

# CRICK PARISH COUNCIL

## MINUTES OF FULL COUNCIL MEETING

On Monday 17 October 2016 at 7.30pm

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

Tel: 01788 823040 Email: [clerk@crickparishCouncil.org.uk](mailto:clerk@crickparishCouncil.org.uk)

### Present:

Chairman: Roger Lowe  
Councillors: Cllr. Bennett, Cllr. Maguire, Cllr. Harding, Cllr. Hughes, Cllr. Goodger, Cllr. Tolfts  
Clerk: Mrs Josie Flavell  
Public: 14 Members of Public

MINUTES		Action
<b>APOLOGIES</b>		
16/929	Cllr. Jamieson (Holiday), Cllr. Fursman (birthday), Cllr. Slater (maternity), Cllr. Cooper (illness)	Accepted
<i>The Chairman will close this session of the meeting to allow the public to speak.</i>		
<b>PUBLIC PARTICIPATION</b>		
16/930	<p>Parishioner issues/views as follows:-</p> <p>a. Report from PCSO Duncan Cumming: PCSO Cumming handed 'No Trick or Treating' cards to the Clerk for distribution, along with a 3 separate Halloween safety posters. PCSO Cumming also reported that there has been success concerning the 'A5 boy racer' issues, with 1 car being seized and 1 individual having been arrested for 4 offences and driving on a provisional licence. All vehicles that were picked up by the AMPR car will be receiving a warning letter from the Police. Advice was also given concerning not leaving your car engines running on the driveway throughout the winter months, to defrost the windscreen, due to opportunist car thieves.</p> <p>b. Andrew Brown of NCC Highways, plus two colleagues, attended the meeting to present the preliminary design plans for a new pedestrian/cycle Link from DIRFT III to Crick, which will be funded by Prologis and maintained by NCC Highways. The plan currently shows the new cycle / footpath to be on the opposite side of the road to the Crick weigh bridge, 3 metres wide and unlit. It was also confirmed that the path would link to the old road (bridleway), with up to 1 metre of vegetation being cut away for this purpose and would go through a 4 step safety audit. The plans were incorrect, showing footpaths to be in the wrong place and council disagreed with the proposal to not light the path, due to personal security issues and it being dangerous. Council were also not happy about the amount of proposed vegetation to be cut back, as it currently acts as a screen and agreed that approval for the plans could not happen until all of these issues had been dealt with. Council agreed to an onsite walk through of the plans with NCC and County Cllr. Longley agreed to be involved and to sit in on the NCC meeting regarding these issues on behalf of Crick PC. The NCC Highways representatives agreed to set a date for this, liaising directly with the Clerk, and Council agreed for Chairman Lowe, Cllr. Longley, Cllr. Hughes, Cllr. Maguire and the Clerk to attend.</p> <p>c. District Councillor Lomax circulated her report to council prior to the meeting, but also reported that grants are available for village organisations for one-off events and that the energy reduction scheme is being run again this winter.</p> <p>d. County Councillor Longley reported that the funding for the A428 Bridge is becoming more realistic with an offer of £55k from NCC, with a view to another £10k potentially being available. £14k has been confirmed and received from Blue Energy and £5k confirmed from Crick PC, with Daventry District Council to approach Prologis for £20k, the River Canal Trust to be approached for £20k and there may be further S106 money of £10k still available, although Cllr. Longley needs to investigate this further. Further funding may be achievable via the Prologis A428 DIRFT to West Haddon Highways initiative. However, the remaining funds may need to be made up by the Parish Council in the form of a Public Works Loan Board loan. The Clerk is to find out if this is viable or not and report back to Cllr. Longley and Council accordingly.</p>	

16/930	<p>Parishioner issues/views continued:-</p> <p>e. A member of the public was very upset and reported that the Community Payback team had entirely cut down their hawthorn bush. The Clerk reported that the Payback team were advised not to touch their bush and to only trim back the section outside of Cllr. Bennett's property and that she had advised them to knock on Cllr. Bennett's door before commencing. The Clerk and Chairman apologised for the situation and agreed to reinstate the hedge as soon as possible.</p> <p>f. A member of the public wanted to know what was happening about the drilling on Watford Road and reported that a number of dumper trucks had been visiting the proposed site, via the farm entrance on Boat Horse Lane. Cllr. Hughes explained that a resident employed by the firm involved, has been told that he is not to make the location of the drilling site public and should not give out any further details. Due to the company not needing a planning application to complete their geological surveys, they are well within their rights to continue and give no further information to the public.</p> <p>g. A member of the public requested to know what was going to happen about the Barratts footpath. Chairman Lowe stated that Barratts had agreed to go ahead with the footpath, but there is currently an issue with how to link the Barratts footpath to the playing field, due to the level of the old road and tree line.</p> <p>h. A member of the public reported that the playing field had been covered in broken glass recently and that they had personally cleared it up. Chairman Lowe thanked the individual and stated that it is an ongoing problem due to anti-social behaviour by a select few, but that it is taken seriously by Council and the Playing Field Committee. Chairman Lowe also stated that the playing field is run by a group of volunteers who regularly litter pick and tidy up the glass.</p> <p>i. A member of the public reported that the bushes and hedges on Bucknills Lane need maintaining and that one particular bush had grown so large it had allowed squirrels to nest and subsequently eat through the BT wires, disconnecting their telephone. The individual asked Council for permission, to allow their neighbour (a Landscape Gardener), to prune and cut back the bush free of charge. Council agreed to this course of action and also confirmed that the Clerk would utilise Payback to deal with the other bushes.</p> <p>j. A member of the public requested Highways be contacted concerning the state of the pavement outside of the Wheatsheaf, due to the puddle getting bigger where the pavement dips and has been made bigger.</p>	
<b>DECLARATION OF INTERESTS</b>		
16/931	There were no Declarations of any Disclosable Pecuniary or Other Interests reported.	
16/932	There were no Dispensations to consider or written requests for dispensation of DPI.	
<b>MINUTES</b>		
16/933	The minutes of 19 September 2016 were approved by Chairman Lowe as a true and accurate record. Proposed by Cllr. Hughes and seconded by Cllr. Bennett.	
<b>ITEMS FROM PREVIOUS MINUTES</b>		
16/934	<p><u>A428 Canal Bridge (Min. Ref. 16/893)</u></p> <p>This item was discussed under 16/930(d) of these minutes. Council resolved to enquiry about the Public Works Loan Board loan and to also enquiry about the Yelvertoft Wind Farm grants for this purpose also.</p>	JM
16/935	<p><u>Transfer of Public Open Space – Fallowfields (Min. Ref 16/894)</u></p> <p>Cllr. Cooper circulated his comments prior to the meeting as follows:-</p> <p>The transfer document has now been agreed but will not be completed and authorised by Council until such time all of the outstanding matters have been addressed.</p>	-
16/936	<p><u>Donation of Playing Field Equipment (Min. Ref. 16/895)</u></p> <p>The Clerk circulated the Recommendation Report prior to the meeting; however Council agreed that no agreement could be made. The Playing Field Association needs to bring their proposal before council before any agreement can be made and Chairman Lowe agreed he would bring the matter up at the next Playing Field Association meeting on 31<sup>st</sup> October.</p>	RL
16/937	<p><u>Street Light Update (Min. Ref. 16/896)</u></p> <p>The Clerk reported that Waveguide Lighting had still not made contact or completed the outstanding works. Therefore a letter has been sent to the Managing Director giving them until 14<sup>th</sup> November to fulfil their obligation, otherwise legal action will be sought and E.on will be employed to remedy the matter and their fees deducted from Waveguide's final invoice of £11,669k.</p> <p>The Clerk also reported that the Rectory Close light has been repaired by E.on and the light on The Marsh will be repaired in the next few weeks and that NCC will be installing the new 5m column lights on Main Road, in the next month. However, the light outside of Cowley Meadow Way junction needs to be offset due to issues with Western Power. Council agreed to this course of action.</p>	JM

GENERAL MATTERS		
16/938	<u>Oak Tree on Oak Lane (Min. Ref. 16/898)</u> This item is to be deferred to the November meeting.	WF
16/939	<u>Burial Ground (Min, Ref. 16/910)</u> This item is to be deferred to the November meeting.	WF
16/940	<u>Drilling – Watford Road (Min. Ref. 16/913)</u> Cllr. Hughes reported that as the company involved in the drilling do not require planning permission to complete the geological surveys, they also have the right to keep the exact location private from the public. The resident who works for the company (who has been helpful thus far) has also been told not to divulge the location and therefore is prohibited from giving any further details going forward.	-
16/941	<u>Insurance Renewal</u> Council agreed to authorise the annual insurance renewal premium at a total cost of £2,872.00 (inc. tax) for 1 <sup>st</sup> Oct 2016 to 30 September 2017. The Clerk is to ensure that the pavilion building and MUGA insurance costs are billed to the Crick Sports Field Charitable Incorporated Organisation and public liability for the pavilion taken off. Proposed by Cllr. Bennett and seconded by Cllr. Googder.	JM
16/942	<u>Somme Memorial Location</u> The Jubilee Wood Committee has agreed for the Somme memorial to be based in the poppy field area of Millennium Wood, with the suggestion that a soldier be carved into a tree trunk, with all costs to be borne by the PC. Chairman Lowe suggested Cllr. Tolfts manage the project, to which council agreed. Council also agreed for Cllr. Tolfts to employ a stone mason to set the solid brass memorial plaque into stone, to rest underneath the soldier. Council agreed to set a budget at the November meeting.	JM/RL/DT
16/943	<u>Size and Structure of Parish Council</u> The Clerk reported that she has been in liaison with the Elections Office and that as Daventry District Council do not currently run Governance Reviews for increasing the number of parish council seats, a petition of 187 residents would need to be signed to allow this process to commence. The process of increasing the number of seats would also take up to 12 months.	JM/BH
16/944	<u>Drainage at Oak Lane Kissing Gate</u> Council agreed to discuss this item under 16/963 – David Wilson Homes update.	RL
16/945	<u>Rights of Way Footpath – Bury Dyke</u> Council agreed to authorise ROW to widen the Bury Dyke footpath running along the POS to the Oak Lane kissing gate. The Clerk is to request that ROW level the dip in the footpath also.	JM
16/946	<u>2016 Grant Applications</u> Council agreed to authorise the following grants - proposed by Cllr. Googder and seconded by Cllr. Harding. <ul style="list-style-type: none"> <li>▪ Crick Youth Club – budgeted amount of £200.00</li> <li>▪ Crick Playing Field Association – budgeted amount of £700.00</li> <li>▪ Crick Jubilee Wood Committee – £500.00 to complete and purchase materials for all weather track. This item was not budgeted for, but Council agreed it was an important project and to help fund it.</li> </ul>	JM
16/947	<u>2015/16 Annual Return and Audit</u> Council considered the issues raised within the external audit report received from the external auditor (BDO), and also the Action Plan from the Clerk in relation to the issue raised and are happy with the outcome. Proposed by Cllr. Maguire and seconded by Cllr. Googder. The Clerk also reported that the Annual Return Statement and accounts will be uploaded onto the website in the next few weeks and the public notice had been put up.	JM
16/948	<u>Yelvertoft Wind Farm Community Benefit Fund</u> Council agreed that funding of capital projects, as has been agreed, is for the best and that the fund should be considered for the A428 bridge project.	RL
16/949	<u>Proposed Merger of Jubilee and Millennium Woods</u> Council agreed to the merger of Jubilee Wood and Millennium Wood. Chairman Lowe confirmed that all signage would remain and that there would be only one committee going forward. Cllr. Goodger confirmed that the committee would retain its charity status, but that a decision needs to be made concerning annual rent payments. Chairman Lowe agreed that Cllr. Cooper should be involved in looking into this matter. Proposed by Cllr. Bennett and seconded by Cllr. Hughes.	RL/CC

16/950	<u>May Queen Trees</u> Council agreed to a budget of up to £200.00 for the name plaques complete with tree stakes and to the date of Friday 28 October for the presentation. The Clerk is to write to each May Queen inviting them to the presentation.	JM
16/951	<u>War Memorial</u> Council agreed that as Gunner Walter Frederick Herbert's returned from war and only passed away in 1953, it would not be correct to add his name to the war memorial, as it to commemorate only the fallen. However, as his name is on the Crick Roll of Honour, Crick History Society would be more than happy to add his information to their 'Crick Roll of Honour' book, including any further information that can be given by his relatives. Cllr. Goodger is to forward details to the Clerk for a letter to be sent to the relatives who made the request.	JM/JG
16/952	<u>2017/18 Meeting Dates</u> Council agreed to the list of dates circulated by the Clerk prior to the meeting.	JM
16/953	<u>Crick News</u> Council agreed that no further independent commercial flyers / leaflets will be produced and delivered with Crick News. All adverts need to be inserted within the newsletter in the advertisement section and charged accordingly.	JM
16/954	<u>Trees, Bushes and Hedges Encroaching on Pavements</u> Chairman Lowe stated that the overgrown vegetation is beginning to impede pedestrian use of pavements and needs to be tackled. He requested all members of council to report any such vegetation to the Clerk for a polite reminder letter to be sent to the residents. A letter will be drafted by Chairman Lowe, who is also happy to speak directly with residents if needed.	RL
16/955	<u>Consultation on the Rugby Borough Council Local Plan – Publication Draft</u> Council agreed they have no comment to make concerning this matter.	JM
16/956	<u>The Washbrook Bollards</u> Due to not receiving the quotations in time, this item is to be deferred to the November meeting.	JM
16/957	<u>Parking on Grass Verge</u> The Clerk is to request Highways for some signage for this area of POS.	JM
16/958	<u>Social Isolation Project Update</u> Cllr. Maguire and Cllr. Harding reported they had attended a meeting with Emma Parry of DDC concerning this matter and would wish to commence with the 'Good Neighbour' initiative. The scheme is being trialled in a number of areas within the district and DDC provide the PC with a toolkit to get the project underway. Council agreed for further information to be sought and for the item to be deferred to the November meeting.	SM/MH JM
16/959	<u>CPRE Membership</u> Council agreed to renew the CPRE (Campaign to Protect Rural England), at a cost of £36.00 for a year's membership. Proposed by Cllr. Bennett and seconded by Cllr. Hughes.	JM
<b>PLANNING</b>		
16/960	<u>Planning Application DA/2016/0873 – 6 Monks Way, Crick, Northamptonshire, NN6 7XB</u> Demolition of conservatory and construction of single storey rear extension. Council agreed on a no comment response to this application.	JM
<b>COUNCILLOR UPDATES ON AREAS OF INTEREST</b>		
16/961	<u>Neighbourhood Plan</u> Cllr. Hughes reported that the NP Steering Group had received over 20 representations to the recent pre-submission consultation, from residents, local businesses and the agent concerning Elms Farm open space. All representations require careful study. With regards to Elms Farm, the Steering Group need to find another way of protecting this land and will come back to the PC with a proposal. Further grant funds have been received at a total of £2,840, which is £60.00 less than last time. Due to technical issues which can only be dealt with via the NP consultant, provisions in next year's budget will need to be made for this purpose.	BH
<b>COUNCILLOR UPDATES ON AREAS OF INTEREST</b>		
16/962	<u>Barratt Homes</u> Chairman Lowe reported that Barratts have confirmed that the footpath across the top of the playing field will go ahead, with the only issue being the ground levels concerning the piece of land between St Margaret's View to the playing field boundary.	RL

**COUNCILLOR UPDATES ON AREAS OF INTEREST**

16/963	<p><u>David Wilson Homes</u>                  Chairman Lowe and Cllr. Goodger met with Ken Armstrong of DWH (Technical Manager – South Midlands) concerning the outstanding issues. Mr Armstrong recognised all of the issues as outlined in the letter sent to DWH and although he couldn't give an answer to all, he has agreed to review and update Council as soon as possible to remedy the matters. It was confirmed however, that the drainage at the kissing gate on Oak Lane will be sorted, including the wall on the POS at Fallowfields. A lighting survey of the estate will also be completed and any lights which require replacing will be replaced with an LED. The roads will be resurfaced and is an ongoing process.</p>	
16/964	<p><u>Highways Reporting/Updates</u>                  Cllr. Hughes reported that the handover to Cllr. Maguire is now complete and reported on the following:-</p> <ul style="list-style-type: none"> <li>▪ Highways have reported that the footpath condition at Well Hill Close and Marsons Drive is believed to have been caused by a resident and they are currently in the process of trying to sort this matter out with them.</li> <li>▪ Highways have issued revised double yellow line drawings to incorporate the parking outside of the Doctors Surgery, to alleviate the parking issues currently experienced. These need to be approved by Council but were too late to add to this meeting agenda.</li> <li>▪ The consultation is currently ongoing concerning double yellow lines within the parish and Cllr. Maguire should hopefully have further updates in time to report back at the November meeting. However, one resident has responded concerning the consultation for proposed parking bays on Church Street and disagrees with the idea. The letter has been forward onto Highways for review and action.</li> <li>▪ The debris from the collapsed wall on Watford Road has been cleared and made safe and the resident has decided not to re-build the section that fell down. Warwickshire Building Control attended a site-visit and have reported they are happy with the outcome.</li> </ul>	SM

**16/965 ACCOUNTS**

Accounts for Payment – Current Account

- Council agreed to all payments to be made as stated in the below table, with Cllr. Bennett and Cllr. Hughes authorising all cheques.
- The BACS payments authorisation form was reviewed and signed by the Chairman Lowe and the Clerk.

Ref.	Payee	Description	Amount	Power to Pay
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>				
BACS	Josie Marlow	Clerk's October salary	£987.67	LGA 1972 S112
BACS	Stephen Hartwell	Grass cutting services Inv. 500	£1,232.40	Open Spaces Act 1906 SS9 & SS10
BACS	Stephen Hartwell	Grass cutting services Inv. 508	£1,412.40	
BACS	BDO	2015/16 External Audit Fees	£1,200.00	Audit Commission Act 1998 s2
BACS	Daventry District Council	Installation Pikes Lane street sign	£241.44	New Roads & Street Works Act 1991
501159	Capita Property	Severn Trent Water Licence – Allotments annual fee	£100.00	Water Resources Act 1991 ss134-138
501160	The Mower Shop Ltd	Repairs to strimmer – Inv. 076861	£22.70	Open Spaces Act 1906 SS9 & SS10
501161	Sign of The Times	Heritage Board - Fallowfields	£823.64	LGA 1972 S111
501162	The Mower Shop Ltd	Purchase of strimmer parts	£27.74	Open Spaces Act 1906 SS9 & SS10
501163	Smith Jenkins Ltd	Neighbourhood Plan consultant fees Inv. 699/217/2016	£600.00	Neighbourhood Plan Regulations 2015
501164	Crick Jubilee Wood	Grant for purchase of materials for all weather track	£500.00	Open Spaces Act 1906 SS9 & SS10
501165	Crick Playing Field Association	2016 Grant	£700.00	Open Spaces Act 1906 SS9 & SS10
501166	Crick Youth Club	2016 Travel Grant	£200.00	Localism Act 2011
501167	AA PAT Testing Ltd	The Old School PAT testing	£54.00	LGA 1972 S111
501168	CJ Joinery & Memorials	May Queen Tree plaques	£72.00	LGA 1972 S111
501169	Westcotec Ltd	New battery for speed indicator	£96.00	Local Government & Rating Act 1997 s30

501170	Came & Company	Annual Insurance Renewal	£2,872.00	LGA 1972 S140
<b>DIRECT DEBIT PAYMENTS</b>				
D/D	NEST Pension Scheme	Employers & Employee Payments	£19.38	LGA 2004 & 2008
D/D	Public Works Loan Board	Half Yearly Repayment	£4,774.89	Public Works Loan Board Act 1964
<b>DEBIT CARD PAYMENTS</b>				
D/C	Currys PC World	Purchase of Clerk's new printer, cartridges and MS365 Office Software	£182.96	LGA 1972 S111
D/C	Crick Post Office	Postage of CiLCA portfolio to SLCC	£12.74	LGA 1972 S111
D/C	Crick Post Office	Postage of Issue 4 Crick News	£15.36	LGA 1972 S232
<b>COMMUNITY FUND ACCOUNT PAYMENTS</b>				
300047	Crick Darby & Joan Club	2016 Grant	£400.00	LGA 1972 S111
<b>ACCOUNTS</b>				
16/966	<b>Income</b> All income was noted by Council.			
	<b>Date</b>	<b>Account</b>	<b>Income Received</b>	<b>Amount</b>
	05/09/2016	DirectPlus Account	Untaxed Interest	£2.15
	09/09/2016	DirectPlus Account	Memorial Fee – Amy Elizabeth Brawn	£60.00
	14/09/2016	DirectPlus Account	Refund on memorial bench over charge	£65.00
	29/09/2016	DirectPlus Account	DDC final 2016/17 precept payment	£41,382.50
16/967	<b>Balance of Accounts</b> All account balances were noted by Council.			
	a). DirectPlus Account	£79,651.35		
	b). Community Fund Account	£1,500.44		
	c). Fixed Rate Deposit Account	£32,793.14		
16/968	<b>Quarter 2 Finance Report and Reconciliations</b>			
	Council reviewed the quarter finance report as circulated to council prior to the meeting and the Clerk reported that quarter 2 reconciliations have been all signed off by the Internal Controller.			
<b>CIRCULATIONS TO NOTE</b>				
16/969	All circulations were noted by Council.			
16/970	<b>ITEMS FOR NEXT AGENDA</b>			
	<ul style="list-style-type: none"> <li>▪ Dog Fouling – Playing Field (fencing off play equipment)</li> <li>▪ Memorial Wall</li> </ul>			

*In the absence of further business, the meeting was closed at 21:38pm*

Signed: .....

**Roger Lowe, Chairman to Crick Parish Council**

**Date: 21 November 2016**