

Minutes of the Ordinary Meeting of GREAT HOUGHTON PARISH COUNCIL held on Tuesday 10 October 2017, in the Village Hall, Great Houghton (Subject to approval at next meeting)

Present: Cllr T Bowler (Chair), Cllr R Shaw (arrived 8.10 having previously notified would be late) Cllr Declerck, Cllr Jeakings (arrived 8.40 having previously sent apologies due to prior commitment)

Also present: M Billingham Parish Clerk, NBC Cllr P Flavell, NBC Warden Lorraine Wright

429/17 Opening procedures:

- a) **Apologies for absence** – were received and approved from Cllr Cansdale (unwell), Cllr Kilborn (out of country), Cllr Jinks, Nigel Perkins
- b) **Approval of the minutes of the previous meeting** – The minutes of the ordinary meeting dated 12 September 2017 were approved, as a true record by the meeting and signed by the Chairman.
- c) **Declarations of interests from members** – There were no declarations of interests

430/17 Public Participation Section: There were no members of the public present

431/17 Reports

- a) **County Councillor.** Cllr Bowen was not in attendance but the meeting was referred to her previously circulated emails relating to the issue of HGV vehicles.
- b) **Borough Councillor** Cllr Flavell reported on her findings relating to ownership and responsibility for the cycleway on the disused railway and the steps leading from it. She had been assured by Neil Holland, Access development officer, road safety NCC that the land was owned by NCC and was the responsibility of NCC contractor Sustrans. The meeting was also advised of proposed Gt Houghton Conservation area appraisal and would be contacted by David Clubshaw with the possibility of adopting Article 4 which would provide better protection. **ACTION** Cllr Flavell to provide Parish Clerk with details relating to cycleway.
- c) **Police/ Neighbourhood Warden.** The meeting was referred to report from Police previously circulated. We are seeing a spike in vehicle crimes and burglaries and have operations in place to help in these matters, we would like residents to be vigilant and to report any suspicious activities and to be aware of their own security, by securing their properties as best they can and not to have anything on show in their vehicles. We are visiting victims when they are available, also target hardening vulnerable people and delivering letters and crime prevention leaflets to surrounding properties where crimes have taken place. I will also be utilising, when available the police cadets to help in the target hardening and leaflet drops.
Neighbourhood Warden reported on the work carried out by the community team clearing the ditches at the playing field. They will now move on to cut back the cycleway and to clear and paint fencing, notice board, railings, posts and steps. They will need to be provided with petrol for their strimmer's and the paint. They will not be able to take away cuttings as cages no longer available. **ACTION:** Clerk to arrange provision of materials. **ACTION** Warden to ensure cuttings removed from Leys Lane car park entrance **ACTION:** Warden to investigate powers relating to the incident of blowing leaves onto the highway and to advise the Clerk who will then write to resident
- d) **Great Houghton Playing Fields Association (GHPFA):** Councillor Representatives were not present so the meeting was referred to the minutes of the GHPFA meeting for 28 September previously circulated.

432/17 Finance & Administration Reports

- a. Members received and **APPROVED** the Receipts and Payments account for the period to the end of September 2017. The Clerk confirmed a balance of £25623.54. Income includes

£1000 grant from WMT £40 advertising. There was one outstanding cheque from previous month for £36 NCALC. Expenditure included £3133.46 being the bi-annual repayment of the loan to fund the building of the Memorial Hall.

b. Members **AUTHORISED** the following payments:

Parish Clerk	100364	Salary	194.42
Parish Clerk	100365	Expenses	72.44
HMRC	100366	PAYE	48.80
ICO	DD	Data Protection	35.00
ACRE	100367	Model Lease	35.00
BT	100368	Telephone	112.32
BDO	100369	Annual Audit	120.00
Lt Houghton CE School	100370	donation	100.00

717.98

c. **To receive the Audited Accounts Report 2016/17:** The clerk provided a copy of the audited accounts which confirmed that there were no matters that required addressing. It was **RESOLVED** that the report on the audited accounts be accepted.

d. **To receive and approve the Quarterly Internal Control Report:** Unfortunately due to Cllr Kilborn being called away on business it had not been possible to complete this report.
ACTION: This matter to be deferred to next meeting.

433/17 To Receive the Clerks Report: The matter of the provision of materials for community team had been discussed at 431/17 (c) above. It was **RESOLVED** that the Clerk to arrange for these materials be provided. There had been no further reports received relating to noise/dust from Little Norway development. The meeting was referred to previously circulated reports relating to HGV vehicles and the Bedford Road junction and awaited any further response from NCC Highways. In light of possible substantial housing development in the village the council remain most concerned that these matters are fully and appropriately addressed. The Clerk confirmed that the council's objections to change of location for the bus stop at the White Hart had been accepted with the stop remaining in current location. The meeting was advised that Roy's Minibus were tendering for the new contract which is now under review.

434/17 To receive the planning report:

A Applications Received

<p>N/2017/1104 Permanent Diversion of Footpath Little Norway</p>	<p>Whilst not opposing the diversion the Council was most concerned that the access point from the Bedford Road remained extremely dangerous for both walkers and drivers. The council seeks for the footpath to be continued towards the roundabout at the Brackmills junction or for a pelican crossing to be installed at the current location and a 40mph speed limit be implemented on the stretch of Bedford Road from Little Houghton Lay-by to Brackmills Roundabout.</p>	
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<p>Northampton Local Plan (2) LAA1024- Gt Houghton School, LAA1098 – The Green, LAA1107 – Rushmere Road</p>	<p>The Parish Council whilst recognising that some housing development is necessary have major concerns especially with LAA1098 The Green with over 840 houses would have considerable impact on the village and where the infrastructure is totally unsuitable for such development. ACTION to seek the views of residents and formulate a considered detailed response within the consultation time period</p>	
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- B **To consider adoption of Design Statement:** To be deferred to next meeting when all councillors present and Nigel Perkins available to attend meeting. **ACTION** Clerk to obtain copy of design statement from ACRE
- C **To receive report from PAG:** The group had considered the A/2017/0033 planning appeal but had nothing further to add to previous comments from Parish Council
- D **To Approve Application for Certificate to build on behalf of GHPFA:** The Clerk advised the meeting of request received from GHPFA that would confirm that further planning approval not required. The Council were concerned that they had still not received the ‘business plan’ for such development which had initially been requested for further consideration in December 2016 (minute 291/16) and further requested in February 2017 (minute 303/17). **ACTION:** The clerk to write to GHPFA to advise that no further action can be taken by the council until this information is provided to them.

435/17 To consider further the NBC Northampton Local Plan Part 2: The clerk referred the meeting to the three sites for consideration within the Parish (see Planning report above 434/17) **ACTION** The presentation evening next Tuesday be used to highlight awareness and seek responses. Further consideration is given to leafleting the village and a considered report detailing the Parish Council response to be produced within the consultation time period. **ACTION:** Clerk to approach Nigel Perkins for possible assistance in this matter. **ACTION:** Clerk to write to joint parishes seeking further meeting to determine policy and best way forward.

436/17 To consider further joint Parish response to the SNC Local Plan (Part2 a) The Council was most concerned that recent success in persuading SNC to remove proposals from one side of The Green as merely resulted in NBC proposing development on the other side of The Green!

437/17 To confirm final arrangements for presentation evening. The Clerk confirmed that 46 people have confirmed. Arrangements for buffet, complimentary wine and bar also confirmed. A PowerPoint presentation had been compiled and will be played on a loop throughout the evening and there would be various displays. It was envisaged that the evening will provide opportunity to encourage interest in either GHPC or GHPFA, to highlight NBC Plan 2 as well as engaging guests in other current issues. Presentation of one of the gifts from Councillors to chief guest had been confirmed and it was **RESOLVED** that a further presentation of certificate confirming Freeman of the Parish also be made. **ACTION** Clerk to confirm with Councillor that the further suggested gift has been obtained.

438/17 To further consider adoption of BT Telephone Kiosk: The clerk referred the meeting to his previously circulated highlighted document having given further consideration to some clauses contained in the BT contract and in particular those relating to the condition of the kiosk, the transfer of responsibility and liability to GHPC and consideration of obtaining legal advice. IT was **RESOLVED** that the contract for adoption of the kiosk be processed as agreed at the previous meeting.

439/17 To receive Report on village maintenance matters: The clerk advised the meeting that in response to the letter sent on behalf of the council the owner of the school property had arranged for the boundary hedge to be cut back clear of the footpath. A quote of £4708.80 had been received to replace the notice boards, however an offer to replace the locks and backboards had been made by GHPFA committee member and repainting would be undertaken by the Community team. It was **RESOLVED** that the notice boards be so refurbished and not replaced. **ACTION:** Clerk to confirm arrangements with various parties. The matter of the damaged footpath outside a house in the High Street had been reported to Street Doctor and repair has been scheduled. The property owners had been written to regarding the need to keep loose gravel clear of the footpath. The Beech tree outside a property at The Green which was a risk to overhead cables had been reported through Street Doctor.

440/17 Renewal of GHPFA Lease and Trust Deed: The meeting was advised that the model lease and trust deed would not be provided by ACRE until payment had been received which had now been processed.

ACTION: meeting to be arranged to consider proposed content of new lease.

441/17 To consider future development of website and its management. Due to absence of councillors, this matter to be deferred to next meeting.

442/17 To consider and determine any further action on traffic management issues: The meeting was referred to letter sent on behalf of Parish Council to NCC & NBC representatives and responses received so far. The Clerk confirmed that two matters of HGV's along with two accidents at the Bedford Road Junction had been logged and reported. In light of the NBC Local Plan part 2 identifying three sites within the parish that could yield over 1200 new houses, the council remained most concerned that these issues would need to be appropriately addressed

443/17 To consider and determine appeal from Little Houghton C.E. Primary School for funding: The council was mindful that similar requests may be received from other nearby schools where children from Gt Houghton are being educated. The meeting was referred to donations made in 2013. The Council was of the opinion that the total proposed cost of £10'000 seemed quite high for such a development however it was **RESOLVED** that a donation of £100 be made.

444/17 To consider delegate attendance at ACRE Community Shop event: The clerk referred the meeting to the previously circulated invite; however the meeting did not consider that it would be relevant at this time.

445/17 To consider the monthly messages – NBC Local Plan part 2 Sites to be considered

The Chairman closed the meeting at 9.45pm

Signed

Date