

**Hunsbury Meadows Parish Council**

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| Parish Office58 Bedford RoadLittle HoughtonNorthamptonNN7 1AB | Telephone: E-mail: Clerk@Hunsburymeadows.org.ukWeb: [www.hunsburymeadows.org.uk](http://www.hunsburymeadows.org.uk) |

Minutes of the councils meeting held on **Wednesday 6th March 2024** 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

Clerk: Jennie Allwork

2 members of the public

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| **23-24** |  |
| 115 | **Invitation**: The chair opened the meeting and thanked the councillors and members of the public for attending the meeting.  |
| 116 | **Apologies**: Cllr Stewart & Cllr Faulds apologies received and accepted |
| 117 | **Declarations of interest**: None |
| 118 | **Minutes**: The minutes of the Parish Council meeting held on the 7th February 2024 were proposed by Cllr Hammond and seconded by Cllr. Tomlin and unanimously approved  |
| 119 | **Matters arising**: Clerk confirmed responses had been provided regarding the vaccine van, the textile bin and the emails regarding change of website hosting company. Cllr Caunt confirmed that the defib pads have been changed and updated. Pads expiry now Nov 2025.  |
| 120 | **Public participation**: None  |
| 121 | **Northants Constabulary**: Cllr Hammond reported that the police sent a report with zero crime for the Parish of February 2024. It was noted that this information was incorrect as there have been a number of incidents involving car damage that have been reported to the police. Cllr Hammond to request further information from the police and enquire as to why this information is not on the report provided. It was noted in the police response that they understand the speed triangle incidents continue. They have logged the most recent incident and request that any future incidents should be logged with the police as well. No crime reference was provided Cllr Hammond to request this information. Cllr Caunt has been monitoring the area where the sign damage has been caused. As yet no significant damage has been observed.  |
| 122 | **Principal Authority Reports**: none  |
| 123 | **Planning**:1. 2023/0505 Cllr Caunt has followed up with Kathy Baker from the Local Accessibility Forum in respect of the mast infrastructure being an obstruction to the footway and cycleway for sight impaired and disabled people. There is nothing further to report and it does not look like the Accessibility Forum have made any objections to support our initial concerns regarding the mast. We have thus reached the end of any action we can take to have the mast re sited to a m ore suitable and acceptable location. It should however now be green in colour rather than an inappropriate Radal Grey as proposed. No further action is now possible.
2. No response to M Gove letter despite repeated attempts for a response.
3. 2020/1176 - Neil Laws from Future Housing Group has confirmed that plans are in place for the bus stops on Upton Valley Way East. They do include safe access to and from the bus stop and the houses across Upton Valley Way East. Plans will be provided to the Parish Council when they have been finalised.
4. 2020/1244 - No further update.
5. 2023/7072 - No further update.
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| 124 | **Finance:**1. Both the list of payments and financial records for the month of February 2024 were approved. Proposed Cllr. Tomlin seconded Cllr Hammond

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| **Name** | **Inv.Ref** | **Details** | **Amount** | **VAT** | **Total** |
| Jennie Allwork | Salary | Feb-24 | 452.88 | 0.00 | 452.88 |
| PAYE |   | PAYE month 10 | 0.00 | 0.00 | 113.20 |
| Parish Online |   | Mapping software | 37.50 | 7.50 | 45.00 |
| South Northants community responders |   | Defib Pads | 0.00 | 0.00 | 40.00 |
| Pineham Barns school |   | room hire | 0.00 | 0.00 | 120.00 |
| Mandy Caunt |   | Chairs expenses | 0.00 | 0.00 | 135.24 |
| Printwhizz |   | councillor vacancy flyers |   |   | 84.00 |
|   |   |   |   |   | **990.32** |
|   |   |   |   |   |   |
| Post payment Authorisation  |   |   |   |   |
| Boston Seeds |   |   | 269.99 | 54.00 | 323.99 |
| Access |   | Storage | 178.33 | 35.67 | 214.00 |
| Babble |   | Office 365 | 82.40 | 16.48 | 98.88 |
| **Total** |   |   | **1021.10** | **113.65** | **636.87** |

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| 125 | **Resolutions and Decisions:** 1. The Risk Assessment as circulated by the Clerk was reviewed and subject to some minor amendments was approved. The Clerk will make the necessary changes and recirculate. She will also upload the Risk Assessment for 2023 to SharePoint
2. The Clerk requested approval for what she estimated would be about 5 additional hours work to find all the required documents required for our annual Audit and to save them to the correct place in our records. This was unanimously approved.
3. A Co Option application form from Mr Jim Keary to become a Parish Councillor had been received by the Clerk and circulated prior to the meeting to all Parish Councillors. Cllr Stuart being absent from this meeting has expressed his support for Mr Keary’s appointment as a Councillor via correspondence and the meeting also unanimously approved his appointment. He will therefore become a Parish Councillor with effect from our April meeting.
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| 126 | **Reports from the councillors and clerk:**1. Cllr Stewart was not present but had provided an update via correspondence. It was reported that there was a positive meeting with the head of the Pineham Barns School. They would like to see the school and PC relationship built on. Cllr Stewart is to continue conversations with the school and potentially approach them as to how to maximise community use of the School and Community Centre and potentially the school playing field for older children to play football, so removing or at least minimising their current need to use of the small Village Green in the school holidays and summer evenings.
2. No response to emails and telephone calls re the 106 monies. Clerk to continue to chase
3. No update regarding the Pineham Village Residents Association project - Cllr Caunt will follow up with Cllr Stewart regarding this to see what has been done.
4. Regarding councillor vacancies:

Due to ongoing Vacancies in the council Cllr Caunt is seeking more support with Parish duties which over time have fallen back to her, to allow her to continue as Chair. A list of the jobs which the Chair has been doing has been circulated by Vice Chair Debbie Hammond. Cllr Hammond reported that Councillors do wish for Cllr Caunt to continue as Chair and that there has therefore been a positive response to her invitation for volunteers to cover various jobs and duties. Cllr Hammond will continue to coordinate distribution of the work and circulate a final list as appropriate. Thanks were also given to Jim and Hazel Keary for distributing the Councillor Vacancy flyers in Riverstone way. Cllr Caunt has completed delivery to Samwell Way, Ashpole Spinney and all roads off along with Pineham Lock. Cllr Chowdhury has volunteered to distribute them to Pineham Village. 1. Regarding permitted numbers of Councillors:

The Clerk reported that there are now 1842 electors as per the most recent electoral roll information in the Parish. She advised that the guidance indicates we could therefore increase the number of authorised Councillors to 9. It was noted that since HMPC was formed, the Parish has acquired Pineham Village and new houses have also been built within the parish. It was agreed that the Clerk should therefore confirm with NCALC where the request to increase the numbers needs to be submitted with a view to increasing the permitted Councillor number to 9 from its current 8.1. Cllr Caunt has had an estimate for the hardstanding around the bus stops on Banbury Lane at the top of Ashpole Spinney of £2k. It was agreed however, that whilst this is affordable by the Parish, if possible, this should be funded through developer Section 106 monies paid for development of parish houses. Cllr Caunt has written to Helen Howard, our Highways liaison officer, to ask how this work gets approved and actioned. We shall also review the other bus stops oh Banbury Lane at the same time.
2. The Traveller rubbish has not been removed from the cul de sac off Banbury Lane just after Wootton Brook. Following her e mail to Ruth Austen (Assistant Director of Regulatory Services) Cllr Caunt had contact from Ian Cockrell who is the new Manager of the Traveller Unit at West Northants Council. He confirmed that clearance should have been initiated by the Traveller Unit after the Travellers left the site, and from his records, this request had been made. Both he and Ruth Austin have confirmed that they have directly asked the unit responsible for clearing the waste to arrange for a cleanup. We have no timescale for this. The situation will continue to be monitored.
3. Cllr Hammond provided an update for the Parish Party in the Park (27th July 2024). The main infrastructure is in place and deposit has been paid. Next action is to secure a food van and stall holders and bouncy castle. We also need to apply for an alcohol and entertainment licence.

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| 127 | **Correspondence**: No additional correspondence had been received.  |
|  | **Date: next meeting** agreed to be April 3rd 2024. Apologies received in advance from Cllr Caunt and Cllr Hammond will chair.  |

The meeting closed at 8.53pm