	To consider Parish Council use of Parish Online The clerk had used the free month and started to add items from the asset register and thought this would be a useful resource. It was proposed that the council pay for this service. Clerk to investigate giving access to councillors.		
h)	To consider and approve insurance cover 3 Quotes had been received. It was proposed to continue with Zurich as the best value quote for 1 year.		
i)	To receive update From Committee No further update		
60/21	Planning		
a)	To Receive planning report		
	Reference	PROPERTY/DESCRIPTION	HARDINGSTONE PC COMMENT
	<u>N/2021/0202</u>	Single storey rear extension - 85 Martins Lane	no objections
	<u>N/2021/0386</u>	Part two storey / part single storey side extension, including demolition of existing detached single garage (to be replaced by new garage formed in ground floor of new extension) - 9 Newport Pagnell Road	no objections
	<u>N/2021/0387</u>	Two storey side extension and single storey rear extension – 45 The Warren	no objections
	<u>N/2021/0394</u>	Loft extension with rear and front dormer – 12 The Warren	no objections
	<u>N/2021/0446</u>	Part garage conversion together with extensions and alterations – 9 Hardingstone Lane	no objections
	<u>N/2021/0461</u>	Demolition of existing garage and single storey extension and construction of new two storey side and rear extension with new porch - 68 Swiss Cottage Back Lane	objections
g)	Update from Committee No further updates from the committee		
61/21	Community		

b)	<p>To receive update from Working party Clerk to chase on Community centre discussions with Keir. Planters for war memorial have arrived and are being planted up. Help will be needed to install. The Parish Council will be doing a tombola at Midsummer Merriment. Donations for the stall can be left at the Parish Room when the clerk is in or in the church.</p>
62/21 a)	<p>Open Spaces To receive update from working group Quotes needed for tarmac in rec and Noticeboard repairs. Still waiting for parts to repair trampoline. Clerk has chased about missing bollard outside the Village Hall</p>

The meeting closed at 8.40pm

Date of next meeting: The next Parish Council meeting will be held on Tuesday 1st June 2021 at 7.30pm **at St Edmunds Church, Hardingstone**

Signed _____