

Moulton Parish Council

Minutes of Parish Council Meeting

Date: 7th March 2018 **Time:** 7.15pm

Location: Moulton Community Centre

Agenda Item:	Conduct a Public Session:	Action
42/18	One resident appraised council of the impending timetable for the forthcoming elections in May and requested that information be placed on MPC website. EO to progress One resident informed council that supplementary information on two councillors was missing from the website. EO to request information from councillors	EO EO

Record Attendance, Apologies, Absence:

43/18	<p>Councillors (Parish): Cllr Andrews (MA), Cllr Bennett (NB), Cllr Goodman (MGo), Cllr Halson (PH), Cllr Morrow (AM), Cllr Parkinson (AP), Cllr Paul (GP), Cllr Scholey (KS), Cllr Swallow (YS) Cllr Aarons and Cllr Ward arrived at 8.20pm</p> <p>Councillors (District): Cllr Cribbin, Cllr Warren</p> <p>Councillors(County): None</p> <p>Executive Officer: Jane Austin</p> <p>Other Attendees: 2 residents</p> <p>Apologies: Cllr Cardow (JC), Cllr Gore (NG), Cllr Ward,</p> <p>Absence: None</p>
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Agenda Item:	Discussion Content:	Action:
44/18	Record any Declarations of Interest on subjects included on this agenda:	Action:
	Cllr Bennett declared an interest in agenda item 47/18 1a Cllr Paul declared an interest in agenda item 446/18 (32/18 18) and 51/18 4 Cllr Scholey declared an interest in agenda item 51/18 4	
45/18	Accept Minutes of Council Meeting held on 6th February 2018	Action:
	It was resolved to accept the minutes of the council meeting held on 6 th February 2018.	
46/18	Progress any Matters arising from previous Minutes	Action:
	<p>29/18 3a – Balfour Beatty has agreed terms for the street lighting adoption and will transfer to MPC</p> <p>32/18 4 – The EO and Asst Clerk have met with Natalie Green, a qualified accountant, who will assist with year end accounting and the recharging documentation</p> <p>32/18 10 Overstone Road Bus shelter repaired and larger bin installed. Boughton Road Bus perspex shelter has been repaired with wood as a matter of urgency</p> <p>32/18 13 Thank you email received from Festival Chairman thanking the parish council for the funding to erect the bunting and usual admin support of the Festival.</p> <p>32/18 14 Work to Busbys Meadow stone wall undertaken. Works to Barlow Lane stone wall will take place next week</p>	

	<p>Cllr Paul left the room and Cllr Morrow took the Chair for the next item.</p> <p>32/18 18 Arrangements for the Food and Drink Festival Sat 31st March well underway. The EO reported that many stall holders had offered prizes for a raffle on the day. It was resolved to donate the prize money to Friends of Moulton library</p> <p>33/18 1 Kerstar Account opened</p> <p>33/18 4 Dropped kerb has been installed and the overflow car parking area used already</p> <p>33/18 8 Pre-school fencing has been installed</p> <p>33/18 10 Bin store roof installed and CCTV signs added</p> <p>Cllr Bennett requested an update on progress on implementation of GDPR (General Data Protection Regulation) at the April meeting.</p>	<p>EO</p> <p>EO</p>
47/18	Planning Related Matters:	Action:
	1. Agree responses to the following and any late received Planning Applications:	
	<p>a) DA/2017/1200 (Amended) Single storey side and rear extensions, two storey side/rear extensions and new front porch. 48 Northampton Lane North It was resolved to submit the following response: No objections in principle to the proposed development so long as there is no objection from the neighbours as the side extension will come up to the boundary. However the side extension will block the alley at the side of the house, therefore what arrangements for refuse bins as they will encroach on existing parking</p> <p>b) DA/2017/1262 Reserved matters application (access, appearance, landscaping, layout and scale) for construction of 21 dwellings (revised scheme). Phase 1A Overstone Leys, Overstone Lane, Overstone</p> <p>c) DA/2018/0045 Demolition of existing conservatory. Construction of two storey side and rear extension and alterations to existing with rooms in the roof. Spectacle Lodge, Spectacle Lane It was resolved to submit the following response: Recommend Approval</p> <p>d) DA/2018/0127 Construction of vehicular access and single storey rear extension. Rosemary, 41 Overstone Road It was resolved to submit the following response: Recommend Approval</p> <p>e) DA/2018/0134 First floor rear extension including two Juliette balconies. 42 Thorpeville It was resolved to submit the following response: No objections and would request frosted glass be fitted to the balcony windows.</p> <p>f) DA/2017/1108 Construction of garden kitchen, notice board, shed/bar, wood canopy, gazebo and fence within garden (retrospective). The Cottage, 1 Doves Lane It was resolved to submit the following response: No comments</p>	
	2. Report on Recent Planning Decisions:	Action:
	<p>a) DA/2017/1200 Single storey side and rear extension and new front porch. 48 Northampton Lane North GRANTED</p> <p>b) DA/2017/0775 Detached double garage with storage space. April Cottage, 51 West Street GRANTED</p> <p>c) DA/2018/0008 single storey rear extension. 14 Wantage Close GRANTED</p> <p>d) DA/2018/0029 Demolition of existing utility room. Construction of two storey rear extension, single storey rear study and replacement front porch. Demolition of garage and construction of replacement garage GRANTED</p> <p>e) DA/2018/0060 Works to trees within a Conservation Area, 15 Cross Street. GRANTED</p> <p>f) DA/2018/0032 Single storey rear extension. 19 Park View. GRANTED</p>	
	3. Other Planning Matters:	Action:
	a) Update on Developments	
	<ul style="list-style-type: none"> Hallam Land – developer working through planning conditions at moment Marsh Spinney commence on site Monday 12th March and will be using the PC owned land as the site compound. Balfour Beatty to be invoiced £500 per month for this facility. Bus shelters – Northampton Lane North and Boughton Road bus shelters are ready to be signed over to MPC - £25k due in S106 monies for maintenance. It was resolved for the EO to progress. 	EO

48/18	Report on Daventry District Council Matters by District Councillor Warren																																																																			
	Cllr Warren reported that DDC had passed their full budget at full council meeting and the DDC portion Band 'D' will show an increase of approx. £5 per annum. Moulton Heights Exhibition this Friday 9 th March at Moulton Community Centre																																																																			
49/18	Chairmans Update Cllr Paul																																																																			
	Cllr Paul reported that Cllr Marshall had resigned from council as he was unable to attend the March or April pc meetings. Cllr Paul has written to Cllr Marshall expressing his sadness at his decision and thanking him for his contribution. Cllr Paul summarised the full council training session that Danny Moody, CEO of Ncalc (Northamptonshire County Association of Local Councils) had carried out. An email had been received from Danny Moody positively commenting on the experience and knowledge of the parish councillors present at the session.																																																																			
50/18	Finance, Administration and Governance Related Matters	Action:																																																																		
	1. Approve Proposed Payments																																																																			
	<p>It was resolved to make the payments. Authorised payments were as follows:</p> <table> <tr> <td>444-448</td> <td>Exec Officer & Admin Team Salary & Expenses</td> <td>£7,199.42</td> </tr> <tr> <td>449</td> <td>J Linnell Feb Invoice)</td> <td>£1,045.08</td> </tr> <tr> <td>450a</td> <td>HMRC (Feb Payment)</td> <td>£2,055.24</td> </tr> <tr> <td>450b</td> <td>NCC Pensions (Feb Payment)</td> <td>£2,937.79</td> </tr> <tr> <td>451</td> <td>Northants CALC (training)</td> <td>£341.00</td> </tr> <tr> <td>452</td> <td>Northants Fire (Fire Alarm Service)</td> <td>£300.00</td> </tr> <tr> <td>453</td> <td>Prestige Landscapes (CC grass cutting)</td> <td>£180.00</td> </tr> <tr> <td>454</td> <td>Countywide Catering (dishwasher works)</td> <td>£154.56</td> </tr> <tr> <td>455</td> <td>County Glassware (gen supplies)</td> <td>£99.42</td> </tr> <tr> <td>456</td> <td>J Marks (Stone Pier Works at Busby's Meadow)</td> <td>£950.00</td> </tr> <tr> <td>457</td> <td>K&J Hird Ltd (various village and cc works)</td> <td>£9,746.41</td> </tr> <tr> <td>458</td> <td>Ashby Computers (Server works)</td> <td>£1,916.05</td> </tr> <tr> <td>459</td> <td>Glasdon (topsy jubilee Bin x 1)</td> <td>£609.60</td> </tr> <tr> <td>460</td> <td>Bluefish (stationery)</td> <td>£61.13</td> </tr> <tr> <td>461</td> <td>UK Training H&WB First Aid at Work)</td> <td>£387.60</td> </tr> <tr> <td>462</td> <td>Securifire (CCTV service in PG's)</td> <td>£55.00</td> </tr> <tr> <td>463</td> <td>John Bland (Removal of shrubs - Parade Bank)</td> <td>£75.00</td> </tr> <tr> <td>464</td> <td>Minster Cleaning (CC office cleaning)</td> <td>£1,476.00</td> </tr> <tr> <td>465</td> <td>Espo (CC supplies)</td> <td>£104.87</td> </tr> <tr> <td>466</td> <td>MG Signs (CC signage)</td> <td>£1,868.95</td> </tr> <tr> <td>467</td> <td>Northants ACRE (Best Village Comp entry fee)</td> <td>£40.00</td> </tr> <tr> <td>468</td> <td>Principal Hygiene Ltd (CC Sanitary Bins)</td> <td>£140.61</td> </tr> </table>	444-448	Exec Officer & Admin Team Salary & Expenses	£7,199.42	449	J Linnell Feb Invoice)	£1,045.08	450a	HMRC (Feb Payment)	£2,055.24	450b	NCC Pensions (Feb Payment)	£2,937.79	451	Northants CALC (training)	£341.00	452	Northants Fire (Fire Alarm Service)	£300.00	453	Prestige Landscapes (CC grass cutting)	£180.00	454	Countywide Catering (dishwasher works)	£154.56	455	County Glassware (gen supplies)	£99.42	456	J Marks (Stone Pier Works at Busby's Meadow)	£950.00	457	K&J Hird Ltd (various village and cc works)	£9,746.41	458	Ashby Computers (Server works)	£1,916.05	459	Glasdon (topsy jubilee Bin x 1)	£609.60	460	Bluefish (stationery)	£61.13	461	UK Training H&WB First Aid at Work)	£387.60	462	Securifire (CCTV service in PG's)	£55.00	463	John Bland (Removal of shrubs - Parade Bank)	£75.00	464	Minster Cleaning (CC office cleaning)	£1,476.00	465	Espo (CC supplies)	£104.87	466	MG Signs (CC signage)	£1,868.95	467	Northants ACRE (Best Village Comp entry fee)	£40.00	468	Principal Hygiene Ltd (CC Sanitary Bins)	£140.61	
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	469 Mick George (CC Waste Exchange)	£171.60	
	470 L Venslove (CC hall hire refund)	£10.00	
	471 AJ Block Paving (CC block paving)	£1,800.00	
	472 AJ Block Paving (Stone Wall at Barlow Lane)	£840.00	
	473 Bluefish (tables and chairs)	£775.20	
	474 Mick George (CC Waste Exchange)	£165.60	
	2. Approval of Financial Statement Month 11		Action:
	The financial statements up to the end of February 2018 (Month 11) were presented to council and the current financial position was reviewed against the annual budget. It was resolved to approve the current financial statements for February 2018 (Month11).		
	3. Approve Quote for Accounting Software Package		Action:
	It was resolved to approve the quote and purchase the Omega accounting software		EO
	4. Approve Quote for New Laptop (Asst Clerk)		Action:
	It was resolved to approve the quote for a new laptop		EO
	5. Consider Email Request for Funding		Action:
	It was resolved to respond to the email and attach a grant funding application form and event application form.		EO
51/18	Community Centre Related Matters		Action:
	1. General Update The EO reported that all was well at the Community Centre. New bookings continue to be received and many positive comments have been received from hall hirers.		
	2. Consider Quotes Received		
	It was resolved to accept the quote from Syston Doors for the annual maintenance contract for roller shutters		EO
	3. Approve Opening an Account with Plumb Center		
	It was resolved to open an account with Plumb Center		EO
	4. Library Service Update		
	Cllr Paul reported that Friends of Moulton Library were in the process of registering as a Community Interest Company with a view to running Moulton Library as an independent library. NCC were uncertain of the way forward at the moment. It was resolved to delegate powers to the Chair and EO to continue to investigate various options and revenue streams to keep the library open with a level of professional staffing. It was resolved to register the library as a Community Asset as a matter of urgency.		GP EO EO
52/18	Highway Matters		Action:
	1. Consider Traffic Regulation Order for Park View		
	It was resolved to request Ian Boyes and Cllr Gore to review the parking in the area Cllr Goodman reported that many vehicles ignore the 'no right turn' at the end of Overstone Road/A43 junction. EO to report to NCC. Cllr Morrow reported a problem with reporting parking issues. We are currently instructed to report any parking problems to the PCSO but Northants Police are no longer responsible for issuing parking tickets. NCC have responsibility for parking enforcement but are not informed of problems. EO to investigate and confirm correct reporting procedure A large number of potholes have appeared due to the poor weather. EO to remind residents via MPC website to report potholes to StreetDoctor.		NG EO EO EO
52a/18	Health and Wellbeing Strategy Update		Action:

	<p>Saturday 28th April Health and Wellbeing Event 11-15th June is National Health and Wellbeing Week and National Carers Week. Carers Event taking place on Tuesday 12th June pm. Saturday 23rd June is Veterans Afternoon Tea Monday 20th August Cancer Health and Wellbeing Event EO and MJ have a meeting with the GP's tomorrow to evaluate the progress of the Health and Wellbeing Strategy so far and identify priorities for the next 2 years. Cllr Andrews updated council on the H and W Allotment rented by the GP Surgery – the plot is suitable for wheelchair users, has raised beds, a rest room and astroturf. GP's will refer patients to the Allotment site.</p>	
53/18	Appoint Councillors to Working Groups	Action:
	<p>It was resolved to appoint Cllr Bennett to the Bob Eady working group. It was resolved to appoint Cllr Scholey and Cllr Halson to the Youth working group</p>	
	8.20pm Cllr Aarons and Cllr Ward arrived	
54/18	DDC Dog Fouling Campaign (Cllr Aarons)	
	It was resolved for Cllr Aarons to investigate and promote the DDC Dog Fouling Campaign	DA
55/18	Consider Laying a Wreath on Remembrance Sunday	Action:
	.It was resolved to lay a wreath on Remembrance Sunday	EO
56/18	Review Correspondence	Action:
	<p>a) Email received from Air Ambulance requesting a clothing bank be placed in Barlow Lane car park. Cllr Morrow to check space. It was resolved to allow the clothing bank if it can be accommodated without losing a car parking space</p> <p>b) Email received from Morrison Utilities requesting space for a site office from mid June – mid Sept. It was resolved to allow the company use of Barlow Lane car park</p> <p>c) Email request to undertake metal detecting in Crowfields. It was resolved to allow this.</p> <p>d) Email received from Parish Church – wish to include pc in prayers and requesting specific areas of note. It was resolved to submit management of the library, Health and Wellbeing Strategy and the work of the Community Connector and the general work of the parish council and residents as points to note.</p>	<p>TM EO EO EO EO</p>
57/18	<p>Date of Next Meeting: Tuesday 3rd April 2018 Date of Annual Parish Meeting Wednesday 9th May 7pm Date of Annual Council Meeting Wednesday 9th May</p>	

Meeting Closed at 8.30pm Copies to: Parish Councillors (13), District Councillors (2)

Chairman's Acceptance Signature.....Date.....