

# Hunsbury Meadows Parish Council



Parish Office  
58 Bedford Road  
Little Houghton  
Northampton  
NN7 1AB

Telephone:  
E-mail: [Clerk@Hunsburymeadows.org.uk](mailto:Clerk@Hunsburymeadows.org.uk)  
Web: [www.hunsburymeadows.org.uk](http://www.hunsburymeadows.org.uk)

Minutes of the councils meeting held on **Wednesday 4<sup>th</sup> October 2023** at 7.15pm at the Pineham Barns School, Dragon fly way, Hunsbury Meadows, NN4 9FF

Present: Cllr. Mandy Caunt (chair)  
Cllr. Debbie Hammond  
Cllr. Alexis Tomlin  
Cllr Stuart Faulds  
Clerk: Jennie Allwork

In attendance: 2 residents

23-24	
059	<b>Invitation:</b> The chair opened the meeting and thanked the councillors and members of the public for attending the meeting.
060	<b>Apologies:</b> Late apologies received from Cllr. Nathan Stewart which was accepted
061	<b>Declarations of interest:</b> None
062	<b>Minutes:</b> The minutes of the Parish Council meeting held on the 6 <sup>th</sup> September 2023 were proposed by Cllr Alexis Tomlin and seconded by Cllr. Debbie Hammond and unanimously approved
063	<b>Matters arising:</b> None
064	<b>Public participation:</b> Thanks to the parish council for getting the hedge cut were received from the residents attending. It was also noted that travellers are in Banbury Lane again. Resident was advised to report each incident to the traveller unit in the council. Concern raised about tree overhanging residents boundary. Chair confirmed they will contact Sharon Maddison Payne in the council to report.
065	<b>Northants Constabulary:</b> Report was received and is copied below. Cllr. Alexis to place information on Facebook.  Crime is still low this month which is good, however across many areas we are seeing an increase in vehicle crime, so it maybe worth putting something out on social media to residents to ensure vehicles are locked and secured. <ul style="list-style-type: none"> <li>• do not leave valuables inside vehicles this include trade vehicles and tools</li> <li>• Ensure your vehicle is locked and secured</li> <li>• ensure keys are kept away and out of view of windows and doors inside your home address</li> <li>• Try and park in a well-lit area</li> <li>• Consider CCTV/ Smart RING cameras</li> </ul> <p>How to protect your keyless entry car</p> <ul style="list-style-type: none"> <li>• When at home keep your car key (and the spare) well away from the car.</li> <li>• Put the keys in a screened or signal-blocking pouch, such as a Faraday Bag and check if the bag or pouch is still working every few months.</li> <li>• Reprogrammed your keys if you buy a second hand car.</li> <li>• Turn off wireless signals on your fob when it's not being used.</li> </ul>

Signed:

Date: 1<sup>st</sup> November 2023

There is only 1 crime of note 1 X vehicle crime.

066 **Principal Authority Reports:** None

067 **Planning:**

- 1) Dot surveying will change the mast colour to Green as requested. Complaint to WNC submitted. Letter to Andrea Leadsom has been sent and no reply received to date. To chase letter response before next meeting.
- 2) Write to Jeakins Weir the developer to obtain the planning application reference for the 34 houses on Banbury Lane.
- 3) No decision received to date about the planning application for the 80 houses.

068 **Finance:**

- 1) List of payments for the month of September 2023 was approved with one exception. The invoice for the litter bin emptying was not approved. This was an incorrect amount, the council have confirmed this and will be issuing a credit note and new invoice. Proposed Cllr Faulds seconded Cllr Tomlin

Name	Inv. Ref	Details	Amount	VAT	Total	BACS
Jennie Allwork	Salary	Sep-23	427.28	0.00	427.28	05/10/2023
Lalit Patel	Salary	Sep-23	133.50	0.00	133.50	05/10/2023
NCALC - training	3264	Training course for S Faulds & J Allwork	250.00	50.00	300.00	INV-3264
Babble	0021649-00283	Office 365 business	98.89	19.78	118.67	
Data Protection	14342793	Data Protection renewal fee	40.00	0.00	40.00	30/10/2023
2commune	4610	website hosting	425.00	85.00	510.00	INV-4610
WNC	424001705964	Litter bin emptying	1160.34	232.07	1392.41	INV-424001705964
BOBS	7483	Payroll services July - Sep 2023	69.00	0.00	69.00	INV-7483
Jennie Allwork	Sep-23	clerk expenses	10.11		10.11	
Access storage	34037	storage unit rent	174.17	34.83	209.00	12/10/2023
					3209.97	
<u>Post payment Authorisation</u>						
Post office			2.58	0.52	3.10	05/09/2023
NCALC	INV 3088		48.00	9.60	57.60	08/09/2023
Tesco		Mobile credit	8.33	1.67	10.00	12/09/2023
Access storage		storage unit rent	162.50	32.50	195.00	13/09/2023
Babble		Office 365 access	84.60	16.92	101.52	14/09/2023
<b>Total</b>			<b>3094.31</b>	<b>482.88</b>	<b>367.22</b>	

- 3) The 2023/2024 Budget was discussed. Cllr Caunt is concerned about the reducing level of our reserves and noted the need to bolster the reserves we hold. Equally, we have not increased our Precept for three years and indeed it was a decrease per household last year due to the increase in number of houses now occupied in the Parish. She suggested that we thus do need to increase the precept this year if we are to maintain our current regular committed expenditure but at the same time reduce some of the budgeted expenditure to keep target expenditure in line with income as far as possible. A proposed budget was

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	presented to the meeting and talked through. This includes taking out budgets for things we have not agreed but also reducing proposed expenditure on the environment project. All Cllrs present were in agreement with this revised budget as presented. Next action is to add to the November agenda under resolutions section for formal approval.
069	<p><b>Resolutions and Decisions:</b></p> <ol style="list-style-type: none"> <li>1) Resignation of Cllr Stacy Lloyd was accepted. Proposed Cllr Hammond Seconded Cllr Faulds. It was noted once Stacy course is completed she would be willing to return to the council.</li> <li>2) There are now 2 vacancies on the Parish council. An advert for Parish Councillors will be posted on the PC website and notice boards. Cllr Caunt noted that she need to also draft a newsletter and will put the advert in this.</li> </ol>
070	<p><b>Reports from the councillors and clerk:</b></p> <ol style="list-style-type: none"> <li>1) Emergency plan update was not done as Cllr Stewart not present.</li> <li>2) Letter to Aviva re use of land – Pineham Lock. Letter has been sent but no reply.</li> <li>3) Report Re Wildflower strips – this will be redone free of charge. Only replacement seed to be purchased.</li> <li>4) Three teir planters and summer bedding 2024. No bulbs this winter.</li> <li>5) Section 106 Queries and letter to WNC. Acknowledgement of letter received. No response to date.</li> <li>6) This item was a duplicate of point 2 above.</li> <li>7) Pineham village residents association. No update</li> <li>8) Liaison with West Hunsbury re parish flood risk. Chair will be attending a developer meeting and will report back.</li> <li>9) IWA – Tow path upgrade 6<sup>th</sup> – 16<sup>th</sup> October. Works still on track to be completed.</li> <li>10) Amendment to clerks contract hours were approved.</li> <li>11) Approval was given to remove John Kwijuki email account.</li> <li>12) This item was a duplicate and was approved in section 068.</li> </ol>
071	<p><b>Correspondence:</b></p> <ol style="list-style-type: none"> <li>1. Blocked pipe nr canal noted by Cllr Hammond. Cllr Caunt to contact Pro Logis initially to get cleared.</li> <li>2. Parking at the top of Ashpole spinney has been a problem when dropping off and collecting from the school bus. Cllr Hammond to contact the police and ask if cones can be put out to prevent dangerous parking.</li> <li>3. Cllr Caunt has received an email from a parent at Wootton Hall School to enquire if her year 9 son Jacob can do litter picking as part of his DofE project. PC will provide the litter picking kit and provide standard guidance about undertaking the task safely. It was agreed that the PC will be happy to support this endeavour. Cllr Caunt will sign it off for Jacob's qualification.</li> </ol>
	<b>Date: next meeting agree to be November 1<sup>st</sup> 2023.</b>

The meeting closed at 8.40pm

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