

Stowe Nine Churches Parish Council

Chairman: Mrs Sharon Henley

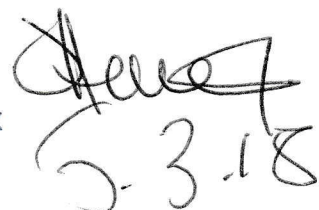
Temporary Clerk: Mrs Julie Francies
Meadowcroft
Main Street
Church Stowe
Tel: 07747 690557

Minutes of the Ordinary Meeting held on 29th January 2017

Present: Sharon Henley (Chairman), Julie Francies (Temporary Clerk), John Hillyard, Angela Brodie, Aly Taylor, Tony Sanderson.
Councillor Johnnie Amos.
6 Parishioners

Minutes:

1176. Apologies for absence.
David Lane (Vice Chairman) and Tony Teague unable to attend due to illness.
1177. Declarations of interest for items on the agenda.
None.
1178. Resolution to sign and approve minutes of Ordinary Meeting dated 18th December 2017.
Resolved – Signed by the Chairman.
1179. Matters arising from previous minutes for update only.
- i. Appropriation of grass verge.
The Chairman arranged for NCC Highways to inspect the site. The Inspector could see no evidence of the site being used as an extension to a garden or garage. NCC Highways confirmed that a highway verge remains highway in perpetuity regardless of any superficial surface treatment.
Resolved – It was agreed that this matter can be closed.
- ii. Air BnB.
Nothing else has been received on this matter from DDC Enforcement Officer Adam Kite. This no longer appears to be an issue and there have been no further complaints received from Parishioners.
Resolved – It was agreed that this matter can be closed.
- iii. Parish Clerk position - Recruitment process, Contract, Information handed over and Training.
Heidi Carascon has now left her position as Parish Clerk and Julie Francies has taken over as Temporary Clerk via her business, Julie Francies Business Support whilst a recruitment process takes place. The vacancy has been advertised in the NCalc E Bulletin with a closing date of 5th February 2018. Julie has applied for the role on a permanent basis through her business and to date no other applications have been received.
- A list of the items handed over from the previous Parish Clerk has been documented, however computer files had been corrupted prior to handover, therefore all of Wanda's work has been lost. Julie Francies advised that electronic files received along with work completed since she has taken over has been backed up elsewhere.
1180. Training has been booked for Aly Taylor in August and the new Parish Clerk in April.
Planning applications received.


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None.

1181. Planning approvals – Review of past planning applications.

None.

1182. Planning application update.

Tony Sanderson raised concern regarding the positioning of the Eco house due to be built in the Parish. There was also some discussion about whether or not the site was archaeological and required further work before building could commence.

AP – Tony Sanderson to check plans with DDC and enquiry about any exploratory work that needs to be completed and report back at the next meeting.

1183. Village Design Statement.

The Chairman read an update provided by Tony Teague regarding the VDS. The Chairman reiterated that the VDS is a document that will be written by the community, overseen by the Parish Council. Sharon confirmed that she has emailed the invitation for the first working party meeting on Monday 5th February at 8pm to J.Peters. All Parishioners that expressed an interest to help with this project have now been contacted. A discussion took place as to whether the invitation should be extended to the whole village. Enquiries regarding the VDS project to Tony Teague.

Resolved – Due to the high number of Parishioners that have already volunteered to help write the VDS, it was agreed not to communicate the next meeting to the entire village as increased numbers would be impractical to manage.

1184. Statement of accounts/ accounts for payment.

Statement of account at Nationwide £1910.17 as at 18th January 2018.

Statement of account at Lloyds Bank £0 as at 29th January 2018. (new bank account)

The Chairman confirmed that expenses had been checked and finances appeared to be in order.

The Chairman reminded Councillors that we have agreed to pay Heidi Carascon her final pay on a monthly basis, over a six month period. A cheque request for £170.08 was signed by Sharon Henley and Jon Hillyard for Heidi's third payment.

1185. Budget 2018/2019

i. Resolution to approve the 2018/2019 budget which was discussed and agreed at the December meeting.

ii. Resolution to approve the Reserves Policy for 2018/2019.

The Chairman read the Reserves Policy for 2018/2019, which had previously been circulated to Councillors and asked for their vote to approve the Reserves Policy and Budget for 2018/2019.

Resolved – Councillors accept and agree the Reserves Policy and Budget for 2018/19.

**Proposer for acceptance of both the Reserves Policy and Budget for 2018/19 – Jon Hillyard
Seconded by Angela Brodie.**

iii. Resolution to precept DDC for the year ending 31 March 2019 as agreed in the December meeting for the sum of £4500.

Resolved – It was agreed to precept DDC for the sum of £4500 for financial year 2018/2019. (The deadline for application of the precept was 24th January, therefore the form had been completed and returned prior to this meeting.)

1186. Community Defibrillators.



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A query was raised regarding who checks the batteries in the defibrillators and if the code should be recommunicated.

AP – Clerk to make enquires as to who is responsible for checking the batteries and report back at the next meeting.

AP – Clerk to communicate the code and who is trained to use the equipment on the village Facebook page.

AP – Clerk to request the article that is planned to go in the village newsletter from H. Walker and circulate to councillors before publication.

1187. Radar Memorial.

The Chairman has written to Mr Judkins to thank him for talking to Highways England and DDC in an attempt to persuade them to provide a brown sign in the A5 to advertise the Radar Memorial. The Chairman explained that we have to have a 'visitor centre' and some car parking before a brown sign will be approved. A discussion ensued regarding the positioning of a car park as the memorial site is on a sharp bend and the fact that land would need to be purchased. Councillor Johnnie Amos highlighted some opportunities for grant or lottery funding, however concerns were raised regarding ongoing upkeep of the visitors centre and car park in terms of cost and manpower.

Resolved – It was agreed that before this project is progressed any further, the Chairman and Clerk should consult with the NCC Highways to establish where they feel a car park would be best placed.

1188. Northants County Council.

i. Notification of roadworks Kilsby to Tove.

Ground, tree and shrub clearance work is planned between 19th February and 31st March 2018

AP – Clerk to communicate the Press release on the village noticeboards and PC website/village website page.

ii. NCC Budget consultation.

The Chairman read a letter from NCC regarding budget cuts.

1189. Daventry District Council.

i. Report of meeting with Policy Officers re: DDC settlement and countryside plan part two.

The Chairman had attended a meeting with DDC Policy Officer Mr Tom James to discuss the reasons behind Upper Stowe's designation as a hamlet and Church Stowe's designation as an 'other village' in the emerging Settlements and Countryside Plan part 2 hierarchy of villages and whether this would have any implications for further development in Church Stowe. The difference in designations was as a result of The Schoolrooms in Church Stowe being awarded 10 points as a community asset. Despite the differences in categorisation development would still be restricted in Church Stowe to within the notional 'village confines' whereas Upper Stowe would only be able to have development that was allowed in the open countryside. On the basis that the differing designations would have no detrimental effect on the Parish the council had raised no objections to the consultation.

ii. Smart Meter roll out.

The Chairman read the communication received regarding Smart Meters and advised that leaflets are available.

AP – Clerk to put a leaflet on each of the village notice boards.

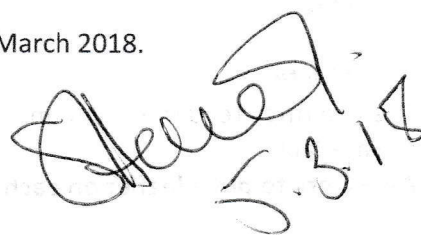
iii. Changes to Electoral Register.

The Chairman explained that this document was sent with password protection and we have only just received the password to review it.

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AP – Clerk to move this item to the March meeting agenda.

1190. Footpath Warden Report.(Chris Ripper)
Reports will recommence in the Spring. No concerns raised to date.
1191. NCALC
i. Transparency Fund.
The Chairman asked if Councillors and the Clerk considered it necessary to claim under the Transparency Fund. Tony Sanderson raised a query regarding alternative web hosting options that may enable a cost saving.
AP – The Chairman, Clerk, Aly Taylor and Tony Sanderson to conference call on Sunday 4th February at 4pm to discuss requirements and options, so that the application can be sent ahead of the 5 February deadline.
1192. Complaint regarding the historic village website
An anonymous letter had been received regarding the lack of inclusions of Agendas or Meeting Minutes on the website since April 2017. The Clerk had investigated this and the complaint appears to be regarding a historic website, not the current Parish Council website (<http://www.stoweninechurches-pc.org.uk>), where recent minutes and agenda are visible.
Resolved - Steps have been taken to address the content published on the historic website.
1193. A5 Remedial works update.
The Chairman read an update provided by Highways England. She explained that the roadworks have been delayed due to unforeseen circumstances, but planned completion is 9th February 2018. Concerns were raised regarding drainage at either side of the Parish on the A5.
AP – Clerk to raise a query with Highways England regarding the issue of ongoing maintenance of drains along the A5.
AP – Clerk to put on the village Facebook page.
1194. Meeting dates for 2018.
The Chairman gave dates for the remaining meeting dates in 2018 and explained that due to a typographical error, the AGM , Annual Meeting of the Parish Council & Ordinary meetings should have been noted for May.
5 March
16 April
21 May – AGM , Annual Meeting of the Parish Council & Ordinary meeting
25 June
6 August
17 September
29 October
10 December
1195. The meeting closed at 21.10pm. Next meeting 5th March 2018.


A handwritten signature in black ink, followed by the date '5.3.18' written in a similar style.