Great Houghton Parish Council

**Minutes of** **the Ordinary Council Meeting of Great Houghton Parish Council held on Tuesday 19 December 2023 at the Village Hall, Leys Lane commencing at 7.30pm.**

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| **In Attendance**: Cllr S Williams, Cllr R Shaw, Cllr M Barham, Cllr J Havard, Cllr J Russell, Cllr J Browett | **Also, in Attendance**: M Billingham PC, Edwin Lane, |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **320/23. Opening Procedures**   1. To receive and approve apologies for absence: 2. To approve the minutes of the Ordinary Parish Council Meeting held on Tuesday 21 November 2023 3. To receive declaration of interests related to the business on the agenda. | | | | | | 1. There were no apologies for absence received. 2. The minutes of the ordinary council meeting held on Tuesday 21 November were **APPROVED.** 3. There were no declaration of interests relating to the 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*) | | | | | | | |
| **321/23. Public Participation Section** | | Concerns were expressed regarding speeding cars and poor state of cycleway. Cllrs provided explanation of policy and actions seeking to deal with problems. Any matters relating to street maintenance issues should be reported via Street Doctor at: <https://www.westnorthants.gov.uk/parking-roads-and-transport> | | | | | |
| *Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes****)*** | | | | | | | |
| **322/23. To receive following Reports**   1. To receive report from West Northamptonshire Councillors 2. To receive reports from Police / PLR 3. To receive report from Great Houghton Playing Field Association 4. To receive Speed/Traffic Report | | | | | | | 1. There were no reports received from WNC councillors. 2. The meeting was referred to the police report previously circulated. One non-residential Burglary during November 3. The meeting was referred to GHPFA report previously circulated. £5,000 profit reported from fireworks. 4. The meeting was referred to the speed/traffic report previously circulated |
| **323/23. To receive and adopt the Finance & Administration Report**   1. To approve the Receipts and Payment Accounts to end of Nov 2023 2. Payments to be approved. 3. To consider and determine Annual Budget and Precept for 2024/2025 | | | | 1. The accounts to the end of November 2023 were **APPROVED** with a balance of £34,143.00 2. The following payments were **AUTHORISED**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | Parish Clerk | T00285 | Salary | 390.42 |  | | HMRC | T00286 | PAYE | 390.42 |  | | C Humphrey | T00287 | Distribution | 30.00 |  | | Smith of Derby | T00288 | Clock Service | 292.80 | 48.80 | | Rogers Quickprint | T00289 | Parish News | 297.00 |  | | NCALC | T00290 | Training | 50.40 | 8.40 | | Parish Clerk | T00291 | Expenses | 50.57 |  | |  |  |  |  |  | |  |  |  | 1501.61 | 57.20 | | Card Payments |  |  |  |  | | Amazon | T00284 | Membership | 8.99 | 0 | | **TOTAL PAYMENTS FOR MONTH** | | | **1510.60** | **57.20** |  1. The meeting considered and **DETERMINED** the budget for 2024/2025 (see appendix A). It was further **RESOLVED** that the Precept for the next financial year would remain at £20,750 | | | |
| **324/23 To receive and consider Planning Matters**   1. The Annual Planning Report 2. Receive report from PAG. 3. Update on Development at The Green | | | | | | | 1. There were no planning applications to be considered. 2. There was no report from PAG 3. The meeting was referred to the traffic data provided by David Lock Associates. **ACTION** to be considered by councillors and debated at future meetings. |
| **325/23 To receive the Clerk’s Report**   1. Update on traffic survey and data request | | | | | 1. The meeting was referred to response received regarding TTP Consulting regarding council commissioned survey. **ACTION** Clerk to write further seeking possible utilisation of above survey and ability to identify ‘through-traffic. | | |
| **326/23. To receive Report on village maintenance/Highway matters**   1. Update on Leys Lane Turning 2. Update on Maintenance of disused railway/cycleway/footpath 3. Update on reduction of speed limit through village to 20mph 4. Complaint relating to Tree in Wymersley Close obstructing Street Lighting 5. Concerns relating to Lime Farm/High Street | | | 1. The meeting was referred to response received from WNC Alan Burns advising that WNC Cllr Phil Barrows was now picking this matter with Highways. 2. The meeting was referred to response received from WNC Assistant Director Assets & Environment, Simon Bowers seeking to obtain budget provision for maintenance of cycleway. It was **NOTED** that a survey has now been conducted on behalf of Homes England relating to this access and Brackmills Wood. 3. The meeting was referred to response received from WNC Community Liaison Officer, Helen Howard. Awaiting delivery of 20mph signs for village. 4. The meeting was referred to complaints received relating to overgrown tree that was obstructing the street lighting in Wymersley Close. **ACTION** Clerk to write to landowner seeking that the tree be cut-back. 5. Concerns have been raised relating to vehicles being parked to close to the junction causing traffic issues. **ACTION** Clerk to seek advice and assistance from police and neighbourhood warden. Article to be included in next issue of parish news. | | | | |
| **327/23 To consider Implications and response to WNC Community Governance Review** | The meeting was advised that the chair & Clerk had attended a consultation meeting organised by NCALC with WNC representatives and other parish clerks regarding the Community Governance Review. This being further to the council’s request dated 15 August 23 to participate (see appendix B) as advised by NCALC. We were further advised that to ensure that our WNC Ward Councillors are made aware of and seek their support for our application**. ACTION** Clerk to write to ward councillors. | | | | | | |
| **328/23. To consider the monthly public messages** | | | Residents to be reminded to ensure that they and their visitors are mindful of other road users and pedestrians when parking their cars.  Wishing everyone a Merry Christmas and Happy New Year. | | | | |

**Meeting closed at 9.15pm**

**Appendix A – 2024/2025 Budget**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **ACTUAL** |  | **DRAFT** | **DRAFT** |
|  |  |  |  |  |  |  | **TO DATE** |  | **BUDGET** | **BUDGET** |
|  |  |  |  |  |  |  | **2022/2023** | | **2023/2024** | **2024/2025** |
| **RECEIPTS** | | |  |  |  |  | **£** |  | **£** | **£** |
|  | Precept | |  |  |  |  | 27,500.00 |  | 27,500 | 27,500 |
|  | Grants/S106 | | |  |  |  | 13.63 |  | 0 | 0 |
|  | Insurance claims | | |  |  |  | 0.00 |  | 0 | 0 |
|  | Bank interest | | |  |  |  | 0.00 |  | 0 | 0 |
|  | Advertising for Village Magazine | | | | |  | 185.00 |  | 600 | 300 |
|  | VAT claims | | |  |  |  | 1,861.17 |  | 1,200 | 1,200 |
|  | Other | |  |  |  |  | 145.20 |  | 0 | 0 |
|  | **Total receipts** | | |  |  |  | **29,705.00** |  | **29,300** | **29,000** |
| **PAYMENTS** | | |  |  |  |  |  |  |  |  |
|  | **Village Maintenance** | | | |  |  |  |  |  |  |
|  |  | Mowing | |  |  |  | 3,800.00 |  | 5,000 | 5,000 |
|  |  | Dog Bin Emptying | | |  |  | 0.00 |  | 1,000 | 1,000 |
|  |  | Other |  |  |  |  | 1,569.77 |  | 10,000 | 10,000 |
|  |  |  |  |  |  |  | **5,369.77** |  | **16,000.00** | **16,000.00** |
|  | **Pocket Park Maintenance** | | | | |  |  |  |  |  |
|  |  | Maintenance | |  |  |  | 0.00 |  | 100 | 100 |
|  |  |  |  |  |  |  | **0.00** |  | **100** | **100** |
|  | **Church Clock** | | |  |  |  |  |  |  |  |
|  |  | Maintenance | |  |  |  | 0.00 |  | 250 | 250 |
|  |  |  |  |  |  |  | **0.00** |  | **250** | **250** |
|  | **Village Hall** | | |  |  |  |  |  |  |  |
|  |  | Replacement | |  |  |  | 0.00 |  | *2,000* | *2,000* |
|  |  | Loan repayment | | |  |  | 3,133.35 |  | 6,300 | 0 |
|  |  |  |  |  |  |  | **3,133.35** |  | **8,300** | **2,000** |
|  | **Grants & Donations** | | | (under s137, Local Government Act 1972) | | | | | |  |
|  |  |  | *maximum this year £* | *9.93 x 502 = £4984.86* | | |  |  |  |  |
|  |  | Royal British Legion Remembrance Day appeal | | | | | **0.00** |  | 100 | 100 |
|  |  | Other (electorate discretion) | | | |  | **352.63** |  | 4,327 | 4,327 |
|  |  |  |  |  |  |  | **352.63** |  | **4,427.00** | **4,427.00** |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Administration** | | |  |  |  |  |  |  |  |
|  |  | Clerk |  |  |  |  | 2,201.10 |  | 5,000 | 5,000 |
|  |  | Expenses | |  |  |  | 208.00 |  | 200 | 200 |
|  |  | Cllrs expenses | |  |  |  | 0.00 |  | 300 | 300 |
|  |  | Travel Allowance | | |  |  | 0.00 |  | 100 | 100 |
|  |  | Insurance | |  |  |  | 0.00 |  | 3,500 | 3,500 |
|  |  | Stationery & postage | | |  |  | 171.72 |  | 250 | 250 |
|  |  | Telephones & Broadband | | | |  | 68.64 |  | 100 | 100 |
|  |  | Audit |  |  |  |  | 210.00 |  | 400 | 400 |
|  |  | Web site | |  |  |  | 270.00 |  | 500 | 300 |
|  |  | New and replacement equipment | | | |  | 3,758.52 |  | 5,000 | 5,000 |
|  |  | PAYE & NI | |  |  |  | 2,025.20 |  | 1,000 | 1,000 |
|  |  | Training | |  |  |  | 224.00 |  | 200 | 250 |
|  |  | Hall rental | |  |  |  | 0.00 |  | 300 | 300 |
|  |  | Professional fees | | |  |  | 66.00 |  | 6,000 | 6,000 |
|  |  | Subscriptions | |  |  |  | 918.89 |  | 1,000 | 1,000 |
|  |  | Parish News Printing | | |  |  | 1,472.00 |  | 2,000 | 2,000 |
|  |  | Village Hopper | |  |  |  | 8.99 |  | 500 | 500 |
|  |  | Other costs | |  |  |  | 0.00 |  | 100 | 100 |
|  |  |  |  |  |  |  | **11,603.06** |  | **26,450** | **26,300** |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  | **VAT** |  |  |  |  | 1,882.64 |  | 250 | 250 |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Total Payments** | | |  |  |  | **22,341.45** |  | **55,777.00** | **49,327.00** |
|  |  |  |  |  |  |  |  |  |  |  |
| **Net Receipts/ (Payments)** | | | | |  |  | **7,363.55** |  | **(26,477.00)** | **(20,327.00)** |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Bank Balances** | |  |  |  | TOTAL |  | TOTAL | TOTAL |
|  |  | Opening | |  |  |  | 26,779.45 |  | 26,655 | 26,655 |
|  |  | Net Receipts/ (Payments) | | | |  | 7,363.55 |  | **(26,477.00)** | **(26,477.00)** |
|  |  | Closing | Estimated spend for last three months £8000 | | | | **34,143.00** |  | **178.00** | **178.00** |

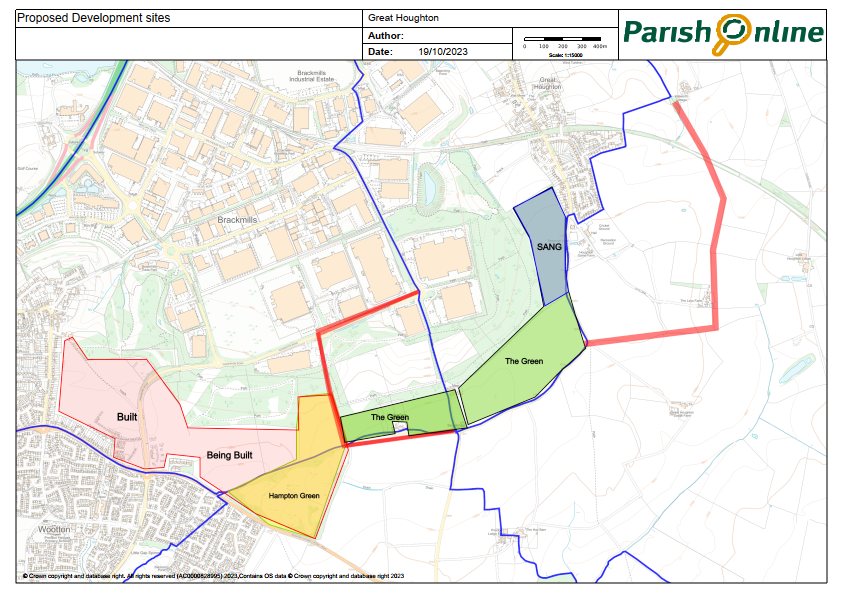
**Appendix B – Community Governance Review Participation Submission**

I write on behalf of the parish council which wishes to be participate in the Community Governance Review.

Please find their following views and proposals along with attached supporting map.

The Parish Council seeks to alter its current parish boundary to the Northeast (see attached map marked in red) in order to incorporate land containing our playing field (purchased in 1972). This proposal being based on utilising existing natural borders including streams, lanes, footpaths and hedgerows. It seeks to transfer the land currently being part of Little Houghton Parish.

The Parish Council also, seeks to extend its current parish boundary to the Southwest (see attached Map) in order to incorporate the total area of the proposed development of The Green (LAA1098), incorporating some 800 new homes.  Three quarters of which is already within our current parish. This proposal being based on utilising existing natural borders including streams, roads, lanes, footpaths and hedgerows. It seeks to transfer the land currently being part of Hardingstone Parish. This proposal would ensure that all residents within the newly developed community would be represented by the single parish council.

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