

Moulton Parish Council

Minutes of Parish Council Meeting

Date: 11th January 2022 **Time:** 7.15pm

Location: Moulton Community Centre

Agenda Item:		
01/22	Conduct a Public Session (Duration and content at Chairman's discretion)	
	None required	

Record Attendance, Absence and Apologies from council not in attendance. Resolution to accept:

02/22	Councillors (Parish):	CLlr Aarons (DA), CLlr S Morrow (SM), CLlr Swallow (YS), CLlr Bennett (NB) CLlr White (KW), CLlr Curran (CC), CLlr Fehnert (SF), CLlr Moss (GM), CLlr Paul (GP), CLlr Ward (TW), CLlr T Morrow (AM), CLlr Swannell (MS)
	Councillors (West Northants):	None
	Executive Officer:	Jane Austin
	Other Attendees:	One member of the public
	Apologies:	CLlr Briggs (JB) holiday, CLlr Melnik (TM) resignation. CLlr Warren
	Absence:	None

Agenda Item:	Discussion Content:	Action:
03/22	Record any Declarations of Interest on subjects included on this agenda. <i>Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate:</i>	Action:
	None	
04/22	Dispensations: <i>To consider written requests for dispensation of DPI</i>	
	None	
05/22	Accept Minutes of Council Meeting held on 7th December 2021. Resolution to accept and sign.	Action:
	It was resolved to accept the minutes of the council meeting held on 7 th December 2021.	
06/22	Report on Previous Agenda Items	
	143/21 (2 and 3) The EO reported that the planning application for the café extension and	

	storage shed has been submitted. A letter has been delivered to all households on Countess Manor and Sand Hills developments to inform residents of the proposals. Work will now begin on obtaining quotes for the build.	
07/22	Councillors Monthly Update – Councillors to report back on actions during the previous month	
	<p>Cllr Swannell reported obtaining 105 sapling trees, complete with tree guards and canes free of charge from the Woodland Trust. Saplings to be planted in Crowfields Common on the boundary between the fields and the proposed new school. Planting to be a Community event with invitations extended to groups/schools within the community.</p> <p>Cllr Swallow reported on the successful Christmas events – children’s parties and Christmas Extravaganza organised by the Community Connectors.</p> <p>Cllr T Morrow reported that a meeting had been held at Moulton Football Club to discuss the issues with the sports pitches at Mulberry Homes.</p>	
08/22	Planning Related Matters:	Action:
	1. Planning Applications – Planning Committee Responses previously submitted to Planning Authority	
	<p>DA/2020/0001 Description: Outline application for an urban extension consisting of circa 1600 dwellings; works to accommodate a new section of A43 dual carriageway road; up to 5.73 ha of commercial land, including: a local centre (Use Classes A1/A3/A5/D1), assisted living/residential care home (Class C2), conversion of former agricultural buildings to a community hub (Classes D1/A3) and employment (Classes B1/B2/B8); a new 2-form entry primary school; public open space, including allotments and children’s play space; structural landscape planting; and associated infrastructure including drainage features, footway/cycleways and access (part access unreserved for a roundabout access into the site off the A43). AMENDED Location: Land To East Of Kettering Road, Overstone, Northamptonshire</p> <p>MPC Response: No comment</p> <p>WND/2021/0444 (Amended) Description: Reserved matters application (appearance, landscaping, layout and scale) for the development of 262 dwellings including the community facility and apartments within the local centre (Zone 3) pursuant to outline approval DA/2011/0666 mixed use development comprising of up to 1050 dwellings (C3), B1 employment, residential care home (C2), park and ride facility of up to 500 spaces, local centre (A1/A2/A3/A5), primary school, public open space and associated highways and drainage infrastructure approval 6.11.2018 and approval of Condition 11 (boundary treatments), Condition 12 (street lighting), Condition 13 (finish floor levels), Condition 17 (open space details), Condition 18 (engineering, highway, drainage and landscaping details), Condition 26 (secured by design details), Condition 27 (electric charging), Condition 28 (tree protection), Condition 31 (badger mitigation) and Condition 32 (species survey). Location: Phase 3 Buckton Fields, Off Brampton Lane, Boughton, Northamptonshire MPC Response: No comment</p> <p>WND/2021/0542 Description: Replacement notice and information boards. Location: Various site within Moulton, Northamptonshire MPC Response: No comment as Moulton Parish Council is the applicant.</p> <p>WND/2021/0821</p>	

	<p>Description: Single storey side extension and porch</p> <p>Location: The Nest, Boughton Road, Moulton, Northamptonshire, NN3</p> <p>MPC Response: Recommend Approval</p> <p>WND/2021/0870</p> <p>Description: Reserved matters application (access, appearance, landscaping, layout and scale) for 123 dwellings within Zone 5 pursuant to outline approval DA/2013/0850 and approval of Condition 14 (finished floor levels), Condition 15 (soft landscaping), Condition 18 (Foul Water), Condition 19 (Surface Water), Condition 26 (acoustic report), Condition 36 (bus stops), Condition 37 (travel plan) and Condition 38 (public rights of way) - Resubmission of application DA/2020/1178.</p> <p>Location: Overstone Leys Zone 5, Kettering Road, Overstone,</p> <p>MPC Response: No comment</p>	
	<p>2. Cllr Ward alerted councillors to an email recived from another parish council advising that resident comments were no longer available on WNC website. It was resolved to write in support of the parish and request reinstatement.</p>	
09/22	<p>Finance, Administration and Governance Related Matters</p> <p>All councillors have received the draft minutes from the Finance Committee Meeting held on Tuesday 4th January 2022.</p>	Action:
	<p>1. Approve Payments as Listed in Appendix 1. Resolution to Approve</p>	
	<p>It was resolved to approve and make the payments listed in Appendix 1</p>	EO
	<p>2. Approve Budget for 2022/2023. Resolution to Approve</p>	
	<p>It was resolved to approve the budget for 2022/2023. Eleven votes for, one against.</p>	EO
	<p>3. Approve Precept Request for 2022/2023</p>	
	<p>It was resolved to request a precept of £363,000 for 2022/2023 Eleven votes for, one against.</p>	EO
	<p>4. Approval of the use of a variable Direct Debit (point 6.7 Financial Regulations). Resolution to Approve</p>	
	<p>It was resolved to approve the use of a variable Direct Debit (point 6.7 Financial Regulations)</p>	EO
	<p>5. Approval of the use of a Banker's Standing Order (point 6.8 Financial Regulations). Resolution to Approve</p>	
	<p>It was resolved to approve the use of a Banker's Standing Order (point 6.8 Financial Regulations)</p>	EO
	<p>6. Approval of the use of BACS or CHAPS (point 6.9 Financial Regulations). Resolution to Approve</p>	
	<p>It was resolved to approve the use of BACS or CHAPS (point 6.9 Financial Regulations)</p>	EO
	<p>7. Approve and Adopt Internal Service Terms of Reference Document (produced by Northamptonshire County Association of Local Councils). Resolution to Approve and Adopt</p>	
	<p>It was resolved to approve and adopt the Internal Service Terms of Reference Document (produced by Northamptonshire County Association of Local Councils.)</p>	EO
	<p>8. Review of Effectiveness of Internal Audit. Resolution to Approve</p>	
	<p>It was resolved to approve the review of Effectiveness of Internal Audit</p>	EO
	<p>9. Annual Review, Approval and Adoption of Risk Assessment/ Risk Management Policies. Resolution to Approve</p>	
	<p>It was resolved to approve and adopt the Risk Assessment and Risk Management Policies.</p>	EO
	<p>10. Annual Review, Approval and Adoption of Council Policies. Resolution to Approve and Adopt</p>	
	<p>It was resolved to approve and adopt the following Council Policies: Anti-Bullying, Anti</p>	EO

	<p>Social Behaviour, Appraisals, Bereavement, CCTV, Cemetery Regulations, Child Protection, Climate Change, Code of Conduct, Complaints Procedure, Community Engagement, Co-Option, Data Breach, Data Protection, Disability Discrimination, Disciplinary Procedure, Email and Use of Internet, Emergency Plan – MCC- Major incident, Emergency Plan-MPC, Environmental, Equality, Diversion and Inclusion, Event Application Form, Financial Control and Audit, Financial Regulations, Freedom of Information, General Privacy Notice, General Privacy Notice for Staff, Grant Application Form, Grants to Local Organisations, Grievance Procedure, Health and Safety, Internal Control, Metal Detecting, MPC-HWB (Health and Wellbeing Scheme) -Lone Working, MPC-HWB, MPC-HWB Safeguarding, MPC-HWB - Volunteer Car Scheme Driver Information Pack, No smoking – Moulton Community Centre, Procedure for Staff Reporting Ill Health and Mental Health Issues- COVID 19, Records Retention, Recruitment, Retirement, Safeguarding MCC/MVH, Sickness Absence, Social Media, Standing Orders, Subject Access Request Procedure, Training, Tree Management, WIFR-MCC, Working at Home.</p> <p>Terms of Reference for the following Committees:</p> <p>Climate Change, Communications, Finance, Human Resources, Planning, Robert Eady,</p>	
	<p>11. Report Councillor Resignation</p> <p>Cllr Aarons reported that Cllr Melnik had resigned due to a change in his employment. EO to inform West Northants Council.</p>	EO
10/22	Discuss Update on Signage Sandy Hill Lane. Resolution to Approve Actions.	
	Cllr Morrow updated council and reported that all business owners, with the exception of one were in favour of the new display boards. Council resolved to work with the tenant in order to resolved the problem.	TM, TW
	Resident left meeting	
	<p><u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p><i>It is recommended that in view of the confidential nature of the following items, the public shall be excluded while the following item is discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.</i></p>	
12/22	Servery Lease Update	
	The lease has been formally surrendered. MPC are now operating the café on a reduced service until spring.	EO
13/22	Next Meeting Date – Tuesday 1st February 2022	

Meeting Closed at 8.04pm Copies to: Parish Councillors (13),
West Northants Councillors (3),

Chairman's Acceptance

Signature.....Date.....

Appendix 1 January 2022 Payments

Supplier	Invoice Details	Payment Amount (£ net)
WNC	Library Non-Domestic Rate Bill 20/21	£334.83
WNC	Library Non-Domestic Rate Bill 21/22	£1,971.20
WNC	Premises Licence - PG's	£70.00
Countywide Catering	Bottle Cooler Monthly Rental Charge - Nov 21	£50.00
Countywide Catering	Bottle Cooler Monthly Rental Charge - Dec 21	£50.00
Securifire	6TB CCTV Recorder & Hard Drive - MCC	£695.94
Securifire	New CCTV Cameras - MCC	£616.90
Securifire	Service to CCTV System - MCC	£80.00
Securifire	Service to CCTV System - PG's	£45.00
Bluefish	A3 Paper	£6.43
Bluefish	Stationery	£10.40
Bluefish	Postage	£73.99
Syston Doors	Annual Service to Roller Shutter Door	£160.00
NCALC	Leadership in the Community Course (DA)	£38.00
Ashby Computer Services	Office 365 Monthly Cost	£82.16
Northants Fire	Fire Alarm Log Book	£17.50
Volvina	Supply & Fit Roller Blind - MR2	£162.82
County Glassware	Tea Cups & Glasses	£323.80
Abington Pest Control	Pest Control Works	£60.00
Ambivent	Call-out - No Hot Water	£108
Rialtas Business Solutions	Making Tax Digital Fee	£59.00
K&J Hird	MCC Cleaning/Caretaking Duties & Village Maintenance Duties Dec 21	£4,360.67
Steele & Bray	Building Works (Window, Kitchen & Dishwasher)	£14,011.69
Prestige Landscapes	Parish, Crowfields & MCC Greenworks - Dec 2021	£4,044.74
MoSounds	Bar Staff Nov & Dec 2021	£367.50
R&G	Installation of Street Furniture, Works to Busby's Bridge & Pre-school Fence	£3,953.00
Eon	Street Lighting Maintenance	£32.71
J Bunting	Stationery	£12.99
The Shire Coffee Company	Coffee Machine Rental & Coffee Supplies	£380.20
L Griffiths	Milk Jugs & Label Dispenser	£89.92
C Connolly	Switching Sensors - MCC	£165.44
L Griffiths	Bar Supplies	£99.48

HMRC	Jan HMRC Payment	£2,836.72
NCC Pensions	Jan NCC Pensions Payment	£4,022.23
Salaries	Jan Salaries	£9,998.70
		£49,391.96