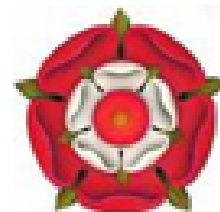


# Old Parish Council

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## MINUTES

Minutes of the meeting of Old Parish Council held on **Wednesday 7th August 2024.**

Present:

Cllr Colin Smart (Chair)  
Cllr Rosemary Bury  
Cllr Ed Green

Cllr Mariah Hocking  
Cllr Alex Hocking  
Cllr Andrew Moodie

Cllr Lynn Pilley

Meeting Commenced: 19:30

Year Month Item	The following business was transacted:
2024 08 01	To receive and approve apologies for absence. <i>RESOLVED: Cllr Gwinn sent his apologies.</i>
2024 08 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 08 03	That the minutes of the meeting held on the 10th July 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 08 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>
2024 08 05	To receive the Clerk's report. <i>RESOLVED: The Clerk presented a report which highlighted the action points which were outstanding from the previous meeting.</i> <i>Cllr Moodie advised that as part of his Police Liason Role, he intends to have a meeting in September with a Police representative and Neighbourhood Watch, to identify the needs of the village. Cllr Moodie also expressed that he would like to set up a meeting with residents to help with internet issues, in particular online security.</i> <i>Cllr Bury advised that the sign for the inner green in Cherry Hill has been made and will be put up in due course.</i>
2024 08 06	Finance: To receive financial and budget report as of 1st August 2024. <i>RESOLVED: Council were presented with the financial and budget report. The Clerk advised that with the current predictions for the Local Government Pay Award for 2024/2025, the Clerk's Salary is likely to go over budget by £50.54.</i> <i>A Financial Reserve Policy was discussed and it was agreed for the Clerk to look in to this.</i> <b>AP: To research a Financial Reserve Policy. (Clerk)</b>
2024 08 07	To present and approve the bank reconciliation as of 1st August 2024. <i>RESOLVED: Council were presented with the bank reconciliation for July payments. Cllr M Hocking approved and signed.</i>

2024 08 08	<p>To approve Cllr Smart to attend <i>Chairperson and Leadership Course and Lunchtime Lowdown (Casual Vacancies and Co-Options)</i>.  <b>RESOLVED:</b> Council approved the training sessions.</p>												
2024 08 09	<p>To approve payments:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Clerk Salary (SO) - August 2024</td> <td style="text-align: right;">£345.28</td> </tr> <tr> <td>Clerk Home Working (SO) - August 2024</td> <td style="text-align: right;">£26</td> </tr> <tr> <td>NCALC Training - £20 + VAT £4</td> <td style="text-align: right;">£24</td> </tr> <tr> <td>Grass Cutting - T J Whittaker - Invoice 1763</td> <td style="text-align: right;">£240</td> </tr> <tr> <td>RoSPA Inspection - Invoice 81035 - £78.00 + £15.60 VAT</td> <td style="text-align: right;">£93.60</td> </tr> </table> <p>Payment authorised by Clerk and Chair between meetings:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">EON - Highway Maintenance - Invoice 0124442 - £68 + £13.60 VAT</td> <td style="text-align: right;">£81.60</td> </tr> </table> <p>To agree who will authorise the payments.  <b>RESOLVED:</b> Council was informed that the eON payment was approved by the Clerk and Chair outside of the meeting (as per Financial Regulations) as the payment was overdue. Council approved all payments.  <b>AP: To set up NCALC Training, Grass Cutting and RoSPA Inspection payments. (Clerk)</b>  <b>AP: To authorise NCALC Training, Grass Cutting and RoSPA Inspection payments. (RB&amp;EG)</b></p>	Clerk Salary (SO) - August 2024	£345.28	Clerk Home Working (SO) - August 2024	£26	NCALC Training - £20 + VAT £4	£24	Grass Cutting - T J Whittaker - Invoice 1763	£240	RoSPA Inspection - Invoice 81035 - £78.00 + £15.60 VAT	£93.60	EON - Highway Maintenance - Invoice 0124442 - £68 + £13.60 VAT	£81.60
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2024 08 10	<p>To agree and approve the website. <b>(AH)</b>  <b>RESOLVED:</b> Council discussed the different hosting options that had been compared and presented. It was confirmed to Council that the hosting providers included would have secure servers, provide necessary security updates and conform to the government essentials.  Council were advised that a template would be helpful to set up the website pages quickly.  Council agreed that having emails provided with the website would aid in having access to Council emails once Councillors retire.  Council approved to use the provider Cloud Next and to purchase the domain name:  Oldparishcouncil.uk.  Council also approved the following payments: Hosting: £9.99 per month (set up as a Direct Debit), Domain Name: £7.99 a year, Template for website: Up to £100.  Council agreed for a subcommittee to be formed for the creation of the website (Cllr Smart, Cllr Moodie, Cllr A Hocking and Clerk).  <b>AP: To cancel the current hosting provider renewal with effect from on the 1st of December. (Clerk)</b>  <b>AP: To purchase the website and hosting name (Cloud Next). To purchase a template for the website. (AH&amp;Clerk)</b></p>												
2024 08 11	<p>To receive the RoSPA report.  Council received the RoSPA report. It was noted that only two items were flagged: the strimmer damage to some of the wood and the gap in the gate. Council were informed that the gate has been looked at and adjusted. Council are awaiting confirmation that all of the gaps (including hinges) are now in accordance with the RoSPA guidance.  <b>AP: To check the gap between the hinges and report back to Council. (CS)</b></p>												
2024 08 12	<p>To discuss the Green Hill Solar Farm Scoping Document.  <b>RESOLVED:</b> Council considered the Scoping Document. The Clerk advised that NCALC had recommended to not reply at this stage. Council agreed that they did not have any further items to add to the scoping document but that the viewing points included in the document would be looked at further.  <b>AP: To notify the Planning Electorate that Council has no comments to make with regard to the Scoping Document at this stage. (Clerk)</b></p>												
2024 08 13	<p>To receive the draft flyer for residents regarding the Green Hill Solar Farm. <b>(LP)</b>  Council reviewed the proposed draft consultation flyer to residents and suggested that amendments should be made and included to show neutrality at all times.</p>												

	<p><b>AP: To produce a second draft flyer and send to all Councillors for review. (CS)</b>  <b>AP: To enquire with Parish Charities about the use of their community postal box. (LP)</b></p>
2024 08 14	<p>To receive ideas for projects to be completed at the Village 'Tidy Up' on Sunday 15th September.  <i>RESOLVED: Council agreed a new date of Sunday the 22nd of September and to meet at 10:30. Council suggested projects to be focused on during the 'Tidy Up'.</i>  <b>AP: To compile a list of projects to be presented at the next meeting. (CS)</b></p>
2024 08 15	<p>To complete a bank mandate form to change the address on Council's bank account. <b>(Clerk)</b>  <i>RESOLVED: The form was signed by three Councillors authorising the change of address to the Clerk's.</i>  <b>AP: To post the form to the bank. (Clerk)</b></p>
2024 08 16	<p>To approve Clerk and a Councillor to attend the training session: <i>Navigating Confidential Agenda Items.</i>  <i>RESOLVED: Council approved for the Clerk, Cllr Smart and Cllr Bury to attend the training session.</i>  <b>AP: To book the training session. (Clerk)</b></p>
	<p>Councillors' Report:</p> <ul style="list-style-type: none"> <li>● <i>Cllr Moodie advised that he had been in touch with Kettering Cycle Club regarding events that go through the village. Kettering Cycle Club advised that they inform the Police of large events but this is not communicated to the village. Cllr Moodie reported that he has had a meeting with Peter Drabble (Neighbourhood Watch representative) and is in contact with the local Police Officer.</i></li> <li>● <i>Cllr Moodie reported that an engineer had recently been working on the village phone box.</i></li> <li>● <i>Cllr Moodie asked the Clerk regarding any response from WNC regarding a mobile phone booster. The Clerk advised that WNC had not been in touch and had not received any recommendations from local Clerks. Cllr Smart advised that he had received communication about getting a better signal and he would chase this up and advise Council.</i></li> <li>● <i>Cllr M Hocking advised that the playground report had been sent to all Councillors and expressed her thanks to Councillors who had done some maintenance. Cllr M Hocking reported that there is a small section of the fence that is loose. It was suggested that wood preserver could be applied to seating/picnic bench and trim trail during the September 'Tidy up'. One wooden log on the trim trail was loose and would be attended to.</i></li> </ul>
	<p>Highways Report:  Report received by Cllr Pilley</p> <ul style="list-style-type: none"> <li>● <i>Council were advised that most Highways issues have been resolved. Some items which are outstanding are larger projects, such as the replacement of the Highways village sign.</i></li> <li>● <i>It was reported that Council is currently waiting for the arborist from Highways to look at the Jubilee Tree.</i></li> <li>● <i>Council were informed that Highways were investigating installing an an extra drain at Hawthorn Field, to prevent the contiunal flooding when raining.</i></li> </ul>
	<p>Correspondence:</p> <ul style="list-style-type: none"> <li>● <i>Correspondence from resident requesting update on Cherry Hill lighting. - The two items of correspondence were discussed by Council. Council shared their frustration that a response from eON had not been received and that this should be communicated to eON. It was confirmed that a strategy had been put in place to ensure that a response was received as a matter of urgency.</i></li> </ul>

**End of Meeting 21:09**

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