

Hunsbury Meadows Parish Council

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Minutes of the councils meeting held on **Wednesday 3rd April 2024** at 7.15pm at the Pineham Barns School, Dragon fly way, Hunsbury Meadows, NN4 9FF

Present: Cllr. Debbie Hammond (Chair)
Cllr Nathan Stewart
Cllr Stuart Faulds
Cllr Jim Keary

Clerk: Jennie Allwork

5 members of the public

24-25	
129	Invitation: The chair opened the meeting and thanked the councillors and members of the public for attending the meeting. The Chair also welcomed Cllr Keary as this is his first meeting as a member of the council.
130	Apologies: Cllr Caunt and Cllr Tomlin apologies received and accepted
131	Declarations of interest: None
132	Minutes: The minutes of the Parish Council meeting held on the 6 th March 2024 were proposed by Cllr Faulds and seconded by Cllr Keary and unanimously approved
133	Matters arising: None
134	Public participation: it was raised by several members of the public that the potholes in Upton Valley Way had got to a very bad state. It was requested that all of the individuals that have concerns should raise the issue with WNC via fix my street.
135	Northants Constabulary: <ol style="list-style-type: none"> Cllr Hammond reported that the report online had not been updated and was still showing Jan 2024. Cllr Hammond has been informed that reports will no longer be issued and that the online system is the location to obtain the information. However as that information appears to be significantly out of date Cllr Hammond will make contact to inform them of the position and request that regular updates to the system are provided. Speed Sign Vandalism & Police Response – Cllr Caunt provided a written update: PC Kitty Knowles contacted her on 25th March to advise that she had spoken to the Champion boy who was filmed kicking our sign opposite Samwell Way along with his parents. She asked Cllr Caunt to pass on his apologies to the Parish Council. His parents were also very annoyed. She also spoke to the rest of the group we “suspect” were involved the same evening as they got off the bus and warned them too. So far, the signs have been left untouched but there are one or two which do need repair. Cllr Caunt will deal with those upon return. She now has some white Gorilla type tape to use so that the repairs are not so obvious.
136	Principal Authority Reports: none
137	Planning: <ol style="list-style-type: none"> 2020/1244 – 80 houses Upton Valley Way North - No further update.

Signed:  Date: 1st May 2024

2) 2023/7072 – Erection of canal bridge over grand union canal. Noted that there were multiple objections from residents on the planning portal for this application.

138

Finance:

- i. Both the list of payments and financial records for the month of March 2024 were approved. Proposed Cllr Stewart seconded Cllr Faulds
- ii. Documents prepared for submission for the annual audit were reviewed. All documents presented were approved subject to a successful internal audit. Proposed Cllr Faulds seconded Cllr Stewart

Name	Inv. Ref	Details	Amount	VAT	Total
Jennie Allwork	Salary	Mar-24	452.88	0.00	452.88
PAYE	HMRC	PAYE month 11	0.00	0.00	113.20
BOBS		Payroll Jan - Mar 2024	0.00	0.00	69.00
					635.08
Post payment Authorisation					
Access		Storage	178.33	35.67	214.00
Ace discos		deposit	0.00	0.00	150.00
BBs Bouncy hire		Summer party	0.00	0.00	235.00
Babble		Office 365	82.40	16.48	98.88
Total			713.61	52.15	697.88

139

Resolutions and Decisions:

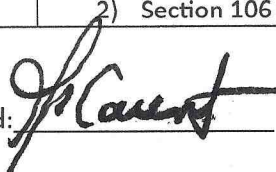
- 1) Following last month's meeting the Risk Assessment had some minor amendments made. This updated version as circulated was reviewed and unanimously approved.
- 2) The Zurich insurance documentation as circulated was reviewed. The insurance premium was noted as only increasing by £17. It was approved unanimously to renew the insurance policy with Zurich. Proposed Cllr Stewart seconded Cllr Hammond
- 3) As per the government guidance to align all council services onto a Gov.uk domain name, the proposal to move the parish council website to a Gov.uk domain was discussed. It was noted that the cost to do this of £100 would be covered by a central government grant. The new website name will be Hunsburymeadowspc.gov.uk this aligns to the government digital standards. All approved this proposal.
- 4) A secondary digital requirement is to move the email addresses to gov.uk from org.uk. This is to align with the government standards. To do so there is a potential cost associated with this if we use the cuttlefish supplier that runs the website. It was noted that the costs to action this were £100+VAT for up to 10 email accounts. The Parish council currently have 9. It was agreed that the clerk would make additional enquiries as to if this can be done independently and not incur the additional expense.

140

Reports from the councillors and clerk:

- 1) Emergency Plan Update – Cllr Stewart provided an update that the plan is still in draft, Annie Bailey from West Northants Council is supportive of the plan. Rothersthorpe PC are not engaging. Cllr Stewart also met with the Pineham Barns school head in Feb 2024 and it was a very positive meeting. With regards to the playing field, yes, it can be used through the summer if it is managed by the PC, but a separate access will be needed. Potential to run structured groups rather than just open access. Awaiting second meeting with the head. PC would need named key holders and a rota for cleaning. A safeguarding policy would also be needed for the PC, Cllr Stewart agreed to action this.
- 2) Section 106 Queries and letter to WNC – Clerk still chasing for a response.

Signed:



Date: 1st May 2024

	<ol style="list-style-type: none"> 3) Pineham Village Residents Association initial meeting – Cllr Stewart stated that there were 3 responses from his email. Will send out a further reminder to see if there is any more interest. A member of the public volunteered to gather more people to come together and to possibly form the residents association. Action for Cllr Stewart to speak to this resident to progress. 4) Update re Councillor vacancies - Welcome to Cllr Keary as his first meeting, but also the chair extended a welcome to Steffan who has responded to the PC advert for new Cllrs. Steffan will need to attend the meeting in May before being coopted onto the PC in June. 5) Community Governance Review Briefing 14.12.2023 – Councillor representation numbers for the Parish – Number of Cllrs will remain at 8 for now as the deadline was missed to submit a request. Which would have only been to 9. This item to be closed. 6) Progress re hard bus stop area for Banbury Lane 87 Bus stop – Cllr Caunt provided a written update in advance of the meeting. Cllr Caunt has met with Helen Howard of Highways, Helen understands the need for the hardstanding on both sides of the road. Helen will get engineers to come and assess how it can be done. Cllr Caunt advised that the PC would want S106 monies to be used to fund this work. 7) Update regarding Traveller rubbish – Banbury Lane – Cllr Caunt provided a written update. Ruth Austen of West Northants Council, confirmed last week that the reason the Traveller waste was not cleared when other fly tipped waste was taken away is because it was deemed hazardous waste and as such needs a specific contractor. This should have been arranged earlier in the year but she advises that the rest of the “Hazardous Waste” should be cleared by mid-April. 8) Party in the park update – Cllr Hammond stated that the marquee bar, bouncy castle, food, DJ, face painter have all been booked. Still looking for a child’s entertainer. There will be an advert on social media for stall holders and will be applying for a drinks and entertainment licence. 9) Wildflower meadows – wildflower strips – update – Cllr Caunt provided a written update, I have prepared and planted all three. 10) Blocked culvert – canal tow path / Upton valley way bridge – Cllr Caunt provided a written update. She referred to her what’s app message to Councillors regarding her chance encounter with two WNC engineers. Cllr Tomlin was also present. It would appear that they are looking at clearing the ditches and clearly looking to fix the problem properly. Currently it looks like the only escape for our ditch water adjacent to the canal and Wildflower Meadow is the culvert under Upton Way. That has stopped flowing once again so the water has backlogged and is not draining away following the recent heavy rain. The ditches are again full. 11) Response to A Leadsom letter – A response was received but no specific answers to the questions posed. Clerk to reply and ask for a more detailed response.
141	<p>Correspondence: The PC had received contact from the Lib Dem candidate for the post of Police and Fire Commissioner, asking us what issues we would wish her to address were she to be elected to the post. Although outside the remit of the Police & Fire Commissioner, it was agreed that the top issues were potholes. A second issue was the lack of crime reports being sent to keep us informed of crime within the Parish. Cllr Caunt had provided an additional written suggestion regarding dealing with graffiti offenders across the County. She noted that they have left their id “tags” all over the county and it looks awful on every piece of infrastructure.</p>
142	<p>Date: next meeting agreed to be May 1st 2024. This will include the monthly Parish Council meeting, Annual General Meeting and Annual Meeting of the parish council.</p>

The meeting closed at 8.28pm

Signed:  Date: 1st May 2024