

Minutes of the ordinary meeting of Great Houghton Parish Council held on Tuesday 14 August 2018 in the village hall, Great Houghton

Present: Cllr T Bowler (chair), Cllr R Shaw, Cllr G Kilborn, Cllr W Garner

Also Present: Mike Billingham Parish Clerk, Roz Bryan (Parish News Editor)

The business to be transacted at the meeting is as follows:

<p>599/18 Opening procedures</p> <p>a) To receive and approve apologies for absence.</p> <p>b) To approve the minutes of the previous ordinary meeting held on Tuesday 10 July 2018 and the extraordinary meeting held on Thursday 26 July 2018</p> <p>c) To receive declarations of interest related to the business on the agenda.</p>	<p>a) Apologies: NBC Cllr P Flavell, NCC Cllr E Bowen CR Jeakings, Cllr N Declerck</p> <p>b) The minutes of both meetings were AGREED and signed by the Chair.</p> <p>c) There was no declaration of interest declared</p>																												
<p><i>Members are reminded that the disclosure of a Disclosable Pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business</i></p>																													
<p>600/18 Public Participation Section</p>	<p>No members of public present</p>																												
<p><i>Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes</i></p>																													
<p>601/18 Reports</p> <p>a) To receive a report from County Councillor representative</p> <p>b) To receive a report from Borough Councillor representative</p> <p>c) To receive a report from Police / Neighbourhood Warden</p> <p>d) To receive a report from Great Houghton Playing Fields Association</p>	<p>a) The meeting was referred to the brief report previously circulated. HGV signs – New budget challenge – New CEO, Theresa Grant</p> <p>b) No Report from NBC due to bereavement. Council wished to express their condolences to the Councillor.</p> <p>c) The meeting was referred to report previously circulated. 2 x vehicle crimes during July</p> <p>d) GHPFA short meeting – as per minutes of 31 July 2018 -Play area not as bad as expected allocated £5000 for maintenance.</p>																												
<p>602/18 To receive and adopt the Finance & Administration Report</p> <p>a) To receive and approve Receipts and Payment Accounts to end of June 2018</p> <p>b) Receive report on payments to be authorised.</p>	<p>a) Receipts and Payment Accounts were APPROVED Balance £31445.20 Income includes £15.67 Wayleaves, 0.71 interest</p> <p>b) All Payments were AUTHORISED</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Parish Clerk</td> <td style="width: 10%;">100528</td> <td style="width: 50%;">Salary</td> <td style="width: 15%; text-align: right;">297.52</td> </tr> <tr> <td>HMCR</td> <td>100529</td> <td>PAYE</td> <td style="text-align: right;">74.60</td> </tr> <tr> <td>Parish Clerk</td> <td>100530</td> <td>Expenses</td> <td style="text-align: right;">85.50</td> </tr> <tr> <td>AC Print Paul Wright</td> <td>100531</td> <td>Leaflets</td> <td style="text-align: right;">62.00</td> </tr> <tr> <td>Graphic Vent</td> <td>100532</td> <td>Maintenance</td> <td style="text-align: right;">750.00</td> </tr> <tr> <td></td> <td>100533</td> <td>Website</td> <td style="text-align: right;">216.00</td> </tr> <tr> <td colspan="3"></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">1485.62</td> </tr> </table>	Parish Clerk	100528	Salary	297.52	HMCR	100529	PAYE	74.60	Parish Clerk	100530	Expenses	85.50	AC Print Paul Wright	100531	Leaflets	62.00	Graphic Vent	100532	Maintenance	750.00		100533	Website	216.00				1485.62
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<p>603/18 To receive the Clerk's report</p> <p>a) Email addresses @greathoughton.org.uk</p> <p>b) Current Councilor Vacancy</p>	<p>a) The meeting was advised that following meetings with individual councilors they were now actively using ...@greathoughton address. There remained just one Cllr to meet with.</p> <p>b) ACTION: Clerk to write to two residents who may be willing to join council</p>																												
<p>604/18 To receive and consider the planning report</p> <p>a) Update on N/2017/1369</p> <p>b) PAG report –</p> <p>c) DSAG Report – Design Statement</p> <p>d) Article 4 – Conservation area</p> <p>e) Erection of tents – Old School</p>	<p>a) The chair reported on a call received from company representing developer of Hampton Green in which he made clear that the council was seeking closure of The Green preventing through traffic.</p> <p>b) Nothing to report from PAG</p> <p>c) Nothing to report from DSAG</p> <p>d) No response received from Conservation regarding Council's letter. ACTION Clerk to chase up response.</p>																												

	e) ACTION Clerk to write to play school regarding the tents erected in school grounds
<i>Planning report previously circulated and accessible at www.greathoughton.org.uk</i>	
605/18 To consider further NBC Northampton Local Plan Part 2 (Sites Consultation Paper) LAA1024, Gt Houghton School – LAA1098, The Green – LAA1107, Rushmere Road	There was nothing further to report
606/18 To receive Report on village maintenance matters:	The meeting as referred to recent communication regarding dangerous tree on rail bed and unhelpful response from NBC. ACTION Clerk to seek to ascertain who is responsible?
607/18 To further consider matters relating to GHPFA a) Renewal of Lease b) Confirmation of replacement GHPC committee representative c) Declaration - land registration	a) The meeting was referred to communication received from GHPFA and subsequent response from Clerk which was ENDORSED by the council b) Replacement GHPFA representative ongoing c) ACTION Clerk to seek update on land registration process.
608/18 To further consider future development of Website and its Management	The new website was now live and APPROVED by the Council. It was RESOLVED to adopt the new header as the corporate image. The matter of the Appraisal 2000 document was discussed and further enquiries to be made. A Map of village showing conservation area to be added. The Clerk referred the meeting to the volume received advising how to update the site which would take some time to read and understand. Will enable council to be fully compliant with Transparency Regulations
609/18 To consider and determine future issues of Parish News and new Printers	It was confirmed that the Parish News is now available on the new website. The Editor advised that looking to move to Devon in future would therefore be appropriate time to seek replacement, explained how each issue is processed and confirmed the deadline for next issue is 20 September. The Clerk confirmed one quote received from new printer for same current cost. It was RESOLVED to continue to produce and post hard copies and to seek development of electronic communication by way of link to website.
610/18 To receive updated report on traffic management issue. Not suitable for HGV signs	The Council was most disappointed that no response had been received from Highways regarding the installation of signs. ACTION Clerk to write further.
611/18 To receive update on NBC budget proposals. Update on alternative bus service – Village Hopper – Acceptance of contract	The meeting was referred to the submitted contract between Cogenhoe & Whiston Parish Council and GHPC for the provision of the Village Hopper bus replacement service which was AGREED and signed by the Chairman. The meeting was advised of proposed joint meeting on Tuesday 4 September 2018 to review introduction of service. ACTION Clerk to confirm attendance by representatives of council.
612/18 Further development of BT Telephone Kiosk – Book Swap/Library	The meeting was advised that following a lead provided by councilor of a contractor who had recently repainted the Little Houghton Kiosk, a verbal estimate had been received of £600 for labour only. GHPC would need to provide paint and materials. The Clerk advised that this was the only response received despite all efforts to seek quotations. It was AGREED to accept this offer and the work to be carried out. ACTION Clerk to enquire with LHPC as to provision of paint.
613/18 To consider the monthly public messages.	Vacancy + new website + village hopper

Meeting closed 8.50