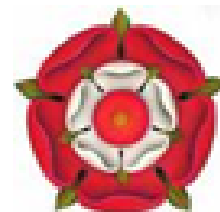


Old Parish Council

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MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 12th June 2024**.

Present:

Cllr Colin Smart (Chair)
Cllr Alex Hocking (Vice Chair)
Cllr Rosemary Bury

Cllr Ed Green
Cllr Mariah Hocking
Cllr Andrew Moodie

Cllr Lynn Pilley

Two members of the public present.

Meeting Commenced: 19:30

Year Month Item	The following business was transacted:
2024 06 01	To receive and approve apologies for absence. <i>Cllr Gwinn was not present.</i>
2024 06 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 06 03	That the minutes of the meeting held on the 8th May 2024 be approved by Council and signed by Chairman as a true and correct record. <i>RESOLVED: Council received a proposal for item 2024 05 12 to include further information (included at the bottom of the Minutes). Council approved this and the Chair signed the Minutes.</i>
2024 06 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>
	Council approved for item 2024 06 11 to be moved to this point in the meeting.
2024 06 11	To receive a proposal on how Council can work effectively with neighbourhood watch and the local police. (AM) <i>Andrew Crisp, Chairman of the Northamptonshire Neighbourhood Watch Association (NWA) and Peter Drabble, local NWA, spoke to Council regarding the benefits of Neighbourhood Watch in the community and how a Police Liaison Representative (PLR) can work with NWA. It was presented to Council that the benefits of a PLR were twofold:</i> 1) <i>To create an effective conduit between NWA/Council/Police.</i> 2) <i>To work with Police on various initiatives. Three examples of this were presented: knowledge of cycle events in the village to ensure these didn't clash with village events, parking issues (especially around the village centre) and liaison with general minor crime issues for the benefit of the community.</i> <i>It was agreed that as PLR, Cllr Moodie would work with NWA to help provide this and would commence with a meeting with the various groups to explore possibilities.</i> AP: To liaise with NWA to organise meetings. (AM)

2024 06 05	Finance: To receive financial and budget report as of 1st June 2024 <i>RESOLVED: Council were presented with the financial and budget report. The Clerk advised that the balance of the bank account as of 31st May 2024 was £18,070.20.</i>												
2024 06 06	To present and approve the bank reconciliation as of 1st June 2024. <i>RESOLVED: Council were presented with the bank reconciliation for May payments. Cllr M Hocking approved and signed.</i>												
2024 06 07	To approve payments: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Clerk Salary (SO) - June 2024</td> <td style="text-align: right;">£345.28</td> </tr> <tr> <td>Clerk Home Working (SO) - June 2024</td> <td style="text-align: right;">£26</td> </tr> <tr> <td>Grass Cutting - T J Whittaker - Invoice 1668 (May)</td> <td style="text-align: right;">£240</td> </tr> <tr> <td>Grass Cutting - T J Whittaker - Invoice 1703 (June)</td> <td style="text-align: right;">£240</td> </tr> <tr> <td>Fence Repair Work - T J Whittaker - Invoice 1667</td> <td style="text-align: right;">£186.94</td> </tr> <tr> <td>EON Light Maintenance - £9.00 + £1.80 VAT</td> <td style="text-align: right;">£10.80</td> </tr> </table> <p>Received after Agenda was published and Payments made under prior approval: Yu Energy (DD) (Invoice 01732584) £52.89 + £2.64 VAT £55.53 (Due 8/6/24) Yu Energy (DD) (Invoice 01732583) £13.38 + £0.67 VAT £14.05 (Due 8/6/24)</p> <p>To agree who will authorise the payments. <i>RESOLVED: Council approved all payments.</i> AP: To set up Grass Cutting, Fence Repair Work and EON Payments. (Clerk) AP: To authorise Grass Cutting, Fence Repair Work and EON Payments. (EG&RB)</p>	Clerk Salary (SO) - June 2024	£345.28	Clerk Home Working (SO) - June 2024	£26	Grass Cutting - T J Whittaker - Invoice 1668 (May)	£240	Grass Cutting - T J Whittaker - Invoice 1703 (June)	£240	Fence Repair Work - T J Whittaker - Invoice 1667	£186.94	EON Light Maintenance - £9.00 + £1.80 VAT	£10.80
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2024 06 08	To approve Clerk's Holiday Requests. (Clerk) <i>RESOLVED: Council approved the holiday request and agreed that Cllr Smart will cover during these periods.</i>												
2024 06 09	To receive an update on the Cherry Hill lighting. (AH) Council were advised by Cllr A Hocking that he had been unable to speak to EON. Council agreed to write to EON with Councils queries regarding the light levels. AP: To send previous correspondence between EON and Council to Cllr Smart. (Clerk) AP: To write a letter to EON. (CS&AH)												
2024 06 10	To receive an update on the Green Hill Solar Farm, following attendance of a meeting. (MH&LP) Council were advised that residents would be receiving postal communication from the Green Hill company and campaigners against the solar farm. Council agreed to consult residents on their views on the solar farm. AP: To present to Council recommendations on how to communicate with residents regarding the proposed project. (All)												
2024 06 12	To discuss the website contract and receive a proposal to create a new website. (AH) Council received a proposal to investigate other website options. Council approved this proposal and asked for at least three quotes and a comparison to be presented to Council. AP: To provide Council with at least three detailed quotations and a comparison together for next meeting. (AH)												
2024 06 13	To review and approve the Asset Register. Council were advised that a further look at the document is required. AP: To send an excel version of the Asset Register to Cllr Smart. (Clerk) AP: To review the Asset Register at September's Meeting. (CS)												
2024 06 14	To review confirmation of arrangements for insurance cover in respect of all insurable risks. <i>RESOLVED: Clerk confirmed receipt of insurance documents which cover all insurable risks. renewal documents. Council were informed that the policy is due for renewal in July as the final year in a 3 year contract.</i> AP: To update contact address for the insurance policy. (Clerk)												

2024 06 15	To review and approve the Council's subscriptions. <i>RESOLVED: Council approved the subscriptions.</i>
2024 06 16	To receive the playground inspection report. (MH) <i>RESOLVED: Council received the inspection report. Council were informed that the junior swings were covered in bird droppings and had been cleaned. Branches on the Cherry Tree were agreed to be cut. Council were also advised that there are two bits of seating that are coming loose but that tightening bolts may resolve this.</i> AP: To look at the Cherry Tree overlooking the junior swings. (CS&EG)
2024 06 17	To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting. <i>RESOLVED: Council confirmed that meetings will take place at 19:30 on the second Wednesday of every month, bar August and will be held at the Community Centre.</i>
2024 06 18	To review the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation. <i>Council confirmed that they had policies and procedures for the freedom of information. Council were advised that there had been an update to the data protection legislation policies and procedures that Council needed to review.</i> AP: To send the GPRD documents to the Councillors and the Clerk. (AH) AP: To review the GDPR documents at the next meeting.
	Council approved for item 2024 06 20 to be moved to this point in the meeting.
2024 06 20	To review and approve the following policies/procedures: (Clerk) <ul style="list-style-type: none"> ● Financial Regulations - <i>Council approved.</i> ● Standing Orders - <i>Council approved.</i> ● Press and Media Policy - <i>Council approved for the timescale for responses from the Clerk to be amended to five working days. Further amendments, ie. updating the terminology were approved.</i> AP: To send Clerk the terminology updates. (MH)
2024 06 19	To receive proposals for the grass cutting. (ALL) <i>Council discussed what the Council's responsibility was regarding the grass cutting of the parish green spaces and verges within the village and Cherry Hill boundaries. Council asked for clarification on West Northamptonshire Council's (WNC) mowing grant.</i> AP: To send the current mowing grant specification to Cllr Pilley. (Clerk) AP: To obtain information on WNC's mowing grant. (Clerk) AP: To add the item to the next meeting Agenda. (Clerk)
	Councillors' Report: <ul style="list-style-type: none"> ● Cllr Pilley reported that she had met with the resident who had corresponded regarding issues around the village and they had walked around the village together. The resident expressed their wish for there be a speed limit of 20mph on Faxton End. Cllr Pilley advised that she is going to see if she can get the WNC 20mph advisory signs. ● Cllr Bury advised that there had been some garden waste deposited at the inner green at Cherry Hill. AP: To add an item to the next agenda to approve a sign to be displayed regarding no dumping of garden waste. (Clerk) ● Cllr Moodie reported that he is waiting on WNC to give advice regarding the mobile signal booster. ● Cllr Moodie stated that he had ascertained that the telephone box in the village is no longer functional. AP: To determine who owns the telephone box. (Clerk) ● Cllr A Hocking advised that during the Big Help Out the steps to the cricket field were repaired and advised that work on the stream will be needed. AP: To send Risk Assessment to all Councillors. (Clerk) AP: To add an item to next months Agenda for a proposed September date for another volunteer day. (Clerk)
	Highways Report: <ul style="list-style-type: none"> ● Council were advised that a walk around the village with Highways representatives is taking place on the 21st of June.

Correspondence:

- Safety of Lithium ion Batteries and e-bikes and scooters. - *Council agreed to forward this communication to Peter Drabble. AP: To send communication. (Clerk)*

End of Meeting 21:30

Amendments approved by Council to the May 2024 Minutes:

The Clerk advised that EON had given a quote for a site visit of £175 + VAT which would be payable if lights were found to be in Specification and dimming properly.

The council was informed that the Cherry Hill lights should be at 10 lx as per the national guidelines in EN 13201:2015. Dimming to 60% after 10pm.

The Council was advised by Councillor Smart and Peter Patton that the Lux levels at the lights were 25lx at 11pm.

The council agreed that the Cherry Hill lights should be at 10 lx as per the national guidelines in EN 13201:2015.

Dimming to 60% after 10pm.

The Council Nominated a Sub committee (Cllr A Hocking, Cllr Smart, Cllr Pilley & Peter Drabble) to Liaise with EON directly to get this done. The Sub committee was requested to

A) Confirm the Specification Ordered by the Council to confirm it was 10Lx & dimming to 60%

B) Have EON supplier Check and rectify if needed.

Council authorised to spend the £175 +VAT if that was what was needed to get EON Supplier attendance.

The Subcommittee to Consult with Cherry Hill residents throughout.

AP: Clerk to pass EON contact details to Subcommittee chair. (Clerk)

AP: Clerk to pass Order and Spec to Subcommittee chair. (Clerk)

AP: Subcommittee to liaise with EON to confirm Spec, have lights tested and reset. (AH)

Signed.....

Date.....