

CRICK PARISH COUNCIL

MINUTES OF ORDINARY PARISH COUNCIL MEETING

On Monday 15 July 2019 at 7.30pm

The Old School, Church Street, Crick, Northamptonshire, NN6 7ST

Tel: 01788 823040 Email: clerk@crickparishcouncil.org.uk

Present:

Chairman: Cllr. Jamieson

Councillors: Cllr Jones, Cllr Hughes, Cllr Tolfts, Cllr Udale, Cllr Goodger, Cllr Lowe, Cllr Cooper, Cllr Parsons

Clerk: Josie Flavell

Public: 7 Members of Public

MINUTES	Action
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19/317	APOLOGIES
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Cllr Miller (prior engagement), Cllr Harding (prior engagement).

Accepted

The Chairman closed this session of the meeting to allow the public to speak.

PUBLIC PARTICIPATION (OPEN MEETING)	
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19/318	<p>a) The PCSOs were unable to attend the meeting but their monthly report can be accessed via the Parish Council website using the following link: https://www.crickparish.org.uk/uploads/pcso-report-crick-and-dirft-june-2019.pdf</p> <p>b) District Councillor Lomax circulated her report prior to the meeting which can be accessed via the Parish Council website using the following link: https://www.crickparish.org.uk/uploads/district-cllr-lomax-report-june-2019.pdf However, Cllr Lomax did also report on the following:</p> <ul style="list-style-type: none">• High Leys Planning Case – Cllr Lomax will liaise with the Planning Department concerning this planning case, as it seems to have been forgotten.• Cracks Hill Asset Transfer - Cllr Lomax reported there will be a meeting on Friday concerning Cracks Hill and confirmed she will be supporting the Parish Council's bid to adopt this open space. <p>c) County Councillor Longley could not attend but reported prior to the meeting that Northamptonshire County Council are still in debt but are improving and are operating with a surplus of £4M.</p> <p>Parishioner Issues /Views</p> <p>d) A member of the public reported that they wanted to discuss the proposed move of the grit and dog waste bins on Lauds Road (agenda item 19/351). They believed that the bins should stay where they are due to ease of access, the pavement ends where the bins currently sit, and because the triangular piece of POS is used regularly by local groups.</p> <p>The reasons why the proposal had been made were explained. It was made clear that the proposal was for the dog waste bin to be moved to the grass verge between 8 The Marsh and 1 Marsh Close, due to it being beside a footpath and the grit bin was to be moved to the middle of the perennials on the triangular POS to help screen it.</p> <p>Two other members of the public stated that the triangular POS is an attractive focal point and that moving the grit bin onto it would spoil it. It is much easier and effective to use the grit bin where it currently sits as it is close to the road that becomes icy. They agreed that the dog bin would sit better over the road on the grass verge and that this would be safer for all users. All agreed that they grit bin should remain where it is and that only the dog waste bin should be moved as suggested in the proposal at 19/351.</p>
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The Chairman re-opened the meeting as a closed session for council participation only.

19/319	DECLARATION OF INTERESTS
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- a) There was one declaration made by Cllr Lowe against Agenda Item 19/340, due his being an a member of the Crick Allotments Association. Council RESOLVED that Cllr Lowe could remain in the room and vote on the resolution.
- b) There were no Dispensations or written requests for dispensation of DPI to consider.

19/320	MINUTES	
Council RESOLVED to the Chairman approving and authorising the Ordinary Minutes of the 17 June 2019, as a true and accurate record. Proposed by Cllr Goodger and seconded by Cllr Jones.		
19/351	<p><u>Relocation of Grit Bin and Dog Waste Bin – Lauds Road/The Marsh</u></p> <p>Pursuant to Standing Order 1.0(a), Council RESOLVED to move motion 19/351 to earlier in the meeting.</p> <p>a) Council RESOLVED to not relocate the grit bin to the triangular piece of POS on Lauds Road junction, as practically it is better and more easily accessed where it currently sits.</p> <p>b) Council RESOLVED to relocate the dog waste bin to the grass verge between 8 The Marsh and 1 Marsh Close. The Clerk is to notify the members of public who requested this change and liaise with NCC Highways and DDC Norse concerning the move of the dog waste bin.</p>	JF
ITEMS FROM PREVIOUS MINUTES		
19/321	<p><u>A428 Canal Bridge (Min Ref. 19/285)</u></p> <p>Due to the Canal and River Trust's (CRT) demands concerning planning, design and costs, a meeting had been held with members of CRT, NCC, DDC and the Parish Council. It has now been agreed that the CRT's concerns about planning permission will be allayed if a Lawful Development Certificate is issued by the Local Planning Authority (LPA). The commercial consideration to be paid to the CRT was reduced and agreed. It is hoped that work will commence in October with a completion date in November.</p>	-
19/322	<p><u>Somme Memorial (Min Ref. 19/286)</u></p> <p>The metal fence is currently being created and should be installed imminently.</p> <p>A new village volunteer (ex-forces) is helping to clear the site, ready for weeding and planting.</p>	-
19/333	<p><u>Good Neighbour Scheme (Min Ref. 19/287)</u></p> <p>Due to Cllr Harding's absence, this item was deferred to the next meeting.</p>	JF
19/334	<p><u>Crick News (Min Ref 19/288)</u></p> <p>a) Crick News has a new Editor who is currently putting together the new edition with a view to having it ready for delivery to all homes in early August.</p> <p>b) Council RESOLVED to ratify the decision to employ James Stevens as the new Editor for Crick News but to only pay the honorarium after the next edition has been completed and delivered.</p> <p>Proposed by Cllr Lowe and seconded by Cllr Udale.</p>	-
19/335	<p><u>Playing Field Car Park (Min Ref. 19/289)</u></p> <p>The Planning Application has been approved and Travis Perkins want the lease to be signed next week. They will also be supplying electricity for the new car park.</p>	-
19/337	<p><u>Main Road Ditch (Min Ref. 19/297)</u></p> <p>All 3 ditches have now been cleared are working well with no signs of flooding. Photographs have been submitted to the NCC Pathfinder Project team to complete the project. The contractor advised that this maintenance work should be completed every 2-3 years to ensure the ditches continue to work properly and also advised the areas be weed treated regularly too. Council agreed to keep monitoring these areas and look into weed killing these areas. The operation of the culvert taking the water away to the by-pass would also be monitored.</p>	-
19/338	<p><u>Village Welcome Sign (Min Ref. 19/298)</u></p> <p>Council RESOLVED to purchase another village welcome sign for the Post Office end of Main Road, at a cost of £1,500.00. Cllr Lowe is to confirm the exact location for this sign and report back to the Clerk. The Clerk is to liaise with NCC Highways concerning a Street Works Licence.</p>	RL JF
19/339	<p><u>Litter and HGV Parking</u></p> <p>Cllr Hughes circulated his report prior to the meeting which can be accessed via the Parish Council website using the following link: https://www.crickparish.org.uk/uploads/police-litter-hgv-parking-report-july-2019.pdf</p> <p>There was nothing to report concerning HGV parking. We need to continue to bring pressure to bear on Highways England to get the frequency of litter picks on the slip roads increased. The next scheduled pick is supposed to take place between 27 July and 2 August. Cllr Hughes requested that everyone checks between these dates to see if this litter pick takes place as promised.</p> <p>Cllr Goodger asked if the status of the A428/A5 layby near Gasrec could be checked as no one at the J18 Forum knew what its current status is, i.e. open or closed. Cllr Hughes agreed to check with Highways England.</p>	BH

GENERAL MATTERS		
19/340	<p><u>Crick Allotments Association Tree Surgery Contribution Request</u></p> <p>Council RESOLVED to contribute £1,300 to the Crick Allotments Association towards the cost of felling an Ash tree on their boundary with Main Road, subject to the budgeted grant of £400 not being paid this financial year. Proposed by Cllr Jones and seconded by Cllr Hughes.</p>	JF
19/341	<p><u>Accounting Software</u></p> <p>Council RESOLVED to defer this item until further investigation and a full review has been completed into the software package, Council's financial reporting and budgetary needs, together with a plan for implementation of any recommended changes. Council agreed that the Clerk should initiate the review Clerk, with the assistance of Cllr Hughes, Cllr Jamieson and Cllr Goodger.</p>	JF
19/342	<p><u>Tree Surgery – Coleman Close and Monks Way</u></p> <p>Council RESOLVED to ratify the cost of £250.00 + VAT for cutting back the shrubs in these two areas.</p>	-
19/343	<p><u>VE Day – 8 May 2020</u></p> <p>Council RESOLVED to support the holding of an event to commemorate the 75th Anniversary VE Day on Friday 8 May 2020. Cllr Lowe and Cllr Tolfts agreed to spearhead this project/event. Council unanimously agreed that they liaise with local organisations to see what ideas interested parties may have. The Clerk is to email all local groups concerning this.</p>	JF
19/344	<p><u>Front Garden Competition</u></p> <p>a) The winners of this year's front garden competition are:</p> <p>1st Prize – 14 Ellen Close 2nd Prize – 27 Monks Way 3rd Prize – 17 Watford Road 4th Prize - 22 Ellen Close 1st Commercial Prize – The Red Lion</p> <p>b) Council RESOLVED to award the prizes as listed in the accounts table under Agenda Item 19/356 and asked the Clerk to invite all prize winners to attend the next council meeting to receive their prize. A letter of thanks to the Judge, Geoff Sage, is to be sent.</p>	JF
19/345	<p><u>Barratts Public Open Space</u></p> <p>a) Correspondence between the PC and Barratts is ongoing with all parties involved. Barratts have requested confirmation from the PC that the gate in the fence on the playing field boundary can remain as long as a document is received confirming use of the gate for maintenance purposes only and that it will remain locked at all other times. Cllr Cooper is to discuss this with the Playing Field Association before responding to Barratts.</p> <p>b) Council is unable to consider whether it will adopt the POS because a number of questions that are crucial to the decision making process remain unanswered.</p>	CC
19/346	<p><u>J18 Forum</u></p> <p>Prologis and Houlton have agreed to fund the publication of a new history / archaeological booklet. Cllr Goodger is to manage this project.</p> <p>The next J18 Forum is being held on 11 December.-</p>	JF
19/347	<p><u>Scarecrow Festival Feedback</u></p> <p>Council gave its thanks to all Committee members and volunteers who again, made this year's Scarecrow Festival a success.</p> <p>a) Cllr Lowe reported that the event was better organised with an improved Police presence, including better marshalling and safety measures. The only thing that would be required for next year are more toilets and more volunteers.</p> <p>b) Council unanimously agreed that the Scarecrow and Music Festival Committee are to provide a formal planning report detailing the arrangements for the Festival, including insurance, parking, stewarding, licencing etc., for discussion at the Full Council meeting in June each year, before the event takes place. Cllr Lowe agreed to this motion and will update the Scarecrow Committee accordingly.</p>	RL

19/348	<u>Cracks Hill</u> Council RESOLVED to approach Daventry District Council again, to request this asset be transferred to the Parish Council. Chairman Jamieson is to send a letter to DDC. Proposed by Cllr Hughes and seconded by Cllr Jones.	JJ
19/349	<u>Rights of Way Improvement Plan</u> Council unanimously agreed to reply to this consultation citing communication requires improving as it is currently appalling, due to requests not being acted upon and complaints not listened to. The lack of ROW funding is also an issue and requires improving.	JF
19/350	<u>Advertising Banners</u> Council RESOLVED that only reasonably sized, temporary banners may be put up around the parish and if an event is being sponsored by a business, the event must be mentioned on the banner itself. The Custom Heat banners that had been on display recently were too large, did not mention any sponsorship and had been up for too long. The Scarecrow Committee need to make Custom Heat and other sponsors aware that unless they are willing to reduce the size of their banners and have the event mentioned on them, they can no longer be allowed to advertise their business in this way around the village.	RL
19/351	<u>Relocation of Grit Bin and Dog Waste Bin – Lauds Road/The Marsh</u> This item was covered earlier in the meeting.	-
19/352	<u>Strimming</u> Council RESOLVED to request Matthew Butcher to strim areas of the parish which are not covered by the grass cutting contract at £11 per hour, within the limits of the greens and maintenance budget.	JF
19/353	<u>Payment of August Invoices</u> Should there be no meeting in August, Council NOTED that authorisation and payment of all August invoices is to be approved by the Chairman and Vice Chairman within the limits set by the Financial Regulations and ratified at the September meeting.	-
19/354	<u>Old Road/Canal Footpath Pocket Park</u> Due to the land in question not being solely owned by NCC, Cllr Cooper will investigate all landowners and report back to council before any further decisions are made.	CC
19/355	<u>Crick Woodland Donation</u> Due to finding new volunteers to help at the Somme Site, this item is no longer relevant. See Minute Ref. 19/322.	-
19/356	<u>Greens and Maintenance Working Group</u> Council RESOLVED to create a working group consisting of the Clerk, Cllr Lowe, Cllr Jones and Cllr Cooper. Council agreed for the Clerk to gain quotes for an independent Arboriculturalist survey to be conducted for all trees under the PC's remit. DRAFT Terms of Reference are to be drawn up for Council to review.	JF
PLANNING		
19/357	<u>DA/2019/0490 – Planning Application for Hako Machines Ltd, Eldon Way, Crick</u> Removal of existing metal fencing to create new off-road parking provisions. Installation of new access-controlled vehicle and pedestrian gates and associated fencing and paving. Council RESOLVED to a no comment response.	JF
19/358	<u>DA/2019/0473 – Planning Application for Highfield House Farm, 27 Lauds Road, Crick</u> Listed Building Consent for conversion of part of barn and workshop to residential annexe. Council RESOLVED to support this application.	JF
19/359	<u>DA/2019/0472 – Planning Application for Highfield House Farm, 27 Lauds Road, Crick</u> Conversion of barn and workshop to self-contained residential annexe, remove timber shed and construction of new garage block and workshop. Council RESOLVED to support this application.	JF
19/360	<u>Infrastructure Planning Application – DCO/2019/0002</u> Statutory Instrument 2014No.1796 – DIRFT Alteration Order 2014 Discharge of requirements 6, 8, 12, 13, 14, 15, 16, 23, 26 & 32 in relation to works No.4(c) and further site wide development (p) in the Order Limits pursuant to the DIRFT Alteration Order 2014 Council RESOLVED to a no comment response.	JF

19/361	<u>DA/2019/0223 Crick Sports Ground, Main Road, Crick – Change of Use of land to Car Park</u> This item was covered under Minute Ref. 19/335.		-
19/362	<u>DA/2019/0305 Land to Rear of Elms Farm, 6 Church Street, Crick – Construction of 4 Dwellings and the conversion and extension of an existing barn to a single dwelling</u> At the recent DDC Planning Committee meeting the decision was made that the application would not be approved unless a Unilateral Agreement transferring the POS to the Parish Council agreed in the previous application approved on appeal has been signed off and the outstanding heritage and ecological reports have been submitted to the LPA.		-
19/363	ACCOUNTS		
Accounts for Payment – Current Account			
<ul style="list-style-type: none"> • Council RESOLVED to all payments being made, as set out in the table below with Cllr Lowe and Cllr Goodger authorising all cheques. • The BACS payments authorisation form was authorised by Chairman and Vice Chairman. 			
Ref.	Payee	Description	Amount
ONLINE PAYMENTS VIA BACS TRANSFER & CHEQUE			
BACS	Josie Flavell	Clerk's July Salary	£1063.39
501286	Rex Tew	Annual maintenance allowance for The Washbrook	£50.00
BACS	Daventry Norse Ltd	Waste collection fee for Parish Office – Inv . 0000036	£22.93
501287	St Margaret's Church	Annual grant towards insurance. Already resolved at the April meeting under min. ref. 19/195	£900.00
BACS	William Garvin	Purchase of fuel for strimmers – Inv. 2019-19	£15.00
BACS	Matts's Gardening	Burial Ground Maintenance (5 Hrs), cleaning of bus shelters (4 hrs) and purchase of plants for planters. Inv.39	£119.00
BACS	Green Glades Landscaping	Grass cutting fees for May- Inv.117/19	£1800.00
BACS	Viking Direct	Printer cartridges and archive boxes – Inv.879265	£52.15
BACS	Daventry Norse Ltd	Waste Collection fees for June – Inv. 0000036	£22.93
BACS	Northants CALC	Training course Agendas & Minutes – Inv.0038	£36.00
BACS	Northants CALC	Training course fees Finance and Budgets – Inv. 0067	£98.00
501288	Jillian Jamieson	Chairman's Allowance 2019-20 year	£300.00
501289	Mr & Mrs Symons	1 st Prize – Front Garden Competition	£35.00
501290	Mr Sidnell	2 nd Prize – Front Garden Competition	£25.00
501291	Mr & Mrs Ricketts	3 rd Prize – Front Garden Competition	£10.00
501292	CANCELLED CHEQUE		
501293	Mr & Mrs Taylor	4 th Prize – Front Garden Competition	£10.00
501294	Mr & Mrs Marks (Red Lion)	1 st Commercial Prize – Front Garden Competition	£25.00
BACS	Plantsman Garden Maintenance	Maintenance and grass cutting of burial ground and churchyard, including weed control	£860.00
BACS	E.on UK PLC	Unmetered supply fees for street lighting – Inv.H1754C3CE6	£494.00
BAS	Treeworx	Tree surgery to Coleman Close and Monks Way POS Inv. 599	£300.00
Direct Debit Payments			
D/D	Public Works Loan Board	Street lighting loan repayment.	£957.54
D/D	NEST Pension Scheme	Clerk's Pension – employee & employer contribution	£84.09
Debit Card Payments			
D/C	Crick Post Office	Purchase of 100 x 1 st class stamps	£70.00
D/C	Timpsons	Keys cut for parish office and playing field container	£13.50
REFUNDS			
Westcotec Ltd – accidentally paid invoice twice, refund of £201.00 to be paid to the Parish Council by the end of July.			

Ref.	Payee	Description	Amount																								
COMMUNITY FUND ACCOUNT																											
BACS	Crick 1 st Rainbows	Grant towards set-up costs of group. Already resolved at the April meeting under Min. Ref. 19/193.	£665.00																								
19/364	<p>Balance of Accounts Council NOTED all balances.</p> <p>a). DirectPlus Account £125,502.00</p> <p>b). Community Fund Account £4,513.68</p> <p>c). Fixed Rate Deposit Account £32,872.47</p> <p>TOTAL £162,888.15</p> <p style="text-align: center;">TOTAL CASH AVAILABLE AFTER RESERVES</p> <p style="text-align: center;">£131,952.80</p>		<p>Earmarked Reserves Council NOTED all reserves.</p> <p>A428 Canal Bridge £5000.00</p> <p>Canal Bridge Donation £14000.00</p> <p>Somme Memorial Site £1900.00</p> <p>Heritage Board Balance £314.00</p> <p>David Wilson Maintenance £8600.00</p> <p>Litter Bin Grant £331.00</p> <p>CIL Money £790.35</p> <p>TOTAL £30,935.35</p>																								
19/365	<p>Income Council NOTED all income.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="4">No income to report.</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="4">No income to report.</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>05/04/2019</td> <td>Deposit Account</td> <td>Bank Interest</td> <td>£58.02</td> </tr> </tbody> </table>			Date	Account	Income Received	Amount	No income to report.				Date	Account	Income Received	Amount	No income to report.				Date	Account	Income Received	Amount	05/04/2019	Deposit Account	Bank Interest	£58.02
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19/366	<p>Quarter 1 Finances</p> <p>a) Council received the Quarter 1 Finance Report as circulated prior to the meeting.</p> <p>b) Council noted the approval of the quarter 1 bank reconciliations and internal control forms as inspected and approved by the Internal Controller, Cllr Goodger.</p>																										
19/367	<p>Accounts Ratification</p> <p>The Clerk/RFO reported the following payments which were made outside of council meetings:</p> <ul style="list-style-type: none"> ▪ Debit Card payment of £70 to Crick Post Office for 100 x 1st class stamps. ▪ Debit Card payment of £13.50 to Timpsons for 2 x keys to be cut for the container and old school front door. 																										
COUNCILLOR UPDATES ON AREAS OF INTEREST																											
19/368	<p>Barratt Homes – St Margaret’s View</p> <p>This item was covered under Minute Ref. 19/345.</p>		-																								
19/369	<p>David Wilson Homes</p> <p>DWH have agreed to transfer to the Parish Council, the commuted sum of £11,559 (plus indexation) for maintenance of POS and a separate sum of £13,250 for the conversion of the streetlights to LED, once adoption has taken place.</p> <p>DWH apologised that not all remedials have been completed. Council agreed that an on-site meeting with the Project Manager, should take place once he has confirmed all remedial jobs on the list have been completed.</p>		-																								
19/370	<p>Highways</p> <p>Due to the absence of Cllr Miller this item was deferred to the next full meeting.</p>		-																								
19/371	<p>Policing</p> <p>Cllr. Hughes circulated his report prior to the meeting which can be accessed via the Parish Council website using the following link: https://www.crickparish.org.uk/uploads/police-litter-hgv-parking-report-july-2019.pdf</p> <p>The PCSO’s had reported that the Scarecrow Festival went very well.</p>		-																								
19/372	<p>Traffic Working Group</p> <p>The first meeting with Cllr Miller in charge, is to take place on 24 July at 7:30pm. The group also have one new volunteer (member of public) joining the team.</p>		-																								

19/373	<u>Rights of Way</u> Cllr Goodger circulated his report prior to the meeting which can be accessed via the Parish Council website using the following link: https://www.crickparish.org.uk/uploads/rights-of-way-report-july-2019.pdf	-
19/374 CIRCULATIONS TO NOTE		
Council noted all correspondence received. Email: Daventry District Council – Rights of Way Improvements Plan		
19/375 ITEMS FOR NEXT AGENDA		
<ul style="list-style-type: none"> ▪ St Margaret’s Annual Grant 		

Signed: **Jill Jamieson – Chairman to Crick Parish Council**

Date: 19 August 2019