Great Houghton Parish Council

**Minutes of the Ordinary Meeting of Great Houghton Parish Council held on Tuesday 16 August 2022 at the Village Hall, Leys Lane at 7.45pm.**

|  |  |
| --- | --- |
| **In Attendance:** Cllr R Shaw, Cllrs M Barham, Cllr P Wright, Cllr J Havard | **Also, in Attendance**: M Billingham Parish Clerk, WNC Cllr Nunn, J Browett, K & D Barker |

|  |  |
| --- | --- |
| **180/22. Opening Procedures**1. To receive and approve apologies for absence:
2. To approve the minutes of the previous Ordinary Parish Council Meetings held on Tuesday 19 July 2022
3. To receive declaration of interests related to the business on the agenda
 | 1. Apologies were received from, Cllr S Williams
2. The minutes of the ordinary council meeting held on the 19 July 2022 were **APPROVED**
3. There was no declaration of interests relating to agenda items.
 |
| *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*)  |
| **181/22. Public Participation Section**  |  No member of the public present wished to address the council  |
| *Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes****)*** |
| **182/22. To receive following Reports**1. To receive report from West Northamptonshire Councillors
2. To receive reports from Police / PLR
3. To receive report from Neighbourhood Warde**n**
4. To receive report from Great Houghton Playing Fields Association
 | 1. WNC Cllr Nunn reported, Planning department problems, really behind due to loss of experienced staff. Daventry Office closing too many offices following merger. Extension to household support payments. Rail services impact of HS2 looking for east west link. Hockey national games being held in Northampton. Concern expressed over lack of parking for Vulcan works at Albion Place. No plans for extra parking. Bike-park completed will be opening soon.
2. The meeting was referred to police report previously circulated. There was no reported crime in the parish during July. PLR reported concerns relating to online scams
3. The council was concerned that once again there was no attendance, apologies, or report from neighbourhood warden. Council. **ACTION** Clerk to forward concerns to WNC.
4. The meeting was referred to report from GHPFA previously circulated. Concerned that promised work by Anglian Water not yet carried out. Fencing around play area to be actioned without delay. It was noted that the new containers had now been installed and one will be added to the asset record.
 |
| **183/22. To receive and adopt the Finance & Administration Report** 1. To receive Receipts and Payment Accounts to end of July 2022.
2. Payments to be authorised.
3. To consider and determine late invoice from Police for purchase of cycle
 | 1. The accounts to the end of July 2022 were **APPROVED** with a balance of £34,606.68
2. The following payments were **AUTHORISED**

|  |  |  |  |
| --- | --- | --- | --- |
| Parish Clerk | T00148 | Salary | 314.40 |
| HMRC | T00149 | PAYE | 90.00 |
| HGM | T00150 | Maintenance | 240.00 |
| HGM | Too151 | Maintenance | 240.00 |
| Rogers Quickprint | T00152 | Parish News | 294.00 |
| C Print | T00153 | Parish News | 130.00 |
| Cleveland Container | T00154 | Container | 4458.00 |
| Parish Clerk | T00155 | expenses | 145.92 |
| W Garner | T00156 | plants for boxes | 79.44 |
|  |  |  | **5991.76** |

1. The meeting was referred to the late invoice received from the Police regarding the purchase of a cycle for £753.91first considered and determined in minute 011/21 (f) 11 May 2021. The council was most concerned that this invoice relating to the previous year was not submitted at the time and that this, or any other cycle had not been seen in the village. Due to the failure to submit the invoice in good time, it had been assumed that payment was not required and therefore this funding had been re-allocated elsewhere. It was **RESOLVED** that it was not now appropriate for this payment to be made and that the police would need to make fresh application if they still required such funding.
 |
| **184/22 To receive and consider Planning Matters**1. The Annual Planning Report
2. To determine response to Northampton Local Plan part 2
3. Receive report from PAG
 | 1. The council had no comment to make relating to WNN/2022/0764 – 3 Cherry Tree Lane.
2. The council considered and determined its response to the Northampton Local Plan part 2 Modifications (see website). Whilst the council welcomed some of the amendments, they did not consider that they appropriately address the expressed concerns to the adverse impact of increased traffic on the village.
3. There was no report from PAG
 |
| **185/22 Councillor Vacancies**1. To note resignation of Councillor
2. Notice of Vacancy
3. Appointment of Chairman
4. Review of Council representatives
 | 1. The meeting noted, with regret, the resignation of W Garner from the council. **ACTION** Clerk to write to him on behalf of the council, thanking him for his help and support to both the council and the community over the years.
2. The meeting was advised that a notice relating to this further vacancy had now been published. In response to the notice relating to the earlier vacancy, the meeting was referred to the completed casual vacancy form on behalf of John Browett, previously circulated. **ACTION** co-option of new councillor to be added to agenda for next council meeting.
3. It was **RESOLVED** that Cllr R Shaw be appointed as the chairperson for this remaining year**. ACTION** appointment of Vice-Chair to be added to agenda for next meeting.
4. This matter deferred to next meeting.
 |
| **186/22 To receive the Clerks Report**1. Consider and determine offer of Tree saplings from Little Houghton
2. To receive and consider report from Village Hopper
3. To consider and determine creation of welcome pack for new residents
4. Update on Community Speed Watch July 2022
 | a) The meeting was referred to the offer received from LH Tree Warden offering tree saplings. The council was mindful that we have limited ownership of land that would be appropriate for such planting. **ACTION**, GHPFA councillor representatives to refer this matter to next meeting of their committee.b) The report on the Village Hopper, previously circulated, was received and noted.c) It was **RESOLVED** that a specific welcome pack be created for new residents. **ACTION** Clerk to produce draft.d) The meeting was referred to report on recent community speed watch activity. There were no recorded speeding vehicles from either of the three designated recording sites throughout the village. Thanks were recorded for the assistance provided by Alison, Eddie, and Garry. |
| **187/22. To receive Report on village maintenance matters**1. To consider report from Land & Property relating to Leys Lane
2. To further consider replacement of village notice boards and cost of installation
 | 1. The meeting was referred to the further report from Land & Property **ACTION** Clerk to write to WNC seeking further support. It was **RESOLVED** that the Clerk in conjunction with Cllr Williams, should seek to establish title by adverse possession and submit appropriate declaration.
2. The matter of the notice board was deferred to next meeting.
 |
| **188/22 Approval of Building Regs – Village Hall**1. To note ‘condition’ relating to Structural calculations to be submitted to WNC and approved before installation on site
 | 1. The meeting was referred to the building regulations approval and noted the condition being for structural calculations to be submitted by builder and approved by WNC.
 |
| **189/22 To consider and determine Parish News editorial policy** | The meeting was advised of the offer from Bill Garner to continue as the editor for the parish news. The council was most grateful for this offer, and it was **RESOLVED** that this be accepted. **ACTION** Clerk to draw up draft policy for the parish news for consideration and determination at next meeting. |
| **190/22 To further consider request from Pocket Park Committee for purchase of seeds** | The meeting was referred to the further information provided regarding proposed seeding of the Pocket Park. It was **RESOLVED** that the council provide a grant of £326 to purchase the seeds. |
| **191/22 To consider extreme heat warnings and field fire risks** | Concern was raised as to the increased risk of surrounding field fires due to the current heat wave, and thereby possible increased risk to the village. Whilst warnings have been issued about the risk, there had been no advice or guidance issued as to any emergency procedure to be followed in the event of field fires placing residents in risk. **ACTION** PLR Cllr Barham to seek response from Police, Fire & Crime Commissioner  |
| **191/22. To consider the monthly public messages** | Residents and Visitors to be extra careful to avoid possible fire risks. Residents to be mindful of home security matters during hot weather, with windows and doors often being left open and the needs of any vulnerable neighbours.  |

**Meeting closed 9.40**

**Signature………………………………………………………. Dated………………………………………..**