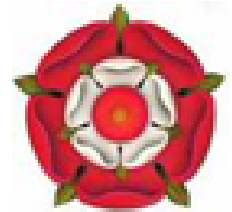


Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 12th April 2023**.

Present:

Cllr Ed Green Chairman (Chair)
Cllr Rosemary Bury (Vice Chair)
Cllr Alex Hocking
One Member of the public

Cllr Barrie Grant
Cllr Mariah Hocking
Cllr David Gwinn

Cllr Nigel Godbolt

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: | | | | | | | | | | | | |
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| 2023 04 01 | To receive and approve apologies for absence. <i>RESOLVED: Apologies received from Clerk. Cllr. Bury agreed to take the Minutes.</i> | | | | | | | | | | | | |
| 2023 04 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: No declarations.</i> | | | | | | | | | | | | |
| 2023 04 03 | That the minutes of the meeting held on 8th March 2023 and the Extraordinary Financial Meeting on the 20th of March 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: Minutes approved for both meetings: 8th and 20th March 2023.</i> | | | | | | | | | | | | |
| 2023 04 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: One member of the public present. No participation.</i> | | | | | | | | | | | | |
| 2023 04 05 | Finance: To receive financial and budget report as of 1st April 2023. <i>RESOLVED: Finance presented to Council and approved.</i> | | | | | | | | | | | | |
| 2023 04 06 | To present and approve the bank reconciliation as of 1st April 2023. <i>RESOLVED: Bank reconciliation presented to Council and approved.</i> | | | | | | | | | | | | |
| 2023 04 07 | To approve payments: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Clerk Salary (SO) - April 2023</td> <td style="text-align: right;">£307.79</td> </tr> <tr> <td>Clerk Home Working (SO) - April 2023</td> <td style="text-align: right;">£18.00</td> </tr> <tr> <td>EON - £66.56 + £13.31 VAT</td> <td style="text-align: right;">£79.87</td> </tr> <tr> <td>SSE/SWALEC (DD) - £5.25 + £0.26 VAT</td> <td style="text-align: right;">£5.51</td> </tr> <tr> <td style="padding-left: 20px;">£116.31 + £5.51 VAT</td> <td style="text-align: right;">£122.12</td> </tr> <tr> <td>ACRE Renewal Membership - £35 + £7 VAT</td> <td style="text-align: right;">£42</td> </tr> </table> To agree who will authorise the payments. <i>RESOLVED: All payment approved for payment.</i> AP: To create payments. (Clerk) AP: To authorise payments. (Cllr. E. Green and Cllr. R. Bury) | Clerk Salary (SO) - April 2023 | £307.79 | Clerk Home Working (SO) - April 2023 | £18.00 | EON - £66.56 + £13.31 VAT | £79.87 | SSE/SWALEC (DD) - £5.25 + £0.26 VAT | £5.51 | £116.31 + £5.51 VAT | £122.12 | ACRE Renewal Membership - £35 + £7 VAT | £42 |
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| 2023 04 08 | To approve Cllr Godbolt and Cllr Gwinn to undertake training. (Clerk) <i>RESOLVED: Date proposed: 16th June 2023. Cllr. N. Godbolt and Cllr. D. Gwinn to attend "Off to a Flying Start" Course by NCALC.</i> AP: To book Councillors on to training course. (Clerk) |
| 2023 04 09 | To receive an update on the 5 Year Plan. (MH) <i>No update. Cllr. M. Hocking asked for this item to be deferred to May Meeting.</i> AP: To add to May Agenda. (Clerk) |
| 2023 04 10 | To receive the defibrillator report. (RB) <i>RESOLVED: Completed and passed to Clerk.</i> |
| 2023 04 11 | To receive the playground inspection report. (MH) <i>RESOLVED: Received and noted that surfaces under swings needs attention. Proposal to obtain information and three quotes for repairing or replacing surfaces affected.</i> AP: To present to Council information obtained and quotes for repairing/replacing surfaces. (NG) |
| 2023 04 12 | To receive quotes for the fencing to be repaired at the playground. (Clerk) <i>Clerk to present at May meeting.</i> |
| 2023 04 13 | To review the draft recommendations for new ward boundaries in West Northamptonshire. (Clerk) <i>Deferred for consultation with Clerk.</i> |
| 2023 04 14 | To approve the removal of the energy supplier SSE as a Direct Debit payee. (Clerk) <i>RESOLVED: Approval given to remove Direct Debit for previous energy supplier SSE.</i> AP: To remove SSE from online banking once final payment has been processed. (Clerk) |
| 2023 04 15 | To review the Public Spaces Protection Order (Dog Control and Prohibition of Smoking in Public Places) for West Northamptonshire Council. (Clerk) <i>To be deferred to May meeting.</i> |
| 2023 04 16 | To review and approve the following policies/procedures: (Clerk) <ul style="list-style-type: none"> ● Data Breach Policy (amendments from previous meeting) (AH) ● Data Protection Policy (amendments from previous meeting) (AH) ● Freedom of Information Publication Scheme. <i>Cllr. A Hocking reported that Data Breach Policy was with the Clerk. Data Protection Policy still required up-to-date details from Clerk. Freedom of Information Publication Scheme deferred to next meeting</i> |
| 2023 04 17 | To discuss Staff Holiday and cover. (RB) <i>RESOLVED: Staff Holiday dates request by Clerk, agreed by Council.</i> |
| 2023 04 18 | <ul style="list-style-type: none"> ● Closure of the meeting to the public and press. |
| 2023 04 19 | To discuss Clerk's salary. (RB) <i>RESOLVED: Annual increased approved with effect from 01.04.23 Additional hours payment approved by Council.</i> |
| 2023 04 20 | <i>Re-opening of the meeting to the public and press.</i> |
| | Councillors Report: <ul style="list-style-type: none"> ● Cllr. A. Hocking advised that Councillors did not need to complete the GDPR forms. ● Cllr. Grant asked for a volunteer to take over Neighbourhood Watch from him. Cllr. Green offered to become the Neighbourhood Watch co-ordinator. ● Councillors discussed grass cutting contract and a communication from a local resident. |
| | Correspondence: <ul style="list-style-type: none"> ● Prolectric Solar Lighting Council was presented with information regarding Solar Powered Street Lighting. Further information and possible costs to be brought to the May meeting. (RB) |

Minutes taken by Cllr. Bury

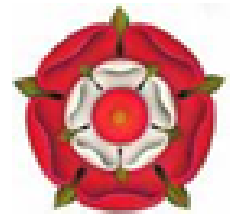
End of Meeting 21:12

Signed..... Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 10th May 2023.**

Present:

Cllr Ed Green Chairman (Chair) Cllr Barrie Grant
Cllr Rosemary Bury (Vice Chair) Cllr Mariah Hocking
Cllr Alex Hocking Cllr Nigel Godbolt
Five Members of the public

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2023 05 01 | To elect the Chair for 2023/2024. <i>RESOLVED: Cllr Green was elected to continue as Chair.</i> |
| 2023 05 02 | To sign the Chair's declaration of office. <i>RESOLVED: Cllr Green signed the declaration of office and Clerk signed as a witness.</i> |
| 2023 05 03 | To receive and approve apologies for absence. <i>RESOLVED: Apologies received from Cllr Gwinn.</i> |
| 2023 05 04 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> |
| 2023 05 05 | To elect the Vice Chair for 2023/2024. <i>RESOLVED: Cllr Bury was elected to continue as Vice Chair.</i> |
| 2023 05 06 | That the minutes of the meeting held on 12th April 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: The minutes were approved and signed by Chair.</i> |
| 2023 05 07 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>Four members of the public addressed Council with comments regarding the first grass cutting of the season. One member of the public enquired about how correspondence addressed to Council is managed. The Chair thanked the public for their views and advised that all comments had been noted.</i> |
| 2023 05 08 | <i>Closure of the meeting to the public and press.</i> |
| 2023 05 09 | Private and confidential matter relating to West Northamptonshire Council Legal and Democratic services. (Clerk) <i>RESOLVED: Council were notified of the private and confidential matter.</i> |
| 2023 05 10 | <i>Re-opening of the meeting to the public and press.</i> |

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| 2023 05 11 | <p>Finance: To receive financial and budget report as of 1st May 2023. <i>RESOLVED: Council were presented with the financial and budget report.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 12 | <p>To present and approve the bank reconciliation as of 1st May 2023. <i>RESOLVED: Council were presented with the bank reconciliation to Council. Cllr Bury approved and signed.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 13 | <p>To approve payments:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Clerk Salary (SO) - May 2023</td> <td style="text-align: right;">£313.30</td> </tr> <tr> <td>Clerk Home Working (SO) - May 2023</td> <td style="text-align: right;">£18</td> </tr> <tr> <td>Overtime Payment/Backdated Pay</td> <td style="text-align: right;">£127.80</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>NCALC Membership</td> <td style="text-align: right;">(£288.75)</td> </tr> <tr> <td>NALC Membership</td> <td style="text-align: right;">(£29.84)</td> </tr> <tr> <td>Internal Audit - £207 + £41.40 VAT</td> <td style="text-align: right;">(£248.40)</td> </tr> <tr> <td>Data Protection Officer Fee - £10 + £2 VAT</td> <td style="text-align: right;">(£12)</td> </tr> <tr> <td>NCALC Total Payment -</td> <td style="text-align: right;">£578.99</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Grass Cutting - T J Whittaker</td> <td style="text-align: right;">£240</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Cllr. Bury - Coronation Bunting</td> <td style="text-align: right;">£37.98</td> </tr> </table> <p>To agree who will authorise the payments. <i>RESOLVED: Council approved all payments. Cllr Bury received cheque (number 000866) as payment.</i> AP: To set up payments for NCALC and T J Whittaker. (Clerk) AP: To approve payment for NCALC and T J Whittaker. To amend Clerk Salary standing order and create payment for Clerk's Overtime/Backdated Pay. (EG & RB)</p> | Clerk Salary (SO) - May 2023 | £313.30 | Clerk Home Working (SO) - May 2023 | £18 | Overtime Payment/Backdated Pay | £127.80 | | | NCALC Membership | (£288.75) | NALC Membership | (£29.84) | Internal Audit - £207 + £41.40 VAT | (£248.40) | Data Protection Officer Fee - £10 + £2 VAT | (£12) | NCALC Total Payment - | £578.99 | | | Grass Cutting - T J Whittaker | £240 | | | Cllr. Bury - Coronation Bunting | £37.98 |
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| Cllr. Bury - Coronation Bunting | £37.98 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 14 | <p><i>Accounts and Audit for Year Ending 31st March 2022:</i></p> <ul style="list-style-type: none"> ● To receive and note the year ending accounts and budget for 2022/2023. ● To receive and note the Annual Internal Audit Report 2022/2023. ● To receive and complete the AGAR Annual Governance Statement 2022/23. ● To approve the AGAR Annual Accounting Statements 2022/2023. <p><i>RESOLVED: Council were presented with the year ending accounts and budget. Chair and Clerk completed and signed the Annual Governance & Accountability Return (AGAR) Annual Governance Statement.</i> <i>Council expressed their thanks to the Clerk for completing the AGAR and for passing the Internal Audit successfully.</i> AP: To send the certificate of exemption to external auditor. (Clerk) AP: To arrange a date for the publication of the Notice of Public Rights and Publication of AGAR. (Clerk)</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 15 | <p>To approve governance training for Councillors. (Clerk) <i>RESOLVED: All 6 Councillors present approved to complete training.</i> AP: To look at prospective dates and communicate with Councillors to check availability. (Clerk) To notify Clerk of any holidays that are more than 5 days long. (All Councillors)</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 16 | <p>To receive an update on the 5 Year Plan. (MH) <i>Council was advised that a draft proposal is being worked on and will be presented to Council and other village organisations.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 17 | <p>To receive quotes for the fencing to be repaired at the playground. (Clerk) <i>Clerk advised that she is awaiting quotes from Contractors.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 18 | <p>To receive information regarding Solar Powered Street Lighting. (RB) <i>Cllr Bury advised that she has some information but is seeking more detail.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023 05 19 | <p>To review the draft recommendations for new ward boundaries in West Northamptonshire. (Clerk) <i>RESOLVED: Council agreed that they were happy with the new ward boundaries proposed for Old.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | AP: To notify the Local Government Boundary Commission for England of Council's decision. (Clerk) |
| 2023 05 20 | To receive the defibrillator report. (RB) <i>RESOLVED: Completed and passed to Clerk. New batteries have been put in the light for the cabinet.</i> |
| 2023 05 21 | To receive the playground inspection report. (MH) <i>RESOLVED: Completed.</i> |
| 2023 05 22 | To give consideration to the following Planning Application: WND/2023/0217 Listed Building Consent for refurbishment of outbuilding including installation of 2 no. roof lights on front roof slope. Installation of secondary glazing to main dwelling. Dial House, Faxton End, Old, Northamptonshire, NN6 9RF <i>RESOLVED: Council agreed that there was no objection.</i> AP: To notify Planning at West Northamptonshire Council. (Clerk) |
| 2023 05 23 | To give consideration to the following Planning Application: WND/2023/0218 Refurbishment of outbuilding including installation of 2 no. rooflights on front roof slope Dial House Faxton End Old, Northamptonshire NN6 9RF <i>RESOLVED: Council agreed that there was no objection.</i> AP: To notify Planning at West Northamptonshire Council. (Clerk) |
| 2023 05 24 | To update the Register of Interests for Councillors on the website. (Clerk) <i>RESOLVED: Council were reminded to keep the Register of Interests up to date within 28 days of any change in circumstances.</i> AP: To add Register of Interests to the website. (Clerk) |
| 2023 05 25 | To review and approve the following policies/procedures: (Clerk) <ul style="list-style-type: none"> ● Freedom of Information Publication Scheme. ● Risk Management Policy ● Risk Assessment <i>RESOLVED: Freedom of Information Publication Scheme and Risk Management Policy were approved. It was proposed for a working group to look into the Risk Assessment policy.</i> AP: To arrange a date for Councillors to meet to look at Risk Assessment policy and to bring an amended version to the next meeting for approval. (AH) AP: To update website with approved policy and procedure. (Clerk) |
| | Councillors Report: <ul style="list-style-type: none"> ● Cllr A Hocking - Advised that he is working on the GDPR requirements. Will propose a new structure when work is complete. ● Cllr Godbolt - Armed Forces Covenant - West Northamptonshire Council have signed and it isn't felt necessary for Council to sign. ● Cllr Bury - The Cherry Hill volunteers for the litter picking event were short on equipment. AP: To add a proposal to purchase additional equipment to next months agenda. (Clerk) ● Cllr Grant - The grass issue at the Millenium Tree has not been fixed yet. AP: To contact Highways so they can send a reminder about the repair of the grass area. (BG) |
| | Correspondence: <ul style="list-style-type: none"> ● EON price increase - Council were advised that communication had been received to advise that light maintenance will increase in price. ● Council were advised that some communication had been received about grass cutting. |

End of Meeting 21:00

Signed.....

Date.....

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| | <p><i>Cllr Green - Playground matting adhesive £10.82 + £2.16 VAT</i> £12.98</p> <p>Invoice received after agenda published: <i>EON - Repairs (Invoice 118498) £46.94 + £9.39 VAT</i> £56.33</p> <p><i>Payments made under prior approval:</i> <i>Yu Energy (DD) (Invoice 20001138144) £13.14 + £0.66 VAT</i> £13.80 <i>Yu Energy (DD) (Invoice 2000142918) £172.94 + £8.65 VAT</i> £181.59</p> <p>To agree who will authorise the payments. <i>RESOLVED: Council approved all payments. Cllr Green received cheque (number 000867) as payment.</i> AP: To set up payments for T J Whittaker and EON. (Clerk) AP: To approve payment for T J Whittaker and EON. (EG&RB)</p> |
| 2023 06 09 | <p><i>Accounts and Audit for Year Ending 31st March 2022:</i></p> <ul style="list-style-type: none"> To approve the AGAR Annual Accounting Statements 2022/2023. <p><i>RESOLVED: Clerk advised Council that one page was not signed during previous meeting. Chair and Clerk completed and signed the Annual Governance & Accountability Return (AGAR) Annual Governance Statement.</i></p> <p>AP: To send the certificate of exemption to external auditor. (Clerk) AP: To arrange a date for the publication of the Notice of Public Rights and Publication of AGAR. (Clerk)</p> |
| 2023 06 10 | <p>To receive update on the Community Speedwatch training course. (MH & AH) <i>Council were advised that a letter needs to be sent from the Parish Council to the Community Speed Watch team to confirm that they would like a training course to be provided. An enquiry was made whether we have the original letter that was sent.</i></p> <p>AP: To find the original email address that the letter was sent to and send to Clerk to find the letter. (Clerk) AP: To send the letter to AH & MH once found. (Clerk)</p> |
| 2023 06 11 | <p>To agree who will look in to potential available grants for the Road Safety. <i>Clerk advised Council of the grants available from Northamptonshire Police, Fire and Crime Commissioner: Road Safety Community Fund & Small Grant Schemes. Council discussed how wider community grants could be investigated further. Council agreed for Clerk to highlight any grants being made available.</i></p> |
| 2023 06 12 | <p>To receive quotes for the fencing to be repaired at the playground. (Clerk) <i>Clerk advised that only two quotes had been received so far so will defer the item to the next meeting.</i></p> |
| 2023 06 13 | <p>To receive costing for possible replacement of street lights to Solar Street Lighting. (RB) <i>Council were advised that the cost of each Solar Street light means that it would not be possible within Council's budget. Council were advised that a quote had been received to change the Cherry Hill street light bulbs to LED's and this should greatly decrease the energy costs.</i></p> <p>AP: To contact Cherry Hill residents to advise them of the project. (RB)</p> |
| 2023 06 14 | <p>To approve purchase of the following items for Community help: 4 x litter pickers, 10 x high visibility vests (large), 6 x kids high visibility vests, 2 x first aid kits. (Clerk) <i>RESOLVED: Council were presented with three quotes for each item. Council discussed whether the volunteers who are taking part at the village could have access to the first aid kit in the Community Centre. Council approved the purchase of one first aid kit and all other items.</i></p> <p>AP: To enquire with Parish Charities whether the Community Centre could be open during the litter picking events. (Clerk) AP: To purchase items. (Clerk)</p> |
| 2023 06 15 | <p>To receive the defibrillator report. (RB) <i>RESOLVED: Report was received.</i></p> |

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| 2023 06 16 | <p>To receive the playground report. (MH) <i>The report was presented to Council. Council were informed that adhesive glue was used on two of the tiles on the mats under the swings but that this was not going to be a suitable fix. Council agreed that as RoSPA report is due this month to wait until the report has been received to see the results.</i> AP: To present RoSPA report to Council when received. (Clerk)</p> |
| 2023 06 17 | <p>To approve Clerk to attend a meeting being held in partnership with NCALC and West Northamptonshire Council about Local Area Partnerships (LAPs). (Clerk) <i>RESOLVED: Council approved for Clerk to attend the meeting and to report back on the information gained.</i> AP: To confirm attendance to the meeting to NCALC. (Clerk) AP: To send information of the meeting to Cllr. Godbolt. (Clerk)</p> |
| 2023 06 18 | <p>To receive an update on the current review of the Risk Assessment policy. (AH) <i>A draft copy of part of the Risk Assessment was presented and Council agreed that the present working group should present the proposed amendment to the Clerk prior to the next meeting.</i> AP: To arrange a date for the working group. AP: To establish the stages of the Data Breach and Data Protection policy. (MH)</p> |
| | <p>Councillors Report:</p> <ul style="list-style-type: none"> ● A Councillor announced that it was one of his fellow Councillors birthday and asked Council to sing happy birthday, which they all did. |
| | <p>Correspondence:</p> <ul style="list-style-type: none"> ● Grass Cutting Correspondence. <i>The Clerk advised that correspondence had been received in regards to the grass cutting and that all messages had been replied to with consultation with the Chair.</i> |

End of Meeting 21:13

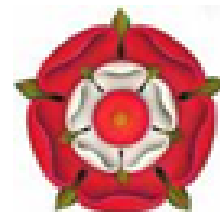
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 12th July 2023**.

Present:

Cllr Ed Green Chairman (Chair)
Cllr Rosemary Bury (Vice Chair)
Cllr Alex Hocking

Cllr Barrie Grant
Cllr Mariah Hocking
Cllr Nigel Godbolt

Cllr David Gwinn

Three Members of the public.

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: | | | | | | | | | | |
|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------|--------------------------------------------|---------------|--------------------------------------------------------------------------------------|---------------|-----------------------------------------------------|-------------|---------------------------------|----------------|
| 2023 07 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors Present.</i> | | | | | | | | | | |
| 2023 07 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> | | | | | | | | | | |
| 2023 07 03 | That the minutes of the meeting held on the 14th June 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: The minutes were approved and signed by Chair.</i> | | | | | | | | | | |
| 2023 07 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: Three members of the public present. No public participation.</i> | | | | | | | | | | |
| 2023 07 05 | Finance: To receive financial and budget report as of 1st July 2023. <i>RESOLVED: Finance presented to Council. Council were advised that a few updates had been made to the spreadsheet to give more information.</i> | | | | | | | | | | |
| 2023 07 06 | To present and approve the bank reconciliation as of 1st July 2023. <i>RESOLVED: Council were presented with the bank reconciliation. Cllr Bury approved and signed.</i> | | | | | | | | | | |
| 2023 07 07 | To approve payments: <table><tbody><tr><td><i>Clerk Salary (SO) - July 2023</i></td><td><i>£313.30</i></td></tr><tr><td><i>Clerk Home Working (SO) - July 2023</i></td><td><i>£18.00</i></td></tr><tr><td><i>YU Energy (DD) (Account 2000142917) - Invoice 01194354 £13.08 + VAT £0.65</i></td><td><i>£13.73</i></td></tr><tr><td><i>Grass Cutting - T J Whittaker - Invoice 1462</i></td><td><i>£240</i></td></tr><tr><td><i>BHIB Insurance Renewal -</i></td><td><i>£569.81</i></td></tr></tbody></table> | <i>Clerk Salary (SO) - July 2023</i> | <i>£313.30</i> | <i>Clerk Home Working (SO) - July 2023</i> | <i>£18.00</i> | <i>YU Energy (DD) (Account 2000142917) - Invoice 01194354 £13.08 + VAT £0.65</i> | <i>£13.73</i> | <i>Grass Cutting - T J Whittaker - Invoice 1462</i> | <i>£240</i> | <i>BHIB Insurance Renewal -</i> | <i>£569.81</i> |
| <i>Clerk Salary (SO) - July 2023</i> | <i>£313.30</i> | | | | | | | | | | |
| <i>Clerk Home Working (SO) - July 2023</i> | <i>£18.00</i> | | | | | | | | | | |
| <i>YU Energy (DD) (Account 2000142917) - Invoice 01194354 £13.08 + VAT £0.65</i> | <i>£13.73</i> | | | | | | | | | | |
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| <i>BHIB Insurance Renewal -</i> | <i>£569.81</i> | | | | | | | | | | |

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| | <p>NCALC - Council Training - £245 + VAT £49 £294</p> <p>Received after the Agenda was published:</p> <p>RoSPA Playground Inspection - Invoice 72409 - £82 + VAT £16.40 £98.40</p> <p>EON Repairs - £127.50 + VAT 25.50 £153</p> <p>Payments made under prior approval (Paid 09/6/23):</p> <p>Yu Energy (DD) (Invoice 01153114) £13.38 + £0.67 VAT £14.05</p> <p>Yu Energy (DD) (Invoice 01153115) £159.58 + £7.98 VAT £167.56</p> <p>August Regular Payments:</p> <p>Clerk Salary (SO) - August 2023 £313.30</p> <p>Clerk Home Working (SO) - August 2023 £18.00</p> <p>Grass Cutting - T J Whittaker (To be paid when invoice received) £240</p> <p>To agree who will authorise the payments. RESOLVED: Council approved all payments. AP: To set up payment for T J Whittaker (Invoice 1462), BHIB Renewal, NCALC, RoSPA, EON. (Clerk) AP: To authorise payment for T J Whittaker (Invoice 1462), BHIB Renewal, NCALC, RoSPA, EON. (EG&RG) AP: To set up August payments once invoices have been received and notify EG&RB for authorisation. (Clerk)</p> |
| 2023 07 08 | <p>To update Council on the Local Area Partnerships (LAPs) Briefing. (NG&Clerk) RESOLVED: Council were given an overview of the briefing held by West Northamptonshire Council (WNC). Council were advised that the plans are in the early stages and further information will be disseminated by Northamptonshire County Association of Local Councils (NCALC).</p> |
| 2023 07 09 | <p>To seek approval for further training for Clerk. (RB) RESOLVED: Council approved for the Clerk to partake in VAT Reclaim training. Council approved for the payment to be paid in August, once the invoice has been received. AP: To process payment and notify authorisers once invoice has been received. (Clerk)</p> |
| 2023 07 10 | <p>To approve the removal of data protected documents. (Clerk) The Clerk advised Council that she was required to dispose of historic data protected documents securely. Clerk requested approval for payment to cover the cost of this to be completed safely and securely. Councillors did not approve the payment.</p> |
| 2023 07 11 | <p>To give consideration to the following Planning Application: 2023/5595/FULL Removal of existing conservatory. Extensions to rear The Granary Harrington Road Old West Northamptonshire NN6 9RJ RESOLVED: Council had no objection to the application. AP: To notify WNC of Council's decision. (Clerk)</p> |
| 2023 07 12 | <p>To receive quote for Cherry Hill lighting and approve purchase. (RB) RESOLVED: Council were presented with a quote from EON to upgrade the street lighting at Cherry Hill. Council were advised that all residents of Cherry Hill had been contacted either via face to face or via a letter drop to let them know about the upgrade of the lighting. Residents were very positive and supportive of this project. Council approved the purchase. AP: To notify EON that Council would like to proceed with the upgrade. (Clerk)</p> |
| 2023 07 13 | <p>To receive update on grass cutting. (Clerk&RB) RESOLVED: Council agreed to accept the grant from WNC towards the cost of the grass mowing contract for 2023 to cover the mowing of Highways grass verges. AP: To complete the purchase order for the grant and send to WNC. (Clerk)</p> |

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| 2023 07 14 | <p>To receive the Playground report. (MH) <i>Council were advised that correspondence had been received that some bird spikes were missing from the toddler swing. Council approved up to £30 to be spent on the purchase of new spikes.</i> <i>Council discussed that the RoSPA report highlighted the matting under the swings as being an issue.</i> AP: To look in to potential grant schemes. (AH) AP: To purchase and fit bird spikes. (EG) AP: To discuss with Old Parish Charities the possibility of a grant for the playground improvements. (DG) AP: To obtain three quotes for the replacement of the swing matting and bring to Council in next meeting. (NG)</p> |
| | <p><i>Councillors Report:</i></p> <ul style="list-style-type: none"> ● Cllr Bury - The planting of the cherry trees for the Queens Green Canopy/Platinum Jubilee took place at Cherry Hill this week. Tutor and staff from the Arboriculture Department of Moulton College kindly planted the trees on the Council's behalf. Several residents have already congratulated the Council on the planting of the trees. AP: To write a thank you letter to the Tutor at Moulton College. (Clerk) Council would like to thank the volunteers who gave up their time to help with the planting. A special thank you to the resident who donated the second tree which was placed on the inner green at Cherry Hill. <ul style="list-style-type: none"> - A resident had been in contact about the lease/rent sign on the land to the west of Cherry Hill. The resident was informed that Council are unable to help in this matter. ● Cllr Godbolt - The 80th anniversary of D-Day is coming up next year and would like an item to be added to the Agenda at the start of next year to discuss ways to commemorate this. <ul style="list-style-type: none"> - Dates have been received for Armed Forces Community Hub Dates in July through to September. AP: To add information and dates to the website. (Clerk) ● Cllr A Hocking - One of the speed battery signs is no longer working. Council agreed that the battery can be disposed of in a responsible manner. ● Cllr Grant - Wanted to express Council's thanks to Cllr Bury for the work that has been undertaken with the Queens Green Canopy/Platinum Jubilee project. |
| | <p><i>Correspondence:</i></p> <ul style="list-style-type: none"> ● <i>Parish Charities - Community Centre First Aid</i> Council were advised that Old Parish Charities have kindly agreed that during litter picking events, access to the Community Centre will be available and the first aid kit will also be available. ● <i>Land for lease/rent sign on the land to the west of Cherry Hill</i> Council were advised that correspondence had been received from another resident who was concerned about the lease/rent sign on the land to the west of Cherry Hill. The resident was informed that Council are unable to offer any guidance on this matter. However, should a Planning Application be received, the Council will bring the application to the public Council Meeting for full consideration. |

End of Meeting 21:00

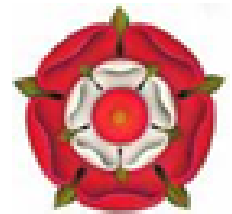
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 13th September 2023**.

Present:

Cllr Ed Green Chairman (Chair)
Cllr Rosemary Bury (Vice Chair)
Cllr Alex Hocking

Cllr Barrie Grant
Cllr Mariah Hocking
Cllr Nigel Godbolt

Cllr David Gwinn

Three Members of the public.

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: |
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| 2023 09 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors Present.</i> |
| 2023 09 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> |
| 2023 09 03 | That the minutes of the meeting held on the 12th July 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: The minutes were approved and signed by the Chair.</i> |
| 2023 09 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: A member of the public expressed their interest in becoming a Councillor. The Chair welcomed them to the meeting and advised that the usual procedure is to attend two Council meetings prior to joining the Council.</i> <i>Another member of the public addressed Council in regards to the wild flowers border and violets around the War Memorial. The member of public also enquired in regards to the Neighbourhood Watch representative.</i> |
| 2023 09 05 | Finance: To receive financial and budget report as of 1st September 2023. <i>RESOLVED: Finance presented to Council.</i> |
| 2023 09 06 | To present and approve the bank reconciliation as of 1st September 2023. <i>RESOLVED: Council were presented with the bank reconciliation for July and August. Cllr Bury and Cllr Grant approved and signed.</i> |

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| 2023 09 07 | <p>To approve payments:</p> <p>August payment: <i>Grass Cutting - T J Whittaker - Invoice 1503</i> £240</p> <p>September to approve: <i>Clerk Salary (SO) - September 2023</i> £313.30 <i>Clerk Home Working (SO) - September 2023</i> £18.00</p> <p><i>Grass Cutting - T J Whittaker - Invoice Number 1539</i> £320</p> <p><i>ICO - Data Protection Fee -</i> £40</p> <p>Payments made under prior approval: <i>Yu Energy (DD) (Invoice 01201640) £143.04 + £7.15 VAT</i> £150.19 (Paid 24/07) <i>Yu Energy (DD) (Invoice 01224310) £13.46 + £0.67 VAT</i> £14.13 (Paid 09/08) <i>Yu Energy (DD) (Invoice 01224311) £146 + £7.30 VAT</i> £153.30 (Paid 09/08) <i>Yu Energy (DD) Invoice: 01262831 - £13.43 + £0.67 VAT</i> £14.10 (Paid 09/09) <i>Yu Energy (DD) Invoice: 01262832 - £143.14 + £7.16 VAT</i> £150.30 (Paid 09/09)</p> <p>To agree who will authorise the payments. <i>RESOLVED: Council approved all payments.</i> AP: To set up payment to T J Whittaker and ICO. (Clerk) AP: To authorise payment for T J Whittaker (Invoice 1539) and ICO. (EG&RB)</p> |
| 2023 09 09 | <p>To approve the subscription to Society of Local Council Clerks (SLCC). (RB) <i>RESOLVED: A proposal was received for the Clerk to become a member of the SLCC. Council approved this proposal.</i> AP: To set up the subscription to SLCC. (Clerk)</p> |
| 2023 09 10 | <p>To present to Councillors their certificate for training. (Clerk) <i>RESOLVED: All Councillors received their certificate for completing Whole Council Training.</i></p> |
| 2023 09 11 | <p>To agree the purchase of trees under Queens' Green Canopy project. (RB) <i>A proposal was received for trees to be purchased and planted on land owned by residents who have agreed to the planting. Council requested that information was reported back to them on the locations of where the trees will be planted.</i> AP: To bring back further information for next meeting. (RB)</p> |
| 2023 09 12 | <p>To receive and approve quotes for the repair of the playground fence. (Clerk) <i>RESOLVED: Council were presented with quotes from three contractors to complete three different items of work for the playground fence: repair broken sections, relocation of posts around tree and replacement of all of the fence. Council agreed for the successful contractor to complete the work of repairing the broken sections and the relocation of posts around a tree.</i> AP: To notify the successful contractor and the unsuccessful contractors. (Clerk)</p> |
| 2023 09 13 | <p>To approve asset register. (Clerk) <i>RESOLVED: Council were presented with the updated asset register. Council agreed further amendments to the asset register and approved it based on these changes.</i> AP: To update approved asset register to the website. (Clerk)</p> |
| 2023 09 14 | <p>To discuss Council tree maintenance and consider going to tender for the tree maintenance. (BG) <i>RESOLVED: A proposal was received for Council to go to tender for the tree maintenance of all trees owned by the Council (playground and Cherry Hill). Council approved this proposal.</i> AP: To start the process of going to tender and receiving quotes. (BG&Clerk)</p> |
| 2023 09 15 | <p>To agree purchase of the Parish Council Remembrance Day Poppy wreath. (RB) <i>RESOLVED: Council was presented with three quotes for the Remembrance Day Poppy Wreath. Council approved the purchase from British Legion.</i> AP: To purchase the wreath. (RB)</p> |

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| 2023 09 16 | To receive the Playground report. (MH) <i>RESOLVED: The playground report was received. Council were advised that there is a dead tree on the boundary. It is on the tree report to be removed.</i> |
| 2023 09 17 | To receive quotes and approve purchase for the swing playground matting. (NG) <i>RESOLVED: Council were presented with quotes and options for repairing/replacing the matting under the two swing sets. Council approved in principal to replace with carpet surfacing. Council agreed to discuss with Parish Charities whether they would be willing to make a contribution to the cost.</i> AP: To give Councillor Gwinn a copy of the RoSPA report. (Clerk) To update Council with the outcome of Parish Charities meeting. (DG) To enquire if volunteer would be able to jetwash the matting area. (DG) To take forward to the October meeting. (Clerk) |
| 2023 09 18 | To approve painting of the playground swings. (NG) <i>RESOLVED: Council were presented with three quotes for the paint. Council were advised that the bird spikes would need to be removed and replaced for the painting to be completed. Council approved the spending of up to £60 for the paint and replacement bird spikes. The Clerk asked for a risk assessment to be completed prior to the work being completed in the playground.</i> AP: To purchase the paint and bird spikes and to complete the painting. (NG) |
| 2023 09 19 | To discuss the renewal of the website hosting, support and annual licence. (AH) <i>Council discussed how much the website is currently used by residents and it was proposed that the Council could have an alternative website which would reduce the cost of the contract.</i> AP: To present to Council prices and a demonstration of suggested alternatives at next meeting. (AH) To find out cancellation terms and enquire if the domain name is kept if current contract is terminated. (Clerk) To enquire with Parish Charities the situation regarding their own new website. (DG) |
| | <i>Councillors Report:</i> <ul style="list-style-type: none"> • Councillor Green highlighted a news article that reported that health inspectors had visited Wold Industrial Farm and ordered food to be destroyed due to it being unlawfully processed. • Councillor Gwinn highlighted that there is land for sale in the village and that Parish Charities have enquired with all residents whether they would be interested in purchasing the land. AP: To investigate if land can be registered as a community asset. (Clerk) • Councillor Godbolt highlighted that the July/August NCALC update included information that Councillors and Clerks should not be using their own credit cards. AP: To add to Octobers meeting. (Clerk) • Councillor Grant advised that he had asked previously if anyone wanted to take on the role of Neighbourhood Watch representative. |
| | <i>Correspondence:</i> <ul style="list-style-type: none"> • The Clerk highlighted that correspondence had been received from the Planning department at West Northamptonshire Council (WNC) that they would no longer be providing the necessary information for the village website to contain a feed of local planning applications. The Clerk advised that she would be updating the village website with the link to the Planning page on WNC. |

End of Meeting 21:26

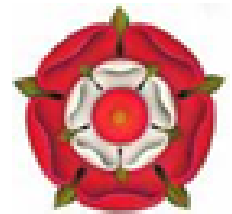
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 11th October 2023**.

Present:

Cllr Ed Green Chairman (Chair)
Cllr Rosemary Bury (Vice Chair)
Cllr Alex Hocking

Cllr Barrie Grant
Cllr Mariah Hocking
Cllr Nigel Godbolt

Cllr David Gwinn

Two Members of the public.

Meeting Commenced: 19:31

| Year Month Item | The following business was transacted: |
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| 2023 10 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors Present.</i> |
| 2023 10 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> |
| 2023 10 03 | That the minutes of the meetings held on the 13th September 2023 and the 2nd October 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: The Clerk highlighted that the page number on the draft minutes for the 2nd October was incorrect and amended to 15. The Chair signed the minutes for the 13th September and 2nd October.</i> |
| 2023 10 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: Two members of the public present. No public participation.</i> |
| 2023 10 05 | Finance: To receive financial and budget report as of 1st October 2023. <i>RESOLVED: Finance presented to Council.</i> |
| 2023 10 06 | To present and approve the bank reconciliation as of 1st October 2023. <i>RESOLVED: Council were presented with the bank reconciliation for September. Cllr Bury and Cllr Grant approved and signed.</i> |

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| 2023 10 07 | <p>To approve payments:</p> <table border="0"> <tr> <td>Clerk Salary (SO) - October 2023</td> <td style="text-align: right;">£313.30</td> </tr> <tr> <td>Clerk Home Working (SO) - October 2023</td> <td style="text-align: right;">£18</td> </tr> <tr> <td>Nigel Godbolt - Paint for Swings&Bird defence material £46.64 + £9.33 VAT</td> <td style="text-align: right;">£55.97</td> </tr> <tr> <td>Ed Green - Bird defence material & Cable Ties £15.31 + £0.66 VAT</td> <td style="text-align: right;">£15.97</td> </tr> <tr> <td>Grass Cutting - T J Whittaker - Invoice 1539</td> <td style="text-align: right;">£240</td> </tr> <tr> <td>Repair of fence and disposal of fallen tree - T J Whittaker - Invoice 1539</td> <td style="text-align: right;">£30</td> </tr> <tr> <td>EON Repairs - Invoice 120248 - £127.50 + £25.50</td> <td style="text-align: right;">£153</td> </tr> <tr> <td>2commune - Invoice 4634</td> <td></td> </tr> <tr> <td>UKLC website hosting, support and annual licence £470 + £94 VAT</td> <td style="text-align: right;">£564</td> </tr> </table> <p>Payments made under prior approval:</p> <table border="0"> <tr> <td>Yu Energy (DD) (Invoice 013251880) £13.08 + £0.65 VAT</td> <td style="text-align: right;">£13.73 (Paid 09/10)</td> </tr> <tr> <td>Yu Energy (DD) (Invoice 01325190) £145.96 + £7.30 VAT</td> <td style="text-align: right;">£153.26 (Paid 09/10)</td> </tr> </table> <p>To agree who will authorise the payments. RESOLVED: The Clerk advised that the 2commune invoice had been received and cancellation terms meant three months notice was required. Therefore, the payment was needed to be authorised and the website could be reviewed at a later date. Council approved all payments. AP: To set up payment to Nigel Godbolt, Ed Green, T J Whittaker (Grass Cutting&Tree), EON & 2commune. (Clerk) AP: To authorise payment for Nigel Godbolt, T J Whittaker (Grass Cutting&Tree), EON & 2commune. (EG&RB) (It was arranged for RB&BG to authorise the payment for Ed Green)</p> | Clerk Salary (SO) - October 2023 | £313.30 | Clerk Home Working (SO) - October 2023 | £18 | Nigel Godbolt - Paint for Swings&Bird defence material £46.64 + £9.33 VAT | £55.97 | Ed Green - Bird defence material & Cable Ties £15.31 + £0.66 VAT | £15.97 | Grass Cutting - T J Whittaker - Invoice 1539 | £240 | Repair of fence and disposal of fallen tree - T J Whittaker - Invoice 1539 | £30 | EON Repairs - Invoice 120248 - £127.50 + £25.50 | £153 | 2commune - Invoice 4634 | | UKLC website hosting, support and annual licence £470 + £94 VAT | £564 | Yu Energy (DD) (Invoice 013251880) £13.08 + £0.65 VAT | £13.73 (Paid 09/10) | Yu Energy (DD) (Invoice 01325190) £145.96 + £7.30 VAT | £153.26 (Paid 09/10) |
| Clerk Salary (SO) - October 2023 | £313.30 | | | | | | | | | | | | | | | | | | | | | | |
| Clerk Home Working (SO) - October 2023 | £18 | | | | | | | | | | | | | | | | | | | | | | |
| Nigel Godbolt - Paint for Swings&Bird defence material £46.64 + £9.33 VAT | £55.97 | | | | | | | | | | | | | | | | | | | | | | |
| Ed Green - Bird defence material & Cable Ties £15.31 + £0.66 VAT | £15.97 | | | | | | | | | | | | | | | | | | | | | | |
| Grass Cutting - T J Whittaker - Invoice 1539 | £240 | | | | | | | | | | | | | | | | | | | | | | |
| Repair of fence and disposal of fallen tree - T J Whittaker - Invoice 1539 | £30 | | | | | | | | | | | | | | | | | | | | | | |
| EON Repairs - Invoice 120248 - £127.50 + £25.50 | £153 | | | | | | | | | | | | | | | | | | | | | | |
| 2commune - Invoice 4634 | | | | | | | | | | | | | | | | | | | | | | | |
| UKLC website hosting, support and annual licence £470 + £94 VAT | £564 | | | | | | | | | | | | | | | | | | | | | | |
| Yu Energy (DD) (Invoice 013251880) £13.08 + £0.65 VAT | £13.73 (Paid 09/10) | | | | | | | | | | | | | | | | | | | | | | |
| Yu Energy (DD) (Invoice 01325190) £145.96 + £7.30 VAT | £153.26 (Paid 09/10) | | | | | | | | | | | | | | | | | | | | | | |
| 2023 10 08 | <p>To discuss the source of payment for the swing playground matting. RESOLVED: The Clerk advised that Old Parish Charities has kindly agreed to contribute £1,000 towards the replacement of the matting. With this donation and the money from previous fundraising, Council would be required to put more money towards the project. The Clerk also advised that as per Council's Financial Regulations, Council can move money from one budget heading to another. The Clerk proposed that the outstanding amount be taken from the 5 Year Plan heading. Council approved this proposal. AP: To notify the successful contractor and arrange for the work to be completed. (Clerk) AP: To communicate with Old Parish Charities on when the contribution would be required. (Clerk)</p> | | | | | | | | | | | | | | | | | | | | | | |
| 2023 10 09 | <p>To provide update on the Queens' Green Canopy project. (RB) Item deferred to the next meeting.</p> | | | | | | | | | | | | | | | | | | | | | | |
| 2023 10 10 | <p>To receive a proposal to approve a Parish Council credit card. (Clerk) RESOLVED: The Clerk advised that as per Council's Financial Regulations, Councillors and Clerk should not be using their own credit/debit card for making payments. The Clerk proposed Council with three potential options. Council approved for a Charge Card be arranged with a £150 maximum monthly spendage. AP: To arrange the Charge Card. (Clerk)</p> | | | | | | | | | | | | | | | | | | | | | | |

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| 2023 10 11 | <p>To give consideration to the following Planning Application: 2023/6969/LBC Enclosure of existing porch, repairs to chimneys, mortar, stonework and window head; repairs to doors; refurbishment of sash and leaded windows; replacement of 9 no. casement windows; inclusion of glass slates on rear roof slope. Internal alterations including removal of partition walls at ground floor, new partition wall and replacement wood floor at second (loft) floor, re-wiring and new heating/hot water system, installation of new under eaves cupboards, new partition wall in the front bedroom, new bathroom/en-suite, new roll top bath, removal of water tanks, new staircase banister and spindles Wold Farm Harrington Road Old NN6 9RJ <i>RESOLVED: Council agreed that they supported this application.</i> AP: To notify the Planning department at West Northamptonshire Council. (Clerk)</p> |
| 2023 10 12 | <p>To give consideration to the following Planning Application: 2023/6968/FULL Planning Permission for enclosure of existing porch (retrospective) Wold Farm Harrington Road Old NN6 9RJ <i>RESOLVED: Council agreed that they supported this application.</i> AP: To notify the Planning department at West Northamptonshire Council. (Clerk)</p> |
| 2023 10 13 | <p>To receive the Playground report. (MH) <i>RESOLVED: The Playground report was received. It was noted that the swings looked good after being painted by Cllr. Godbolt. It was reported that there is a small mark on the picnic bench, Council discussed that some wood preserver could be placed on it. The rotten tree in the playground was discussed and the Clerk updated Council with the current status of the Tree Maintenance tender and that the aim was for work to be completed before the end of the year.</i></p> |
| 2023 10 14 | <p>To present update on website project. (Clerk) <i>RESOLVED: As per item 7, Council are unable to terminate their contract with 2commune until next year.</i></p> |
| 2023 10 15 | <p>To review GDPR policy. (AH) <i>Council were presented with an amended version of GDPR related policies.</i> AP: To review the policies and request Northamptonshire County Association of Local Councils (NCALC) to assess the policies and bring to next meeting. (Clerk)</p> |
| | <p><i>Councillors Report:</i> Cllr Bury - Advised that the Poppy Wreath had been purchased. - Reported to Council that as previously agreed, two buddleias had been planted at the Playground. - Advised that on the tree survey which the tree contractors will be working on it stated that the lights in the trees at Cherry Hill would need to be taken down prior to work being completed. AP: Once the date of the work is known, a note will be distributed to residents to notify of the work and also to ask for any lights to be removed. Cllr Grant - Advised how the additional slow sign agreed by Highways to be painted on the road at Walgrave Road near the pub hasn't been actioned when the recent repainting of the road happened. It was discussed how the village sign as you enter the Village from Walgrave is in need of cleaning/replacing. AP: To discuss with Highways. (BG)</p> |
| | <p><i>Correspondence:</i></p> |

End of Meeting 20:37

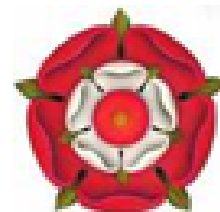
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 8th November 2023.**

Present:

Cllr Ed Green Chairman (Chair)
Cllr Rosemary Bury (Vice Chair)
Cllr Alex Hocking

Cllr Barrie Grant
Cllr Mariah Hocking
Cllr Nigel Godbolt

Cllr David Gwinn

Three members of public.

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: | | | | | | | | |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------|-----------------------------------------|-----|------------------------------|--------|--------------------------------------------|------|
| 2023 11 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors Present.</i> | | | | | | | | |
| 2023 11 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> | | | | | | | | |
| 2023 11 03 | That the minutes of the meetings held on the 11th October 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: Council approved the minutes and the Chair signed them.</i> <i>Following a request at the October meeting that the grass should be cut around the village Memorial prior to the Remembrance Sunday service, Cllr. Godbolt stated that he wished to have it recorded in these Minutes that he did not agree with item 4.1 of the Financial Regulations.</i> | | | | | | | | |
| 2023 11 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: Three members of public present. Two members of public were advised that their correspondence was being brought up during the correspondence item.</i> | | | | | | | | |
| 2023 11 05 | Finance: To receive financial and budget report as of 1st November 2023. <i>RESOLVED: Finance presented to Council.</i> | | | | | | | | |
| 2023 11 06 | To present and approve the bank reconciliation as of 1st November 2023. <i>RESOLVED: Council were presented with the bank reconciliation for October. Cllr Bury approved and signed.</i> | | | | | | | | |
| 2023 11 07 | To approve payments: <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Clerk Salary (SO) - November 2023</td> <td style="text-align: right;">£313.30</td> </tr> <tr> <td>Clerk Home Working (SO) - November 2023</td> <td style="text-align: right;">£18</td> </tr> <tr> <td>Rosemary Bury - Poppy Wreath</td> <td style="text-align: right;">£19.99</td> </tr> <tr> <td>Society of Local Council Clerks Membership</td> <td style="text-align: right;">£109</td> </tr> </table> | Clerk Salary (SO) - November 2023 | £313.30 | Clerk Home Working (SO) - November 2023 | £18 | Rosemary Bury - Poppy Wreath | £19.99 | Society of Local Council Clerks Membership | £109 |
| Clerk Salary (SO) - November 2023 | £313.30 | | | | | | | | |
| Clerk Home Working (SO) - November 2023 | £18 | | | | | | | | |
| Rosemary Bury - Poppy Wreath | £19.99 | | | | | | | | |
| Society of Local Council Clerks Membership | £109 | | | | | | | | |

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| | <p>Grass Cutting - T J Whittaker - Invoice 1592 £320</p> <p>Received after Agenda Published:</p> <p>Yu Energy (DD) (Invoice 01343853) £13.43 + £0.67 VAT £14.10</p> <p>Yu Energy (DD) (Invoice 01343854) £167.73 + £8.39 VAT £176.12</p> <p>To agree who will authorise the payments. RESOLVED: Council approved all payments. Cllr Bury received a cheque (000868) as her payment (signed by Cllr Green&Cllr Grant). AP: To set up payments to T J Whittaker & SLCC. (Clerk) AP: To authorise the payments. (EG&BG)</p> |
| 2023 11 08 | <p>To discuss D-Day memorial. (NG) Council were advised that more information on the memorial would be received at a later date. AP: To bring to Council for January's meeting.</p> |
| 2023 11 09 | <p>To receive stationary request. (Clerk) RESOLVED: Council approved Clerk's request for stationary. AP: To order stationary. (Clerk)</p> |
| 2023 11 10 | <p>To review extra VAT payment for the playground matting. (Clerk) RESOLVED: Council approved for the extra VAT payment to be taken from the budget for the village sign. AP: To confirm order with approved contractor. (Clerk)</p> |
| 2023 11 11 | <p>To receive playground report and discuss algae prevention on surfaces. (MH&Clerk) RESOLVED: Council were informed that the manufacturer of the new matting surface advised that it can be treated with algae and weed killer. However, if leaf litter is kept off the surface in the autumn then algae won't form. The playground inspection will monitor the surface.</p> |
| 2023 11 12 | <p>To receive quotes for tree maintenance and approve contractor. (Clerk&BG) Council were advised that two quotes had been received so far and as per the financial regulations, it would be best practice to try and source at least one further quote. AP: To contact companies who had already been sent tender details to enquire if they have or are planning to produce quotes. (Clerk) AP: To contact additional companies to source additional quotes. (Clerk) AP: To bring to next months meeting. (Clerk)</p> |
| 2023 11 13 | <p>To receive and discuss draft budget. (Clerk) Council were presented with the draft budget and some adjustments were suggested. AP: To review the draft budget and offer suggested amendments at December's meeting. (All Councillors) AP: To add a section to advise on the amount likely to be received for reclaiming VAT. (Clerk)</p> |
| 2023 11 14 | <p>To co-opt new Councillor. (Clerk) RESOLVED: Andrew Moodie was proposed as a new Councillor and Council approved this. The Declaration of Acceptance of Office form was completed and then signed by the Clerk. AP: To send Cllr Moodie the Councillor documents. (Clerk) AP: To complete the Register of Interests within 28 days of becoming Councillor. (AM)</p> |
| | <p>Councillors Report:</p> <ul style="list-style-type: none"> • Cllr Grant advised that a concrete post has been fly tipped at the entrance to Cherry Hill. AP: To take photographs of the post and send to Cllr Green who will forward to Highways. (BG) • Cllr Bury advised that Council are able to go ahead with planting of shrubs etc. on the edge of Grange Farm. The dates for this to take place will be advised early next year. • Cllr Bury advised Council that the replacement of the street lights to LED's at Cherry Hill had almost been completed and EON have confirmed that the work would be finalised as soon as possible. |

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| | <p>Correspondence:</p> <ul style="list-style-type: none">• <i>The Clerk advised that three emails had been received from residents, regarding the new lighting at Cherry Hill. Two letters were read to Council with the residents approval (see Item 4). The Clerk explained the content only of the 3rd letter to Council as the resident was not present.</i> <p>AP: Further information to be obtained - to be reported back at the next meeting.</p> |
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End of Meeting 21:02

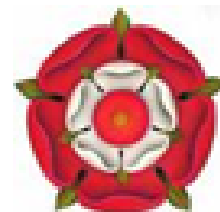
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 13th December 2023**.

Present:

CLlr Ed Green Chairman (Chair)
CLlr Rosemary Bury (Vice Chair)
CLlr Alex Hocking

CLlr Mariah Hocking
CLlr David Gwinn
CLlr Nigel Godbolt

CLlr Andrew Moodie

One Member of the Public.

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: |
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| 2023 12 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors were present. Council were notified that Councillor Grant has resigned from Council with immediate affect. The Chair expressed his thanks to Councillor Grant for his time on the Council.</i> AP: To publish a casual vacancy. (Clerk) AP: To add to Agenda for bank mandate form to be signed for Councillor Grant to be removed from bank account. |
| 2023 12 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> |
| 2023 12 03 | That the minutes of the meeting held on the 8th November 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: Council approved the minutes and the Chair signed them.</i> |
| 2023 12 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: A member of the public enquired about the Shrub Maintenance payment on item 8. Council advised that this amount was included in the quotation for Parish Grounds Maintenance under the grass cutting contract and was approved by Council.</i> |
| 2023 12 05 | Finance: To receive financial and budget report as of 1st December 2023. <i>RESOLVED: Council were presented with the financial and budget report. Council were advised that the VAT reclaimant has to be completed on a yearly basis and previous years claims are being processed.</i> |
| 2023 12 06 | To present and approve the bank reconciliation as of 1st December 2023. <i>RESOLVED: Council were presented with the bank reconciliation for November. CLlr Bury approved and signed.</i> |
| 2023 12 07 | To approve Clerk's backdated pay and new monthly wage as part of the 2023/24 Local Government Services Pay Agreement. (Clerk) <i>RESOVLED: Council approved the backdated pay and new monthly wage.</i> |
| 2023 12 08 | To approve payments: |

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| | <p>Clerk Salary (SO) - December 2023 £339.56 Clerk Home Working (SO) - December 2023 £18 Backdated pay - April-November 2023 £210.08</p> <p>Shrub Maintenance - T J Whittaker - Invoice 1604 £160</p> <p>Payments made under prior approval: Yu Energy (DD) (Invoice 01390963) £192 + £9.60 VAT £201.60 (Paid 9/10/23) Yu Energy (DD) (Invoice 01390962) £13.40 + £0.67 VAT £14.07 (Paid 9/10/23)</p> <p>To agree who will authorise the payments. RESOLVED: Council approved all payments. AP: To set up payment for Clerk's backdated pay and amend the Clerk's monthly standing order. (EG) AP: To set up Shrub Maintenance Payment. (Clerk) AP: To approve payments. (EG, RB & AH)</p> |
| 2023 12 09 | <p>To receive quotes for tree maintenance and approve contractor. (Clerk&BG) <i>Quotes were opened and reviewed by Clerk and Council. Council agreed for Clerk to check with three contractors where further information is required.</i> AP: To contact the contractors and bring to next meeting. (Clerk) AP: To send list of quotes and contractors to Council, prior to next meeting. (Clerk)</p> |
| 2023 12 10 | <p>To receive and discuss draft budget. (Clerk) RESOLVED: Council reviewed the draft budget and made some amendments. Council approved the budget. AP: To complete the precept form at next meeting. (Clerk & EG)</p> |
| 2023 12 11 | <p>To receive an update on the Cherry Hill lighting. (Clerk) RESOLVED: Council received an update from EON. Council were advised that the work has been fully completed at Cherry Hill. Council were also advised that several positive comments have been received from residents in regard to the new lighting. Council agreed for the Clerk to reply to correspondence from residents in reference to the lights and advise that Council are unable to offer any alterations to the new lighting. AP: To reply to residents correspondence. (Clerk)</p> |
| 2023 12 12 | <p>To discuss No Mow May. (Clerk) RESOLVED: Council were advised of West Northamptonshire Council's (WNC) initiative for parishes to not mow in May. Council agreed not to take part in the initiative.</p> |
| 2023 12 13 | <p>To discuss a working party to maintain the War Memorial. (EG) RESOLVED: Council agreed to arrange a working party prior to events being held at the War Memorial (such as D-Day and Remembrance Sunday) and to advertise the working parties in the village newsletter to encourage residents involvement. Council also discussed the correspondence sent to Councillors regarding where the Remembrance Day poppy bunting was. Council were advised that the bunting was not the responsibility of the Council. Cllrs A and M Hocking advised that they did not know of the present whereabouts of the bunting. AP: To arrange a date for the working parties to meet when the weather improves. (EG) AP: To add to October 2024 Agenda for a working party to be organised for Remembrance Sunday. (Clerk) AP: To reply to resident correspondence in regard to the Poppy bunting. (Clerk)</p> |
| 2023 12 14 | <p>To receive the playground inspection report. (MH) RESOLVED: The playground report was received. Council were advised that weather permitting, the work on the swing surfaces will take place on the 4th of January. Cllr Godbolt confirmed that he will be on site during the fitting. AP: To put signs up to say that the playground will be closed on the 4th of January 2024. (Clerk)</p> |
| 2023 12 15 | <p>Closure of the meeting to the public and press.</p> |

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| 2023 12 16 | To discuss Clerk's review. <i>RESOLVED: Council were presented with the Clerk's review and expressed their thanks to the Councillors involved with presenting it to Council.</i> |
| 2023 12 17 | <i>Re-opening of the meeting to the public and press.</i> |
| | <p><i>Councillors Report:</i></p> <ul style="list-style-type: none"> ● <i>Cllr Bury confirmed that the EON work at Cherry Hill has been completed.</i> ● <i>Cllr Bury advised that she attended a meeting with WNC in relation to the new Planning arrangements. An update will be provided to Council at the next meeting.</i> ● <i>It was reported that a large puddle has formed on Harrington Road. AP: To report to Highways. (EG)</i> |
| | <p><i>Correspondence:</i></p> <ul style="list-style-type: none"> ● <i>Correspondence received from organisers of Pitsford Water Trail Races to inform of a race going through Old. Council agreed that a letter to residents would be helpful. AP: To inform race organisers to ask for a letter to be sent. (Clerk)</i> ● <i>Correspondence had been received from a resident querying ownership of vegetation on land at Cherry Hill. AP: To reply to resident to advise that the area in question is privately owned.</i> |

End of Meeting 21:39

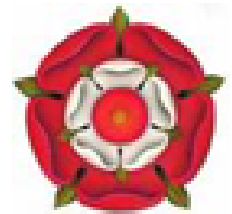
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 10th January 2024.**

Present:

CLlr Ed Green Chairman (Chair)
CLlr Rosemary Bury (Vice Chair)
CLlr Alex Hocking

CLlr Mariah Hocking
CLlr David Gwinn
CLlr Nigel Godbolt

CLlr Andrew Moodie

Three Members of the Public.

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: | | | | |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------|-----------------------------------------------|-----|
| 2024 01 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors were present.</i> | | | | |
| 2024 01 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> | | | | |
| 2024 01 03 | That the minutes of the meeting held on the 13th December 2023 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: Council approved the minutes and the Chair signed them.</i> AP: To bring to next meeting the minutes proof reading process. (Clerk) | | | | |
| 2024 01 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: Two residents informed Council that they were unhappy with Council's decision regarding the Cherry Hill lights. Chair thanked them for their comments.</i> AP: To provide the suppliers information to Chair. (Clerk) | | | | |
| 2024 01 05 | Finance: To receive financial and budget report as of 1st January 2024. <i>RESOLVED: Council were presented with the financial and budget report. The playground matting work has been completed and Council were advised that an invoice for £2,935.94 had been received which was reduced following a refund from the installer. Clerk to send an invoice to Parish Charities for their kind contribution.</i> AP: To add payment to February's Agenda. (Clerk) AP: To send invoice to Parish Charities. (Clerk) | | | | |
| 2024 01 06 | To present and approve the bank reconciliation as of 1st January 2024. <i>RESOLVED: Council were presented with the bank reconciliation for December. CLlr A Hocking approved and signed.</i> | | | | |
| 2024 01 07 | To approve payments: <table><tr><td><i>Clerk Salary (SO) - January 2024</i></td><td>£339.56</td></tr><tr><td><i>Clerk Home Working (SO) - January 2024</i></td><td>£18</td></tr></table> | <i>Clerk Salary (SO) - January 2024</i> | £339.56 | <i>Clerk Home Working (SO) - January 2024</i> | £18 |
| <i>Clerk Salary (SO) - January 2024</i> | £339.56 | | | | |
| <i>Clerk Home Working (SO) - January 2024</i> | £18 | | | | |

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| | <p><i>EON Highways Lighting - 0121582 £127.50 + £25.50 VAT</i> £153</p> <p>Payments made under prior approval: <i>Yu Energy (DD) (Invoice 01476679) £69.32 + £3.47 VAT</i> £72.79 <i>Yu Energy (DD) (Invoice 01479112) £13.79 + £0.69 VAT</i> £14.48</p> <p>To agree who will authorise the payments. RESOLVED: Council approved all payments. Council were advised that following the installation of new light units at Cherry Hill the monthly cost has been reduced by more than half. AP: To set up EON payment. (Clerk) AP: To authorise EON Payment. (EG&RB)</p> |
| 2024 01 08 | <p>To receive quotes for tree maintenance and approve contractor. (Clerk&RB) RESOLVED: Council were presented with the latest quotes for the tree maintenance tender with amended figures to include Faxton End playground trees. Council agreed on successful company. AP: To contact all companies to notify them of the outcome. (Clerk) AP: To contact the successful applicant. (Clerk)</p> |
| 2024 01 09 | <p>To agree budget precept for 2024/2025 Budget. (Clerk&EG) RESOLVED: The precept form was completed and signed by Chair and Clerk. The budget precept requested for 2024-2025 being £18,226.00. AP: To send completed precept form to West Northamptonshire Council (WNC). (Clerk)</p> |
| 2024 01 10 | <p>To approve a mandate to remove B Grant as signatory on the bank account. (Clerk) RESOLVED: The bank mandate form was completed. Council suggested that it would be beneficial for another Councillor to be added to the bank account, Cllr Moodie agreed to do this. AP: To send completed bank mandate form to bank. (Clerk) AP: To add Cllr Moodie to be approved as a signatory on the bank account to next months Agenda. (Clerk)</p> |
| 2024 01 11 | <p>To discuss the correspondence policy. (DG) Council discussed the current policy as to whether all correspondence received from residents should be sent to Councillors. The Clerk expressed her concerns that under data protection we are unable to share residents details without seeking their permission. AP: To bring further details to the next meeting. (Clerk)</p> |
| 2024 01 12 | <p>To consider what the council can do to conserve and enhance biodiversity in the area. (Clerk) Council discussed how they had adopted one of WNC's strategic goals to be 'Green and Clean' and were already undertaking some of the recommendations, such as planting trees and plants. AP: To create an action plan to indicate what Council is currently doing and its future plans to conserve and enhance biodiversity. (AH)</p> |
| 2024 01 13 | <p>To receive playground inspection report and an update on playground maintenance. (MH&NG) RESOLVED: Council received the inspection report and were given further information on the maintenance of the new matting for the swings. Council expressed their thanks to Cllr Godbolt for project managing the installation of the new matting.</p> |
| 2024 01 14 | <p>To receive an update on the D-Day memorial. (NG) Council received an update on the types of events that are being put on as part of the anniversary and discussed what event Council would like to be involved in. AP: To consult with Parish Charities on their plans. (DG) AP: To contact D-Day 80 Beacons to receive further information. (Clerk)</p> |
| | <p>Councillors Report:</p> <ul style="list-style-type: none"> ● Cllr M Hocking - offered to look at the documents section of the village website to clear any superfluous documents. ● Cllr Godbolt - gave his resignation from Council with affect* from the 14th of February meeting. |

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| | <p>Correspondence:</p> <ul style="list-style-type: none">• <i>The Clerk acknowledged that Council had received a response from a resident (as mentioned in item 4).</i>• <i>Council were advised that correspondence had been received from a resident who enquired if the lights dim at 10pm at Cherry Hill. The Clerk advised that she had replied to the resident to confirm this.</i> |
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End of Meeting 21:28

Signed.....

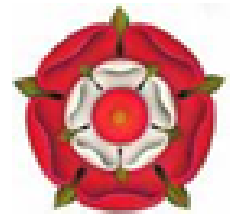
Date.....

***The word was approved by Council to be changed to ‘affect’ from ‘effect’ at the Parish Council Meeting held on the 14th February.**

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 14th February 2024.**

Present:

Cllr Ed Green Chairman (Chair)
Cllr Rosemary Bury (Vice Chair)
Cllr Alex Hocking

Cllr Mariah Hocking
Cllr David Gwinn
Cllr Nigel Godbolt

Cllr Andrew Moodie

Four Members of the Public.

Meeting Commenced: 19:30

| Year Month Item | The following business was transacted: | | | | |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------|------------------------------------------------|------------|
| 2024 02 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors were present.</i> | | | | |
| 2024 02 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> | | | | |
| 2024 02 03 | That the minutes of the meeting held on the 10th January 2024 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: The word 'affect' on page 26 in the Councillor Report section was agreed to be amended to 'effect' Council approved the minutes and the Chair signed them.</i> | | | | |
| 2024 02 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: A resident expressed that they would like to take on the role of Neighbourhood Watch Liaison. The Chair advised that any individual is welcome to do this. A resident advised that they had sent correspondence to Council on the day of the meeting and expressed that they would like Council to receive the messages. Two residents expressed their interest in being co-opted as Councillors.</i> | | | | |
| 2024 02 05 | Finance: To receive financial and budget report as of 1st February 2024. <i>RESOLVED: Council were presented with the financial and budget report.</i> | | | | |
| 2024 02 06 | To present and approve the bank reconciliation as of 1st February 2024. <i>RESOLVED: Council were presented with the bank reconciliation for January payments. Cllr Bury approved and signed.</i> | | | | |
| 2024 02 07 | To receive a request for a post-installation inspection on the swing matting in the playground. (Clerk) <i>RESOLVED: The Clerk advised that the supplier of the swing matting has confirmed that a post-installation inspection is not required and would not affect the guarantee of the product.</i> | | | | |
| 2024 02 08 | To approve payments: <table><tr><td><i>Clerk Salary (SO) - February 2024</i></td><td>£339.56</td></tr><tr><td><i>Clerk Home Working (SO) - February 2024</i></td><td>£18</td></tr></table> | <i>Clerk Salary (SO) - February 2024</i> | £339.56 | <i>Clerk Home Working (SO) - February 2024</i> | £18 |
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| | <p>Wicksteed Leisure Ltd - Swing Play Matting £2,348.75 + VAT £587.19 £2,935.94</p> <p>EON Installation of LED Units - £5,759.64 + VAT £1,151.93 £6,911.57</p> <p>Payments made under prior approval:</p> <p>Yu Energy (DD) (Invoice 01499478) £68.92 + £3.45 VAT £72.37 (Due 09/02)</p> <p>Yu Energy (DD) (Invoice 01499477) £14.02 + £0.70 VAT £14.72 (Due 09/02)</p> <p>To agree who will authorise the payments. RESOLVED: Council approved all payments. AP: To set up Wicksteed Leisure Ltd and EON payments. (Clerk) AP: To authorise Wicksteed Lesiure Ltd and EON Payment. (EG&RB)</p> |
| 2024 02 09 | <p>To discuss and approve the Parish Council website hosting. (Clerk) RESOLVED: The Clerk updated Council on the latest information in regard to the website hosting. Council agreed to stay with current provider but to look at other options later in the year.</p> |
| 2024 02 10 | <p>To discuss the presentation of the Minutes. (Clerk) RESOLVED: Councillors requested receipt of the draft minutes prior to publication to proof-read the document for any spelling or grammatical errors.</p> |
| 2024 02 11 | <p>To approve Cllr Moodie to be added as a user on the Parish Council bank account. (Clerk) RESOLVED: Council approved Cllr Moodie to be added as a signatory for the bank account and a bank mandate form was signed by three Councillors to action this. AP: To post the bank mandate form to the bank. (Clerk)</p> |
| 2024 02 12 | <p>To approve Cllr Moodie to undertake NCALC training "Off To A Flying Start". (Clerk) RESOLVED: Council approved for Cllr Moodie to take part in the training. AP: To send Cllr Moodie the dates of upcoming training sessions. (Clerk)</p> |
| 2024 02 13 | <p>To discuss and agree the criteria for disseminating correspondence to the council. RESOLVED: Correspondence received from residents is to be redacted prior to content being forwarded to Councillors for information. Any communication sent direct to Councillors are to be sent to the Clerk for a response. A proposal for a three month trial was presented to Council. A recorded vote was requested for this item: Councillors in approval of proposal: Cllr Green, Cllr A Hocking, Cllr M Hocking, Cllr Gwinn, Cllr Godbolt and Cllr Moodie. Councillors not in approval: Cllr Bury.</p> |
| 2024 02 14 | <p>To receive quotes for and approve Payroll services. (Clerk) The Clerk advised that it was a requirement that she receives backdated documents to send to HMRC and presented a quotation for professional assistance in dealing with this on behalf of Council. Council did not approve the Clerk's request but requested further quotations. The Clerk also suggested that a payroll service would be advisable for the future. Council requested quotes for this service. AP: To present to Council further quotes at the next meeting. (Clerk)</p> |
| 2024 02 15 | <p>To approve the date for the Annual Parish Meeting. (Clerk) RESOLVED: Council discussed potential dates in April for the Annual Parish Meeting. AP: To check with Parish Charities if the Community Centre is available on the potential dates. (Clerk) AP: To prepare invitations to be delivered to all residents and village societies. (Clerk)</p> |

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| | <p><i>Councillors Report:</i></p> <ul style="list-style-type: none"> ● <i>Cllr Bury advised that she had sent Councillors a summary of the West Northamptonshire Council (WNC) Planning Briefing meeting which she had attended.</i> ● <i>Cllr Bury advised that she attended a Tree Strategy meeting with WNC and confirmed that WNC is in favour of as much tree and shrub planting as possible.</i> ● <i>Cllr Gwinn advised that there had been car crime recently in the village. Community Police have confirmed that they will increase their night patrols around the village.</i> ● <i>Cllr M Hocking spoke about the playground inspection. It was confirmed that the dead tree was removed by Council's tree contractor.</i> ● <i>Cllr M Hocking gave an update on her investigation into superfluous documents on the website.</i> ● <i>Cllr Gwinn thanked Cllr Godbolt for his year on the Parish Council.</i> |
| | <p><i>Correspondence:</i></p> |

End of Meeting 21:14

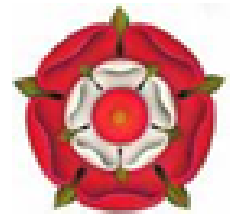
Signed.....

Date.....

Old Parish Council

12 Charles Close
Old
NN6 9RQ

Email: oldparishcouncil@gmail.com
Website: <http://www.villageofold.org>



MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 13th March 2024.**

Present:

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|---------------------------------|---------------------|
| Cllr Ed Green (Chair) | Cllr Mariah Hocking |
| Cllr Rosemary Bury (Vice Chair) | Cllr Alex Hocking |
| Cllr David Gwinn | Cllr Andrew Moodie |

Three Members of the public.

Meeting Commenced: 19:31

| Year Month Item | The following business was transacted: |
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| 2024 03 01 | To receive and approve apologies for absence. <i>RESOLVED: All Councillors were present.</i> |
| 2024 03 02 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Members should disclose any interests in the business to be discussed and 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>RESOLVED: There were no declarations of disclosable pecuniary interest.</i> |
| 2024 03 03 | That the minutes of the meeting held on the 14th of February 2024 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: Council approved the minutes and the Chair signed them.</i> |
| 2024 03 04 | Public participation session. Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. <i>RESOLVED: No public participation.</i> |
| | A request was made for item 2024 03 21 to be moved to this point of the meeting. Council approved for this request. |
| 2024 03 21 | To co-opt new Councillor. (Clerk) <i>RESOLVED: Lynn Pilley was co-opted as a Councillor and signed her Declaration of Acceptance of Office.</i> |
| 2024 03 05 | Finance: To receive financial and budget report as of 1st March 2024. <i>RESOLVED: Council were presented with the financial and budget report. The Clerk advised that there will be a substantial amount of money to be reclaimed as part of the VAT reclaim for this financial year.</i> |
| 2024 03 06 | To present and approve the bank reconciliation as of 1st March 2024. <i>RESOLVED: Council were presented with the bank reconciliation for February payments. Cllr A Hocking approved and signed.</i> |
| 2024 03 07 | To approve payments: Clerk Salary (SO) - March 2024 £339.56 Clerk Home Working (SO) - March 2024 £18 |

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| | <p>Clerk Stationery - £8.49</p> <p>The Handy Log Man - Tree Maintenance £1,740 + £348 VAT £2,088</p> <p>Payments made under prior approval: YU Energy (DD) (Invoice 01554634) £12.93 + £0.65 VAT £13.58 (Due 09/03)</p> <p>To agree who will authorise the payments. <i>RESOLVED: Council approved all payments. The Clerk advised that an additional invoice had been received from YU Energy for the Cherry Hill Lighting. An amount of £63.58 has been refunded to the Parish Council due to the reduction in costs of the new light units.</i> AP: To set up The Handy Log Man payment. (Clerk) AP: To set up Clerk Stationery payment and authorise The Handy Log Man payment. (EG) AP: To authorise Clerk Stationery and The Handy Log Man Payments. (RB)</p> |
| 2024 03 08 | <p>To discuss the renewal of the Northamptonshire ACRE (Action with Communities in Rural England) yearly membership. (Clerk) <i>RESOLVED: Council approved the renewal, due 1st April 2024.</i> AP: To set up the payment. (Clerk) AP: To authorise payment. (EG&RB)</p> |
| 2024 03 09 | <p>To discuss an application for grants available from NACRE ie. a mobile signal booster. (AM) <i>Council agreed that it would be worthwhile looking into potential grants for a mobile signal booster. Cllr Moodie volunteered to look further in to this subject.</i> AP: To research the grant process and information on a mobile signal booster. (AM)</p> |
| 2024 03 10 | <p>To agree the organisation of the Annual Parish Meeting. (Clerk) <i>RESOLVED: Council agreed that tea, coffee and biscuits would be provided for the Annual Parish Meeting to be held on the 15th of April.</i> AP: To send invitation to local organisations, West Northamptonshire Council Councillors and local Police Community Support Officers. (Clerk) AP: To print and arrange delivery of invitation to residents. (Clerk, RB, DG &AM) AP: To promote the meeting on social media. (AH)</p> |
| 2024 03 11 | <p>Tree maintenance update and proposal to replant. (RB) <i>RESOLVED: Council was advised that the tree maintenance was completed on the 15th of February. A proposal was received to purchase two trees from the Queen's Green Canopy Jubilee Tree budget to replace some of the lost trees. Council approved the planting of two trees at Cherry Hill. One to be planted by a resident who responded to the Council consultation sent to all residents regarding tree planting, asking residents to let Council know if they were willing to plant a tree in their garden (resident to be responsible for the tree). The second tree to be planted on Cherry Hill green.</i> AP: To purchase two trees and arrange the planting. (RB)</p> |
| 2024 03 12 | <p>To receive a defibrillator update and agree purchase of new childrens' pads. (RB) <i>RESOLVED: Council was advised that the childrens' pads in the defibrillator will expire soon. Council received three quotes for the pads and approved the purchase.</i> AP: To arrange for the purchase of the pads. (RB)</p> |
| 2024 03 13 | <p>To receive a proposal and agreement for maintenance work on the Cherry Hill Parish Council notice board. (RB) <i>RESOLVED: A proposal was received for cleaning and maintenance work to be completed on the Cherry Hill Parish Council notice board. Council approved this proposal.</i> AP: To complete cleaning and maintenance work on the notice board. (RB)</p> |
| 2024 03 14 | <p>To receive an update on the D-Day Celebration plans. <i>Council were advised that a resident had offered to continue working on the D-Day Celebration plans.</i> AP: To contact the resident to discuss the proposed plans and report to Council. (Clerk)</p> |
| 2024 03 15 | <p>To receive the playground inspection. (MH) <i>RESOLVED: The playground inspection was received. The Clerk advised that the work on the fence is scheduled to take place this month. Council agreed to form a working party to clean the toddler swings.</i></p> |

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| | AP: To maintain the toddler swings. (MH&LP) |
| 2024 03 16 | To give consideration to the following Planning Application: 2024/1193/FULL Insert 2 No conservation skylights in an existing barn roof Dial House Faxton End Old NN6 9RF <i>RESOLVED: Council agreed that they did not have an objection to the application.</i> AP: To notify Planning at West Northamptonshire Council (WNC) of the decision. (Clerk) |
| 2024 03 17 | To give consideration to the following Planning Application: 2024/1194/LBC Listed building consent to insert 2 No conservation skylights in an existing barn roof Dial House Faxton End Old NN6 9RF <i>RESOLVED: Council agreed that they did not have an objection to the application.</i> AP: To notify Planning at WNC of the decision. (Clerk) |
| 2024 03 18 | To receive further quotes, as requested, to approve Payroll services. (Clerk) <i>RESOLVED: The Clerk presented to Council three quotes for payroll services. Council approved for one of the companies to complete the work (backdating previous payroll and to complete future monthly payroll).</i> AP: To contact the agreed payroll service to inform them of the decision. (Clerk) |
| 2024 03 19 | To discuss the Planning Brief from West Northamptonshire Council and complete questionnaire. (RB&Clerk) <i>RESOLVED: Council reviewed and completed the questionnaire.</i> AP: To send the questionnaire to WNC. |
| 2024 03 20 | To review and approve the following policies/procedures: (Clerk) <ul style="list-style-type: none"> ● Risk Assessment <i>Council approved a draft version started by a working party. The Clerk advised that as she had not reviewed this version, she was unable to support this decision.</i> ● Audit Plan <i>RESOLVED: Council approved an updated policy with amended audit dates.</i> ● Standing Orders <i>RESOLVED: Council approved an updated policy to change the pronouns.</i> ● Code of Conduct <i>RESOLVED: Council approved the policy.</i> AP: To update the website with the approved policies. (Clerk) |
| | <i>Councillors Report:</i> <ul style="list-style-type: none"> ● <i>A query was made as to whether Council is responsible for any public footpaths. Council confirmed that it was not responsible for any public footpaths but to contact the Footpath Warden on any issues.</i> ● <i>It was confirmed that the Pitsford Water Trail Race was completed earlier in the month with some of the route taking place in Old.</i> |
| | <i>Correspondence:</i> <ul style="list-style-type: none"> ● <i>Two residents commented, querying the street light dimming.</i> ● <i>A resident questioning Council's Correspondence Policy.</i> ● <i>A resident complimenting the Tree Maintenance work.</i> ● <i>Communication regarding a proposed solar installation to be made in the local area. AP: To send communication to Councillors and add to Agenda for next meeting.</i> |

End of Meeting 21:31

Signed.....

Date.....