

# Great Houghton Parish Council

## Minutes of the Ordinary meeting of the parish council held on Tuesday 9 April 2019 in the village hall, Great Houghton (subject to approval at next meeting)

**Present:** Cllr Bowler, Cllr Barham, Cllr Bill Garner, Cllr Jeakings,

**Also Present:** M Billingham Parish Clerk, Mr & Mrs Cooper, Mr & Mrs Bryan, P Townsend Warden, N Wates, S Martin, representatives from Ability Community Transport

<b>703/19 Opening procedures</b>			
a) To receive and approve apologies for absence.		a) Apologies were received from NBC Cllr Flavell, and Cllr Shaw,	
b) To approve the minutes of the previous ordinary meeting held on Tuesday 12 March 2019		b) The minutes of the meeting held on Tuesday 12 March 2019 were <b>APPROVED</b>	
c) To receive declarations of interest related to the business on the agenda.		c) There were no Declaration of Interests relating to Agenda items	
<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>			
<b>704/19 Public Participation Section</b>		Members of public representing Paget Close addressed the meeting regarding their concerns with dangerous and unlawful parking of vehicles by some residents at the junction of the High Street and Paget Close. They provided documents relating to parking restrictions both highway code and NCC guidance along with planning restrictions required at time of development.	
<i>Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes</i>			
<b>705/19 Reports</b>			
a) To receive a report from County Councillor representative		a) No report had been received from NCC Cllr Bowen	
b) To receive a report from Borough Councillor representative		b) The meeting was referred to previously circulated report from NBC Cllr Flavell regarding Northampton Local Plan part 2	
c) To receive a report from Police / Neighbourhood Warden		c) The meeting was referred to previously circulated report from Police. There being no reported crimes for the last month. The council considered the outcome, previously circulated, of the complaints procedure which was unacceptable. <b>ACTION:</b> Clerk to Write further to Commissioner and MP. The Warden reported his inspection and actions in the village including the removal of the fly-tipping from Leys Lane and the High Street.	
d) To receive a report from Great Houghton Playing Fields Association		d) GHPFA representatives had nothing further to add other than contained in their minutes previously circulated.	
<b>706/19 To receive and adopt the Finance &amp; Administration Report</b>			
a) To receive and approve end of year Receipts and Payment Accounts at end of March 2019		a) The end of year accounts to 31 March 2019 were considered and <b>APPROVED</b> subject to clarification that the closing balance was £27,764.66	
b) To receive report on payments to be authorised.		b) The following payments were <b>AUTHORISED</b>	
c) HSBC update		Parish Clerk 100583 Salary 297.72	
		HMRC 100584 PAYE 74.40	
		SLCC 100585 Membership 106.00	
		SLCC 100586 Training 96.00	
		Rogers Quickprint 100587 Printing 399.00	
		CTL Property 190588 Maintenance 1020.00	
		Parish Clerk 100589 Expenses 46.29	
		c) The meeting was advised that the HSBC account review had now been completed and that online banking had now been set up.	
<b>707/19 To receive the Clerk's report</b>			
a) Councilor Vacancies – Update from Councillors on contacts		a) Updates were received from councilors regarding possible candidates to fill current vacancies. <b>ACTION</b> Clerk to write to resident.	
b) To consider and approve IT support and update of equipment		b) The report from PC-FirstAid Support recommending updating of IT equipment was considered. It was <b>RESOLVED</b> to go ahead with the recommended purchase of (1) Laptop, (3) Printer, (4) Microsoft Office 365, (6) ergonomic stand, (7) set up and transfer fee.	
c) Annual Appraisal		c) It was <b>CONFIRMED</b> that the Chairman would undertake the annual appraisal with the parish clerk during April.	

<b>708/19 To receive and consider the planning report</b> a) To consider the planning report – N/2019/0322 – N/2019/0327 – NBC Local Plan 2 b) PAG report – Confirm membership c) DSAG Report – Design Statement draft – Initial Survey	A) N/2019/0322 – No objections other than consideration of any neighbor issues. N/2019/0327 – No objection other than neighbor issues and conservation requirements. NBC plan 2 – ACTION Clerk to write to appropriate individuals seeking support and assistance with planning objections. B) PAG – membership of advisory group clarified subject to reconsideration at annual meeting in May. C) Meeting advised that a number of completed forms have been returned. <b>ACTION</b> completed forms to be fed back to DSAG chair for analysis and determination of next steps. Reminders to be placed on notice boards and pubs.
<i>Planning report previously circulated and accessible at <a href="http://www.greathoughton.org.uk">www.greathoughton.org.uk</a></i>	
<b>709/19 To receive Report on village maintenance matters:</b> a) Fly-tipping incidents b) The Green – Tree Felling – Chain-link Fence c) Paget Close – parking d) Speed Activated Sign	a) Fly-tipping incident now resolved. b) It had been confirmed that the recent felling of two trees had been carried out by NBC contractor as part of enhancement programme. Chain link fence requires repair. Matter deferred to on site meeting c) The meeting considered representations made by residents (above). <b>ACTION:</b> An on-site meeting be arranged with NCC, Police, and Councilors to consider how best to address and resolve this issue d) The Clerk confirmed that he had undertaken further maintenance and that the speed activated camera was once again working OK.
<b>710/19 To consider Community Transport scheme</b>	A presentation was given by representatives from Ability Community Transport with a view to starting up a scheme for the village at a cost of £500 to the council. This matter to be deferred to next meeting for further consideration.
<b>711/19 To further consider matters relating to GHPFA</b> a) Renewal of Lease - Update b) Land registration – Update c) To consider and determine purchase of playground equipment.	a) The meeting was referred to update from GHPFA advising that their solicitors had now been provided with further instructions. b) The meeting was updated regarding the land registration having now been forwarded for final approval. c) It was <b>RESOLVED</b> that the purchase of equipment be deferred until meeting with council solicitors had taken place
<b>712/19 To receive updated report on traffic management issue</b> a) Replace HGV signs b) Bus Stop Bedford Road	a) The Clerk reported that the replacement of HGV signs was ongoing. b) The meeting was updated regarding the possibility of real-time notice boards being fixed to the Bedford Road bus stop.
<b>713/19 To consider the monthly public messages.</b>	Residents to be reminded to complete and return the village survey forms

Meeting closed at 10pm

Signed.....

Dated.....