

Moulton Parish Council

Minutes of Parish Council Meeting

Date: 6th April 2021 **Time:** 7.15pm

Location: via Zoom

Agenda Item:		
31/21	Conduct a Public Session (Duration and content at Chairman's discretion)	
	A resident outlined his request to site a burger van in the Public Gardens for use from 3.30pm until 9.00pm in the evenings. Customers could purchase direct from the van or be offered a 'Click and Collect' option. An electrical supply would be required. All councillors had previously received a copy of the proposal. Many questions were asked, and concerns raised – litter, additional traffic, Gardens secured at sunset, potential nuisance to residents. The resident assured council that all litter would be collected at the end of each evening. It was generally agreed that the Public Gardens would not be a suitable site to place the van and other suggestions included Barlow Lane Car Park and Community Centre Car Park.	

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

32/21	Councillors (Parish):	Clr Ward (TW), Clr Aarons (DA), Clr Paul (GP), Clr Swallow (YS), Clr Morrow (SM), Clr Curran (CC), Clr Fehnert (SF), Clr Moss (GM), Clr Swannell (MS), Clr Bennett (NB)
	Councillors (West Northants):	Clr Warren
	Executive Officer:	Jane Austin
	Other Attendees:	One resident
	Apologies:	Clr Cribbin (Meeting)
	Absence:	None

Agenda Item:	Discussion Content:	Action:
33/21	Record any Declarations of Interest on subjects included on this agenda. 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:	Action:

	Cllr Aarons reminded councillors of their duty to declare an interest on agenda items if necessary. Cllr Bennett declared a personal interest in agenda item 39/21.	
34/21	Dispensations: <i>To consider written requests for dispensation of DPI</i>	
	None	
35/21	Accept Minutes of Council Meeting held on 2nd March 2021. Resolution to accept and sign.	Action:
	It was resolved to accept the minutes of the council meeting held on 2 nd March 2021.	
36/21	Planning Related Matters:	Action:
	None	
37/21	Finance, Administration and Governance Related Matters	Action:
	1. Approve Payments as Listed in Appendix 1. Resolution to Approve	
	It was resolved to approve and make the payments listed in Appendix 1	EO
	2. Use of CILS monies – Parish Improvement Plan	
	Cllr Paul informed council that £227,000 in CILS monies was available to spend throughout the parish and a Parish Improvement Plan had been drawn up with suggestions of how the money could be best used. Some discussion took place. Cllr Ward commented that the condition of the pavements in the parish was poor and perhaps some of the money could be used to rectify this. Cllr Bennett suggested some consultation with residents and local groups. Cllr Warren commented that there may be monies available to repair pavements through his OMBBH development working group meetings. All councillors were asked to communicate their suggestions to the EO. Item to be added to the agenda after the Annual Council Meeting.	ALL
	3. Consider Quote for Solar Film Library Windows	
	It was resolved to accept the quote from WF Glazing for £2970 to supply and install solar film on the library windows.	EO
	4. Consider Quote for Welcome Desk Library	
	It was resolved to accept the quote from WF Education for £4571 to supply and install a Welcome Desk.	
	5. Consider Quote for Office Pod Library	
	It was resolved to accept, in principle, the quote from WF Education for £16054 to supply plus £1200 for installation of a 3m x 3.5m rectangular office pod. EO to secure commercial tenant before order.	EO
	6. Consider Appointment of Additional Administration Support Staff	
	It was resolved to appoint an additional member of staff @ 15 hours each week to support the Parish Team.	EO
	Finance, Administration and Governance Related Matters cont:	
	7. Approve and Adopt Hire Form – Public Gardens	
	It was resolved to approve and adopt the Hire Form – Public Gardens	EO
38/21	Receive Update on Library Progress	
	Cllr Swallow addressed council and outlined the pre opening tasks that had been completed during the last few weeks by volunteers and asked that a formal thank you from MPC be sent to all volunteers for their assistance in preparing the library for opening. The EO confirmed that most of the excess furniture had been donated to other Community Managed Libraries and the library is on schedule to reopen for browsing and book selection from next Wednesday 14 th April. The EO thanked Cllr Swallow for her time and efforts in preparing the library for reopen. It was resolved to formally thank all library volunteers for their efforts and produce a 'roadmap' for the library reopening.	EO
39/21	Consider Proposal for Siting of Burger Van	
	Cllr Bennett took no part in the discussion on this agenda item.	

	A discussion took place regarding the siting of a Burger Van in the parish. Council were generally supportive of the idea, although concerns were raised regarding parking and additional traffic but agreed that the Public Gardens was not the right place for the enterprise. Barlow Lane emerged as the preferred location and Cllr Aarons suggested to the applicant that the Guide Hall be approached for an electricity supply and a new proposal submitted to the parish council to resite the van at Barlow Lane. Cllr Aarons thanked the resident for attending the meeting.	
40/21	Consider Proposal on Memorial Project	
	<p>All councillors had received a copy of the amended design for the Memorial. The EO stated that the Conservation Area Officer had confirmed that the memorial could be erected under Permitted Development Rights and a planning application would not be needed. Cllrs Swannell and Swallow raised concerns regarding security of the memorial and suggested a low fence be used as a deterrent. Cllr Aarons confirmed that landscaping and a fence was part of the scheme. The Memorial Working Party had met earlier in the evening to consider a phrase to be engraved on the memorial.</p> <p>It was resolved to approve the new design of the memorial and proceed with the project.</p> <p>It was resolved to request that the phrase 'Forever in our hearts' was engraved on the memorial.</p> <p>It was resolved to use 'To live in hearts we leave behind is not to die ' be used on the accompanying explanatory board that will be placed adjacent to the memorial.</p>	
41/20	Next Meeting Date – Tuesday 11th May 2021	

Meeting Closed at 8.25pm Copies to: Parish Councillors (10), West Northants Councillors (2),

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

Appendix 1 April Payments

Supplier	Invoice Details	Payment Amount (£ net)
Ashby Computer Services	Hardware/Software Maintenance Support Contract	£1,456.67
Ashby Computer Services	Office 365 Monthly Cost	£60.22
RBS	Making Tax Digital Fee	£59.00
John Bland	PG's Conifer Hedge Trim	£280.00
Bluefish	A3 Laminator	£29.99
Bluefish	Laminating Pouches	£9.68
Ambivent	UFH Maintenance	£120.00
K&J Hird	MCC Cleaning/Caretaking & Village Maintenance & Emergency Call-out Fee	£1,380.00
Peter Haddon & Partners	Professional Fees	£600.00
Natalie Green & Co	Accountancy Advice/Fees	£450.00
DPL Steel Buildings	Works to PG's Shed	£295.00
Northamptonshire ACRE	Community Facility Supporter Annual Fee	£45.00

Northamptonshire ACRE	Parish Council Supporter Annual Fee	£40.00
Came & Company	Hiscox Annual Insurance Premium	£5,550.27
Prestige Landscapes	Parish, Crowfields & MCC Greenworks - March 2021	£4,044.74
Prestige Landscapes	Works to Boughton Road Bus Shelter	£500.00
Prestige Landscapes	Works to Public Gardens Stream	£350.00
West Northamptonshire Council	Cemetery Non-Domestic Rate Bill	£468.64
Northants CALC Ltd	Subscription Fee, Internal Audit Fee & DPO Fee	£2,153.92
C Connolly	Postage & ALCC Annual Fee	£52.24
J Austin	Ink & Mileage	£83.53
HMRC	April HMRC Payment	£2,748.28
NCC Pensions	April NCC Pensions Payment	£3,451.97
Salaries	April Salaries	£8,350.47