

# CRICK PARISH COUNCIL

## MINUTES OF FULL COUNCIL MEETING

On Monday 18 July 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. Fursman, Cllr. Bennett, Cllr. Jamieson, Cllr. Cooper, Cllr. Harding, Cllr. Hughes,  
Cllr. Slater, Cllr. Tolfts

Clerk: Josie Marlow

Public: 8 Members of Public

MINUTES		Action
<b>APOLOGIES</b>		
16/809	Cllr. Goodger (holiday)	Accepted
<i>The Chairman closed this session of the meeting to allow the public to speak.</i>		
<b>PUBLIC PARTICIPATION</b>		
16/810	<p>Public participation to hear any parishioner issues/views as follows:-</p> <ul style="list-style-type: none"><li>a) PCSO Les Conopo unfortunately could not make the meeting, but circulated a Crime Report to Council prior to the meeting.</li><li>b) A member of the public asked if a request could be put forward to Highways for a waiting time restriction of 30 minutes at both lay-bys outside of the Post Office, due to many people parking there for too long and sometimes all day. This would allow visitors to use the lay-by and frequent the Post Office, as currently there is very little to no parking. Chairman Lowe requested Cllr. Hughes to liaise with NCC Highways concerning this issue.</li><li>c) The owner of 37 Main Road (Mr Davis) requested permission from Council that would allow him to access Bury Dyke for the year-long renovation works to be carried out to his property (which abuts Bury Dyke). The renovations will require scaffolding to sit on Bury Dyke which will encroach no more than a couple of metres out onto the green. Mr Davis explained that there would be no materials stored on the site, no vehicular access required and the site will be appropriately secured as per legislation. Any damage would be made good after the renovations have been completed. Mr Davis also stated that additional drainage (underground channel) would also be installed to run under Bury Dyke from the old stone trough, for which permissions have already been sought from the authority concerned, i.e. Severn Trent Water. Chairman Lowe explained that this is already an agenda item (16/832), as per Standing Order 1.0(a)(b), Council agreed to pass a motion to move this item forward on the agenda to enable Council to resolve the matter early to permit Mr Davis to leave the meeting thereafter.</li><li>d) A member of the public asked if a new cage could be purchased by the Council for the litter bin on Church Street, considering DDC have done nothing about it for months and it becoming a health hazard. Chairman Lowe agreed to discuss this with the Clerk outside of the meeting.</li><li>e) District Councillor Lomax circulated a hand written report to Council, confirming that the changes to the waste collection from 2018 will be voted through. This will take general waste / black bin collections from bi weekly to one collection every third week, which is too long, with residents being charged an annual fee for collection of garden waste. Cllr. Lomax will find out from DDC if the elderly and those on benefits will get their garden waste collected for free and will report back to Council.</li><li>f) Local Plan - Cllr. Cooper brought it to the attention of Cllr. Lomax that Council had not received a response from DDC concerning Council's detailed response to the consultation which discussed the method of calculating the Village Hierarchy in the Local Plan and therefore, DDC should not be showing CRICK at the top level in the hierarchy when Council have not been consulted about the final formula for deciding levels. Cllr. Lomax confirmed that this version of the Plan is not the final version, as there will be more consultations.</li></ul>	

<b>DECLARATION OF INTERESTS</b>		
16/811	No Declarations of any Disclosable Pecuniary or Other Interests were reported.	
16/812	There were no Dispensations or written requests for dispensation of DPI to consider.	
<b>MINUTES</b>		
16/813	In accordance with Standing Order 10(a)(i) a motion was passed to amend the minutes of 20 June 2016 under item number 16/801 DRAFT Neighbourhood Plan to read 'Pre-submission and Draft Version 11'. The amended minutes were signed as a true and accurate record. Proposed by Cllr. Bennett and seconded by Cllr. Cooper.	
<b>CO-OPTION OF COUNCILLOR</b>		
16/814	Council RESOLVED to co-opt Sue Maguire into the vacant Councillor position - proposed by Cllr. Jamieson and seconded by Cllr. Fursman. Mrs Maguire signed the Declaration of Acceptance of Office which was witnessed and signed by the Clerk.	
<b>FRONT GARDEN COMPETITION 2016</b>		
16/815	Prizes were awarded to the following parishioners as follows:- 1 <sup>st</sup> Prize – Ms Ann Rouse of 6 Ellen Close 2 <sup>nd</sup> Prize – Mr & Mrs Kent of 7 Ellen Close 3 <sup>rd</sup> Prize – Mr & Mrs Ricketts of 17 Watford Road 4 <sup>th</sup> Prize – Mr Tim Cantwell of 46 Fallowfields – Mr Cantwell thanked council and wished to donate his prize money to Crick Sports Field Association. 1 <sup>st</sup> Commercial Prize – Mr T Marks of The Red Lion Pub Council agreed a letter of thanks should be sent to the judge, Mr Geoff Sage and thanks were given to Cllr. Tolfts for organising the competition.	
<b>ITEMS FROM PREVIOUS MINUTES</b>		
16/832	<u>37 Main Road (ex Braithwaite's property)</u> As per Standing Order 1.0(a)(b), a motion was passed to allow for this item to be moved up the agenda and discussed earlier in the meeting. All details were stated by the owner Mr Davis during the public open session. Council RESOLVED to allow Mr Davis and his contractors access to Bury Dyke as previously stated under item 16/810(c), for the duration of the project, on the understanding that any damage to the land and surroundings be rectified upon completion with no costs incurred by Council. Mr Davis agreed to this arrangement and also confirmed that he currently has his Solicitors looking into easements concerning the drainage. The Clerk is to send a letter to Mr Davis confirming this agreement.	JM
16/816	<u>A428 Canal Footbridge (Min. Ref. 16/780)</u> Confirmation has been received from County Councillor Longley that Stuart Hoskins of NCC is now in a position to put together a proposed design and costing for the footbridge which will be based on the one at Foxton Locks, Leicestershire. Efforts will then be made to secure funding. The heritage and conservation authorities have viewed the proposed bridge design and have agreed it to be not unreasonable, with the Canal and River Trust being supportive of the design. The Clerk reported that Blue Energy has confirmed that the £14k donation to the bridge fund would be released to the Parish Council this week.	-
16/817	<u>Shrubs &amp; Commemorative Trees on Bury Dyke (Min Ref. 16/778)</u> <ul style="list-style-type: none"> <li>▪ Cllr. Fursman reported that he feels the Oak tree on Oak Lane should be cut down for safety reasons. Council RESOLVED to Cllr. Fursman arranging for the local Tree Surgeon, Adrian Dollar to take a look and gain a quote for sign off at the next council meeting and to consult with the residents in Oak Lane also.</li> <li>▪ Council agreed for the Payback team to be utilised for the cutting back of the Hawthorn bush on Bury Dyke, after the nesting season has finished in the autumn.</li> </ul>	WF  JM
16/818	<u>Sports Field (Min Ref. 16/783)</u> Council RESOLVED to Cllr. Goodger becoming the trustee to the new Sports Field Charitable Incorporated Organisation, on behalf of Council. The Clerk is to notify the Sports Field Chairman. Proposed by Cllr. Tolfts and seconded by Cllr. Hughes.	JM
16/819	<u>Ageing Well (Min. Ref. 16/785)</u> Cllr. Jamieson reported that she had not received any updates from DDC and suggested this item be taken off of the agenda until such time, further notification is received. Council agreed.	JM

ITEMS FROM PREVIOUS MINUTES		
16/820	<p><u>Centenary Field (Min. Ref. 17/789)</u></p> <p>Cllr. Tolfts suggested an area of Jubilee Wood be named in commemoration of the centenary of the Battle of the Somme, with a memorial cairn installed and a plaque fitted also. Cllr. Slater suggested that an area of the wildflower meadow would be suitable, with all in favour. Chairman Lowe agreed to put this proposal to the Jubilee Wood Committee at their next committee meeting.</p> <p>Cllr. Tolfts recorded his thanks to Fred Walton for conducting the service on 1<sup>st</sup> July at St Margaret's Church and to Ann Ward, Cllr. Fursman and all the children present for their input also. Cllr. Tolfts also reported that the handmade Somme plaque would be laid into stone and set by the memorial in the churchyard.</p>	RL
16/821	<p><u>Elms Farm (Min. Ref. 16/796)</u></p> <p>Council RESOLVED to wait until the developer has made their next move concerning the future of Elms Farm, before approaching them with an offer to purchase the land for public open space. Cllr Hughes stated that the Draft Neighbourhood Development Plan lists the land as a proposer Local Green Space. If the plan is 'made' with this agreed, it will not be possible for the land to be developed.</p>	RL
GENERAL MATTERS		
16/822	<p><u>Neighbourhood Plan</u></p> <p>Council discussed and made amendments to Draft Version 12 of the Draft Neighbourhood Plan and RESOLVED that the amended version can be used for the Pre-submission Consultation. Cllr. Hughes requested that Chairman Lowe and Cllr Slater forward written details of their detailed changes to ensure that these are incorporated in the draft correctly.</p> <p>Cllr Hughes briefed the meeting on the next steps required to get the Neighbourhood Development Plan 'made' and said that the target for this is Spring 2017.</p> <p>Chairman Lowe conveyed his thanks to the NP Steering Group and their Chairman, Colin Mynott.</p>	BH/JJ CC/IB RL
16/823	<p><u>Trees on Bucknills Lane</u></p> <p>Cllr. Fursman reported that he did not feel any of the trees on Bucknills Lane need tree surgery work. However, he had sought permission from the land owner to have the dead tree on Rectory Close cut down.</p>	WF
16/824	<p><u>Areas of Responsibility</u></p> <p>Council reviewed and amended the current list with the Clerk due to make the changes and re-circulate the list.</p>	JM
16/825	<p><u>Committee Responsibilities</u></p> <p>Council reviewed and amended the current list with the Clerk due to make the changes and re-circulate the list.</p>	JM
16/826	<p><u>Crick News Distribution</u></p> <p>Council reviewed and amended the current list with the Clerk due to make the changes and re-circulate the list.</p>	JM
16/827	<p><u>Vegetation – David Wilson Estate</u></p> <p>Council RESOLVED to employ the local Tree Surgeon Adrian Dollar, to cut back the vegetation on the public open spaces on the David Wilson estate.</p>	JM
16/828	<p><u>Playing Field Pavilion</u></p> <p>Council RESOLVED to support the proposed changes to the pavilion, but are currently not in a position to agree to support the changes to the car park or for a new footpath being installed, due to lack of funds and having had no liaison with the Playing Field Committee concerning this matter. The Clerk is to update the Scouts Group Leader accordingly.</p>	JM
16/829	<p><u>Arley House – Watford Road</u></p> <p>Cllr. Jamieson reported they had received concerns from the public relating to two large cracks which have appeared in the wall. Cllr. Fursman has reviewed the wall and has confirmed that the cracks are significant and the wall is leaning dangerously towards the highway. Council RESOLVED to write to the owners and request they have the wall professionally looked at, due to the hazard and danger it poses to the public.</p>	JM
16/830	<p><u>LED Street Lighting Update</u></p> <p>The Clerk reported that all of the street lights have now been converted to LED and that she was aware of a few teething problems, which Advanced have been notified of.</p>	

16/830	<p>It was reported by a number of council members that they do not believe the dimming from midnight has taken affect. The Clerk agreed to liaise with Advanced concerning this issue. Council RESOLVED to the payment of the below invoices, with the exception of the installation invoice 10086. Payment is to be held until the teething and dimmer issues have been resolved.</p> <ul style="list-style-type: none"> <li>▪ Invoice no. 10081 for supply of 30 x LED units at £5,430.00 (exc. VAT)</li> <li>▪ Invoice no. 10084 for supply of 40 x LED units at £7,240.00 (exc. VAT)</li> <li>▪ Invoice no. 10085 for supply of 40 x LED units at £7,240.00 (exc. VAT)</li> <li>▪ Invoice no. 10086 for installation of 120 x LED Units at £9,720.00 (exc. VAT)</li> </ul> <p>The Clerk is to consult Western Power concerning the change to LED to ensure the reductions in power costs are implemented. Chairman Lowe requested all council members to report back to the Clerk if they witness any lights which require vegetation cutting back, and requested Cllr. Fursman to get the vegetation at the lights near the Rectory to be looked at again. Chairman Lowe requested the Clerk to have a recommendation report circulated to council prior to the August meeting, for the awarding of the street light maintenance contract.</p>	JM  JM WF JM
16/831	<p><u>ACRE Publication</u> Council RESOLVED to the purchase of the Evidencing Rural Needs publication for the Neighbourhood Plan Steering Group at a cost of £65.00.</p>	JM
16/832	<p><u>37 Main Road (ex Braithwaite's property)</u> This item was discussed earlier in the meeting.</p>	RL/JM
16/833	<p><u>Street Naming – New Prologis Development DIRFT III</u> Council RESOLVED to Shenley Way being submitted to DDC as the proposed street name.</p>	JM
<b>PLANNING</b>		
16/834	<p><u>Planning Application DA/2016/0539 – Woolcombe Adams Farm, Lauds Road, Crick</u> Listed Buildings Consent for construction of single storey lean-to structure on gable end of stables Council RESOLVED to support this planning application.</p>	JM
16/835	<p><u>Planning Application DA/2016/0538 – Woolcombe Adams Farm, Lauds Road, Crick</u> Construction of single storey lean-to structure to the west gable end of Stables. Cladding of tin garage. Council RESOLVED to support this planning application.</p>	JM
16/836	<p><u>Planning Application DA/2016/0549 – Zone E, Plot 1, DIRFT III, Watling Street, Crick</u> Construction of a storage and distribution warehouse associated access road, car and HGV parking, footpaths, landscaping and other works, Zone E, Plot 1 Council RESOLVED to object to this planning application on the grounds of the height of the structure exceeding the original design brief for the site.</p>	JM
16/837	<p><u>Planning Application DA/2016/0550 – Zone E, Plot 1, DIRFT III, Watling Street, Crick</u> Construction of a storage and distribution warehouse associated access road, car and HGV parking, footpaths, landscaping and other works, Zone E, Plot 2 Council RESOLVED to object to this planning application on the grounds of the height of the structure exceeding the original design brief for the site. Chairman Lowe requested the Clerk contact Senior Planning Officer Eamon McDowell concerning the missing planning application / information for the new warehouse on Eldon Way.</p>	JM
16/838	<p><u>Planning Application DA/2016/0579 – Orchard Cottage, 8 Oak Lane, Crick</u> New raised roof construction to allow for second floor. Council RESOLVED to object to this planning application on the grounds of the height of the roof, which will result in the property not being in keeping with the street scene and neighbouring properties.</p>	JM
16/839	<p><u>Planning Application DA/2016/0390 – Crick Marina, West Haddon Road, Crick</u> Continued use of land adjoining the residential mooring for domestic purposes ancillary to the narrow-boat Linnet. Council RESOLVED to a no comment response to this planning application.</p>	JM
16/840	<p><u>APPEAL to Planning Application DA/2016/0177 – 7 Drayson Lane, Crick</u> Appeal against DDC's decision to refuse permission for Listed Buildings Consent for single storey flat roofed side extension with glazed link. Council RESOLVED to support this appeal.</p>	JM

COUNCILLOR UPDATES ON AREAS OF INTEREST		
16/841	<u>Barratt Homes</u> Chairman Lowe reported that the management had recently changed and that he is trying to set up a meeting.	RL
16/842	<u>David Wilson Homes</u> Cllr. Jamieson reported that DWH are due to leave site at the end of August and that no progress has been made concerning works to the drainage on Oak Lane. This item is to be deferred to the August meeting.	JM
16/843	<u>Highways Reporting/Updates</u> Cllr. Hughes reported as follows:- <ul style="list-style-type: none"> <li>• <b>Co-op Parking</b> – the Co-op has been advised by DDC that the works are subject to planning consent and minor highways works agreement, which they are currently obtaining.</li> <li>• <b>Works on A428 Roundabout</b> – works are being carried out to improve visibility. Some vegetation has been cleared at the Eldon/Dockham Way end of the bypass. Work will take place on 23/24 July at the canal bridge end, with road closure and diversion being put in place.</li> <li>• <b>Work on Watford Road</b> – Highways have advised council on 12 July that Watford Road would be closed on 14/15 July.</li> <li>• <b>Weight Limit Issues</b> – lorries have been ignoring the weight limits on Watford Road and the High Street, with the lorries turning right from the single track road from Watford Park. PCSO Les Conopo investigated the matter and established that the vehicles were working on the smart Motorway Project and were moving materials from a storage area on a farm off Watford Road. Costain Galliford-Try were notified and action has been taken to resolve the matter. Council agreed to monitor the situation to report back to Costain Galliford-Try at the August meeting.</li> <li>• <b>Street Doctor Reporting</b> – NCC Highways have stressed the importance of reporting highways issues via Street Doctor. Reports are held on a database and are used to prioritise work. The more reports received, the more likely it is that the work will be done when funding is restricted.</li> <li>• <b>Fence on Canal Bridge</b> – a new fence has been erected at the top of the grass bank where the footpath goes down to the canal towpath, which is Highways land. Neither Highways nor the Council were advised of this and neither authority knows who installed it. Although Highways have expressed they are happy for it to remain as it helps prevent accidents.</li> <li>• <b>Highways Traffic Engineer Meeting</b> – a meeting is to take place on 3 August, with Stuart Hoskins and Ian Boyes of NCC, to explore any quick actions that can be taken to ameliorate the congestion and parking issues in the village centre. These were the main issues raised at the recent Neighbourhood Plan Exhibition.</li> </ul>	BH

#### 16/844 ACCOUNTS

##### Accounts for Payment – Current Account

- Council RESOLVED to all of the below stated payments to be made, with all cheques signed by Cllr. Slater and Cllr. Hughes.
- The BACS payments authorisation form was approved by Chairman Lowe and Vice Chairman Jamieson.

Ref.	Payee	Description	Amount	Power to Pay
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>				
BACS	Josie Marlow	Clerk's July salary	£987.67	LGA 1972 S112
BACS	Josie Marlow	Clerk's expenses	£13.99	LGA 1972 S112
BACS	E.on UK Plc	Quarterly unmetered supply invoice (April-June)	£1,192.43	LGA 1957 S113
BACS	E.on Energy Solutions Ltd	Quarterly maintenance invoice 066609	£596.84	LGA 1957 S113
BACS	Stephen Hartwell	Grass cutting services Inv. 466	£1,244.40	Open Spaces Act 1906 SS9 & SS10
BACS	Stephen Hartwell	Grass cutting services Inv. 472	£1,424.40	
BACS	Enterprise Amey	Trade waste (Old School) July to Sept fees	£77.18	Waste (Eng. & Wales) Regulations 2011
BACS	William Garvin	Purchase of petrol for strimmers and clearing of gate at Yelvertoft Road	£55.00	Open Spaces Act 1906 SS9 & SS10
BACS	Viking Direct	Stationery order	£86.33	LGA 1972 S111

Ref.	Payee	Description	Amount	Power to Pay																				
<b>ONLINE PAYMENTS VIA BACS TRANSFER &amp; CHEQUE</b>																								
501131	William Fursman	Cllr. expenses	£20.00	LGA 1972 S112																				
501132	St Margaret's Church	Replacement cheque for 2016 grant	£900.00	LGA 1972 S140																				
501133	The Mower Shop	Purchase of 2-stroke oil for strimmers	£9.25	Open Spaces Act 1906 SS9 & SS10																				
501134	Police & Crime Commissioner	Annual PCSO fees	£3,373.00	LGA 1997 S31																				
501135	Greenbarnes Ltd	Supplied 2 x metal visitor signpost	£1,344.55	Highways Act 1980 S130																				
501136	Waveguide Lighting	1 <sup>st</sup> Invoice (10081) for LED street lighting installation	£6,516.00	LGA 1957 S113																				
501137	Ann Rouse	1 <sup>st</sup> Prize front garden competition	£35.00	LGA 1972 S137																				
501138	Mr & Mrs Kent	1 <sup>st</sup> Prize front garden competition	£25.00	LGA 1972 S111																				
501139	Mr & Mrs Ricketts	1 <sup>st</sup> Prize front garden competition	£10.00	LGA 1972 S111																				
501141	Mr Marks – Red Lion Pub	1 <sup>st</sup> Commercial Prize front garden competition	£25.00	LGA 1972 S111																				
501142	Royal British Legion Poppy Appeal	Supply of Somme wreath	£18.50	LGA 1972 S137																				
501143	Waveguide Lighting	2 <sup>nd</sup> Invoice (10084) for LED street lighting installation	£8,688.00	LGA 1957 S113																				
501144	Waveguide Lighting	3 <sup>rd</sup> Invoice (10085) for LED street lighting installation	£8,688.00	LGA 1957 S113																				
501145	Waveguide Lighting	4 <sup>th</sup> Invoice (10086) for LED street lighting installation	£11,664.00	LGA 1957 S113																				
<b>DIRECT DEBIT PAYMENTS</b>																								
D/D	NEST Pension Scheme	Employers & Employee Payments	£19.76	LGA 2004 & 2008																				
<b>DEBIT CARD PAYMENTS</b>																								
D/C	Elite Industrial Supplies	20 x Hi-vis jackets for litter picking group	£98.87	Litter Act 1983 SS 5,6																				
D/C	Nutley Garden Supplies	Copper grave indicators	£52.95	LGA 1972 S214																				
D/C	Crick Post Office	Crick News postage	£26.23	LGA 1972 S232																				
16/845	<b>Income</b> Council noted all income.																							
	<table border="1"> <thead> <tr> <th>Date</th> <th>Account</th> <th>Income Received</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>03/06/16</td> <td>DirectPlus Account</td> <td>Untaxed interest</td> <td>£2.35</td> </tr> <tr> <td>10/06/16</td> <td>DirectPlus Account</td> <td>Crick Sports Field Association – cricket pitch funds</td> <td>£16,681</td> </tr> <tr> <td>17/06/16</td> <td>DirectPlus Account</td> <td>NCC Empowerment Fund Grant – litter bins</td> <td>£609.00</td> </tr> <tr> <td>27/06/16</td> <td>DirectPlus Account</td> <td>Public Works Loan Board – street lighting loan</td> <td>£29,975.00</td> </tr> </tbody> </table>				Date	Account	Income Received	Amount	03/06/16	DirectPlus Account	Untaxed interest	£2.35	10/06/16	DirectPlus Account	Crick Sports Field Association – cricket pitch funds	£16,681	17/06/16	DirectPlus Account	NCC Empowerment Fund Grant – litter bins	£609.00	27/06/16	DirectPlus Account	Public Works Loan Board – street lighting loan	£29,975.00
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16/846	<b>Balance of Accounts</b> Council noted all balances.																							
	a). DirectPlus Account	£90,380.38																						
	b). Community Fund Account	£1,500.44	c). Fixed Rate Deposit Account	£32,776.98																				
16/847	<b>Finance Report – Quarter 1 2016</b>																							
	Council reviewed the 1 <sup>st</sup> quarter finance report, as circulated to Council prior to the meeting without comment																							
16/848	<b>Accounts Ratification</b>																							
	<ul style="list-style-type: none"> <li>▪ The Clerk reported that all VAT refunds had been received and that VAT returns for the LED street lighting invoices would be submitted on the 1<sup>st</sup> August.</li> <li>▪ The Clerk reported that the Church Secretary had confirmed that the original cheque (no. 501122) had been lost and had requested a replacement cheque. Cheque no. 501122 has been cancelled.</li> </ul>																							
<b>CIRCULATIONS TO NOTE</b>																								
16/849	Council noted all circulations.																							
16/850	<b>ITEMS FOR NEXT AGENDA</b>																							
	<ul style="list-style-type: none"> <li>• Replacement bench - Main Road (outside of the Post Office)</li> <li>• Review of all parish benches</li> <li>• Ideas for parking and double yellow lines</li> </ul>																							

Signed: ..... **Roger Lowe – Chairman to Crick Parish Council**

Date: 15 August 2016