A logo for a company

Description automatically generated

**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 6th December 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 Stuart Faulds

Cllr Nathan Stewart

Clerk: Jennie Allwork

2 members of the public

|  |  |
| --- | --- |
| **23-24** |  |
| 087 | **Invitation**: The chair opened the meeting and thanked the Councillors and members of the public for attending the meeting. |
| 088 | **Apologies**: Cllr. Tomlin & Cllr Chowdhury apologies received and accepted |
| 089 | **Declarations of interest**: None |
| 090 | **Minutes**: The minutes of the Parish Council meeting held on the 1st November 2023 were proposed by Cllr Hammond and seconded by Cllr Faulds and unanimously approved |
| 091 | **Matters arising**: None |
| 092 | **Public participation**: The concern about the travellers on Banbury lane was raised. Conversations with the Traveller Unit have happened and they advise that the rubbish should be cleared after the Travellers left. |
| 093 | **Northants Constabulary**: no report received but contact has been repeatedly made to chase for the information that should be provided. A response as detail below has been received from Sargent Danny Morris.  “*Apologies if you have not received a response on this to date I believed Kellie had already responded.*    *In regards to the parish report for November apologies there has been a delay in producing these due to abstractions and leave but this will be completed by Kellie this afternoon and across to you in time for tonight’s meeting.*    *The parking issues is an ongoing problem across the sector and wider and we have seen a huge increase in the last few months of school parking related parking issues. Kellie is in the process of formulating a strategy to try and deal with this moving forward and we will have some days of action planned shortly so we will be able to incorporate Ashpole spinney into those plans.*    *We are limited in terms of what we can do with parking as the lead agency on this is the council in a lot of situations so I would encourage you to also raise these matters through to west Northants council. There is guidance on their website around how to apply for parking restrictions within a local area however this can often be a lengthy process taking up to 12 months.*    *I would avoid putting traffic cones out as the legal advice is that this would be in breach of section 137 of the Highways act as it would cause an obstruction to the carriageway.*    *If there are any specific details of vehicles or owners that are causing repeat problems then please send these across and we will be able to speak to vehicle owners directly to offer some words of advice around their parking*.”  During the meeting Cllr Stewart found a higher number of crimes recorded in Swann Valley and the Parish. It was requested that Cllr Hammond go back to the police to ask for more information and to enquire as to why the Parish Council has not been informed.  Vandalism of the speed warning triangles on Banbury Lane was discussed. It was agreed that 10 more should be purchased and installed in the New Year.. Cllr Caunt will contact Stu Hemming to order some more. |
| 094 | **Principal Authority Reports**: None |
| 095 | **Planning**:   1. 5G Mast Installation. The Parish Council has had no further information regarding this matter. Neither have we had a reply to our letter regarding both the legislation and health and safety concerns from Dame Andrea Leadsom. She had forwarded our concerns to the Rt Hon Michael Gove. The Clerk will chase. 2. The Planning reference for the 34 Houses at the top of Banbury Lane has now been identified as 2020/1176. Cllr Caunt has also had a message from Future Housing Group who are responsible for the development, confirming this planning reference. Cllr Caunt will now send a follow up e mail to the Future Housing Group enquiring as to when the bus stops on Upton Valley Way East will be built in accordance with General Plan ref 8702108-1-1 in that Planning Application and asking who is responsible for construction. 3. Planning Reference 2020/1244 – 80 Houses on Upton Valey Way North. The Parish Council understands that Planning approval is still pending. Our last information is that the flood risk issues have not been addressed. 4. Regarding Planning Reference 2023/7072 – The proposed Bridge over the canal at Wootton Brook.- this is still pending albeit an additional flood risk report has been requested. 5. Planning Reference 2023/7320 – Installation of Garage Towcester Road – closed as this is not in our Parish. |
| 096 | **Finance:**   1. Cllr Caunt confirmed that she had checked the financial records to the end of November and found them to be in order. 2. The List of payments for the month of November 2023 was approved. Proposed Cllr Stewart seconded Cllr Hammond  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Name** | **Inv.Ref** | **Details** | **Amount** | **VAT** | **Total** | | Jennie Allwork | Salary | Nov-23 | 427.28 | 0.00 | 427.28 | | HMRC |  | PAYE month 8 | 0.00 | 0.00 | 106.80 | |  |  |  |  |  |  | |  |  |  |  |  | 534.08 | |  |  |  |  |  |  | | Post payment Authorisation |  |  |  |  |  | | Andec solutions | ASI5327 | Bench removal | 340.00 | 68.00 | 408.00 | | HMRC |  | PAYE month 4, 5, 6 | 354.60 | 0.00 | 354.60 | | HMRC |  | PAYE month 7 | 106.80 | 0.00 | 106.80 | | Access |  | Storage | 174.17 | 34.83 | 209.00 | | BPO |  | Outstanding PAYE | 0.00 | 0.00 | 319.59 | | Babble |  | Office 365 | 94.00 | 18.80 | 112.80 | | **Total** |  |  | **1496.85** | **121.63** | **1510.79** | |
| 097 | **Resolutions and Decisions:**   1. Increase in clerk pay was approved. Proposed Cllr Stewart seconded Cllr. Hammond 2. The Quote for the Summer Bedding Planters was noted as being cheaper than last year. The admin fee to WNC has not been added to this quote. Based on the same number of Planters and baskets as last year, the cost should be £4,838 plus VAT. This figure should be confirmed by Idverde in the due course. |
| 098 | **Reports from the councillors and clerk:**   1. Cllr Stewart provided an update on the emergency plan. His meeting with the Pineham Barns School Head regarding use of the Community Centre in an emergency situation, has been postponed until Jan 2024. He has found that he would need to contact Rothersthorpe Parish Council in respect of the use of the Rothersthorpe Village Hall and he will do this in the New Year also. The plan is ready in draft format but contact information for key people needs confirming. 2. This item related to a letter sent to AVIVA regarding the field adjacent to Wootton Brook and Pineham Lock. The Planning Application regarding the bridge has however now superseded this item and so this matter is to be closed. 3. There has still been no response to our queries in relation to the use of Parish Section 106 funds on bus routes. Clerk to chase 4. It has not been possible to progress the Pineham Village Residents Association proposal. Cllr Stewart will endeavour to do this before February 5. Cllr Caunt has again chased Helen Howard the Highways Liaison Officer at WNC regarding when the small stretch of Upton Valley Way East between Banbury Lane and the Canal Bridge will be put properly on WNC maintenance maps to be cut in line with other Highways verges in the area. Helen has no further update. This will continue to be chased. 6. There has been no further progress or replies in response to our Councillor Vacancies. A Newsletter is required in the New Year to highlight these in the New Year. 7. Cllr Caunt reported that WNC Highways officers have been to the site of the blocked culvert under Upton Way Road bridge. Again, this will be chased until we have a resolution to the flooding issue the blocked culvert is causing. 8. Cllr Caunt and the Clerk will be attending a briefing session regarding the Community Governance Review. Cllr Caunt stated that they will raise the question about number of councillors needed. 9. The Parish Council has been received correspondence from West Northants Council inviting us to take part in no Mow May to help encourage biodiversity in our green areas in early spring. The meeting agreed to take part in this initiative. The Clerk will reply accordingly. |
| 099 | **Correspondence**:  It was noted that the Clerk has received an Email and invoice for the Upton Meadows Resident Association (UMRA) Coronation Party in the Park donation we agreed last May. The Clerk will now make the £850 payment previously approved accordingly. |
|  |  |
| 100 | **Date: next meeting** agreed to be February 7th 2024 |

The meeting closed at 8.30pm