



CLIPSTON PARISH COUNCIL

c/o 20 Styles Place, Yelvertoft, Northamptonshire, NN6 6LR

Email: clerk@clipstonparishcouncil.org

Website: <http://www.clipstonparishcouncil.org.uk>

Minutes of the Ordinary Parish Council Meeting

Held on Wednesday 3rd May 2023 at 1930 hrs.
in Clipston Village Hall.

Attendees: Chairman Councillor Amanda Wilford, Councillor Anthony Price, Councillor Robert Burnham
Councillor Angela Fellowes and Councillor Ian May

Clerk: Mrs Clare E Valentine (minutes) and Exiting Clerk Felicity Ryan.

1 Member of Public present

180/23	APOLOGIES Apologies received and accepted from Councillor Kemsley-Pein (personal) and Councillor Warren (Personal).
181/23	DECLARATIONS OF INTEREST No declarations of interest.
182/23	COMMENTS FROM THE PUBLIC No comments
183/23	UPDATE FROM UNITARY COUNCILLORS It was noted a report was received from Unitary Councillor Harris which was circulated to the Parish Council. Councillor Price raised a couple of questions for the next meeting regarding the Unitary Councils reported deficit and expanding on the health and well being strategy information. Clerk to request Councillor Harris attend the next meeting.
184/23	APPROVAL OF MINUTES It was RESOLVED to approve the March 2023 minutes with amendments 151/22 "...opposite entry into Bassett Way..." 154/22 changed to "brought" not "bought". It was RESOLVED to approve the April 2023 minutes add to bottom of page "The village green deeds were retained by Councillor Price pending a final decision by the Council". The March and April 2023 minutes were signed as a correct record.
185/23	ACTION POINTS FROM THE LAST MINUTES <ul style="list-style-type: none">It was RESOLVED Councillor Price is to ask Wartnaby Hefford if they charge for storing files, and if they would keep the village green deeds. Noted to also check and confirm if the village green and the pond are registered with land registry.It was RESOLVED to approve Clare Valentine as the Clerk - Proper Officer, and Responsible Financial Officer (LGA 1972 s151) to Clipston Parish Council.It was RESOLVED to co-opt Toby Alderson-Smith as Parish Councillor and the Declaration of Acceptance of Office and Registrable Interests was signed.It was RESOLVED Councillor Price is looking into the matter of completing the relevant forms to register The "Bulls Head" public house as an Asset of Community value. Update on the progress at the next meeting.



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FINANCE AND POLICIES

- It was **RESOLVED** to approve the addition of Clare Valentine to the Unity account and the removal of Felicity Ryan. Signatories to check their access to the online Unity accounts is ok.
- It was **RESOLVED** to approve the transfer of £20,000.00 to the Unity account aim start of June so HSBC cheques clear first. HSBC account position (closure) to be reviewed at the next meeting.
- It was confirmed that the Euromec mower warranty and service contracts are in place and they are a recognised dealer. Documents to be stored in the village hall from the next meeting onwards.
- It is noted the new Clerk is to be paid monthly not quarterly.

It was **RESOLVED** to approval the following payments for May 2023

PC Expenditure MAY 2023		
F Ryan (Salary Feb/Mar/Apr) (to include amended backdated pay/salary correction	£1075.65	LGA 1972 (s112)
HMRC (Tax)	£268.80	LGA 1972 (s112)
CPRE (Annual Membership)	£81.63	LGA 1972 (s111)
Spratton Parish Council (Bus contribution)	£787.37	Transport Act 1985, s.106A
BHIB Insurance (2 nd of 3 rd term)	£624.64	LGA 1972 (s111)
Luxury Wood (posts for signs)	£247.80	LGA 1972, section 144
Northants CALC (Internal audit & Sub)-cancelled	£689.65	LGA 1972 (s111)
Total	£3775.54	

APPROVAL OF ANNUAL RETURN

It was **RESOLVED** to approve the Internal Audit Report 2022/23. Section 1 Annual Governance Statement 2022/23 and Section 2 Accounting Statement were signed accordingly. To note the RFO completing and signing the AGAR 2022/23 is Clerk/RFO Felicity Ryan with Chairman Wilford.

TO REVIEW AND ADOPT THE POLLOWING POLICIES:

- Mower risk assessment and to receive driver paperwork- It was **RESOLVED** Councillor Price is to amend and recirculate the document as it requires further work. Outstanding copies of driving licences to be forwarded onto the Clerk.
- It was **RESOLVED** to approve the Standing orders.
- It was **RESOLVED** to approve Financial Regulations
- It was **RESOLVED** to approve Operational Risk Assessment
- Equalities Statement It was **RESOLVED** to approve – noted spell check required.
- It was **RESOLVED** to approve the Complaints Procedure
- It was **RESOLVED** to approve the Insurance Policy
- It was **RESOLVED** to approve GDPR
- It was **RESOLVED** to approve NCALC as the DPO Appointment
- It was **RESOLVED** for the new Clerk to update the Model Publication Scheme and circulate.

It was **RESOLVED** to sign up to the Arm Forces Covenant with amendments made to sections 1.1 and 2.1 of the agreement so it is specific to Clipston.



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187/23	PLANNING APPLICATIONS			
	Decision notices :			
	WND/2022/1109	Clipston Endowed Primary School, High Street, Clipston, Northamptonshire, LE16 9RU	Listed building consent for installation of new black painted mild steel railings to front boundary wall with fixings to top and bottom of each pier.	28/12/2022 06/04/2023 Approval
	WND/2023/0053	2, Buswell Court, Clipston, Northamptonshire, LE16 9UR	Construction of single storey side extension.	18/01/2023 11/04/2023 Approval
	WND/2023/0009	9, High Street, Clipston, Northamptonshire, LE16 9RU	Construction of new boundary fence to rear of property and replacement of paving slabs to yard area.	21/12/2022 13/04/2023 Approval
	WND/2023/0181	26, Harborough Road, Clipston, Northamptonshire, LE16 9RT	Installation of dormer to east elevation	01/03/2023 20/04/2023 Approval
188/23	WND/2023/0135	The Old Rectory 1, Church Lane, Clipston, Northamptonshire, LE16 9RW	Work to trees subject of tree preservation order DA 425	02/02/2023 21/04/2023 Approval
	VILLAGE MAINTENANCE			
	Date	REF	Issue	Status/Action
	May 23	4313946	Kelmarsh Road bends hedges. Reference : 4313946	Await update
	May 23	4006830	Pothole on Station Road	Completed
	May 23	n/a	Overgrown hedge at the Paddocks	Highways to contact can take up to 4mths
	May 23	3901102	Overgrown vegetation	Ongoing
	May 23	101002694995	Harborough & Naseby Road – Leaves and debris on footpath :	Ongoing
	May 23	n/a	Street light in need of repair 21 Kelmarsh Rd	Clerk to progress
189/23	May 23	4314063	Pothole in need of repair at 16 Church Close	Completed
	May 23	4314059	Loose kerbstones outside 2 High Street	Completed
	CONSULTATIONS			
	<ul style="list-style-type: none"> Boundary consultation - It was noted that Unitary Councillor Harris report noted the ward changes and Clipston proposed to be included with East Farndon and Walgrave. Council to investigate and consider responding. Health and Wellbeing Strategy survey - It was reported by Councillor Price that the survey is complex and lengthy. It was discussed the PC do not have enough knowledge on the matter having not had to deal with 			



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	<p>this topic previously and do not have the supporting information. It was RESOLVED to defer the survey and comment on the draft. It was noted to ask Councillor Harris to attend the next meeting to ask him about it.</p> <ul style="list-style-type: none"> Electricity and Streetlighting - The Clerk (FR) reported receiving a list of lighting from E. On Maintenance that will need eventually upgrading to LED where the existing units are discontinued. It was RESOLVED to add the matter to the next agenda. Clear Utility have provided a street lighting energy quote. It was RESOLVED having reviewed this quote with a YU Energy tariff fixed for 3 years, that it is currently better to remain with the existing E. On contract and monitor the prices.
190/23	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> PLR alerts - It was RESOLVED for the Clerk to send the Chairman the information to register as a PLR. Neighbourhood Plan survey - Noted and circulated. Mowing of verges - It was RESOLVED for the Clerk to update the resident who had enquired about wild flower areas, that the mowing team will endeavour to leave the three sections of grass. This will be left so it can be managed as a wild area. Kelmarsh Road/Harborough Road. Streetlight 7 - It was RESOLVED the Clerk will investigate if it is possible to reduce the brightness of the light but not to the detriment of public safety. Land at Naseby Rd/Gold Street - It was noted the area in question awaits a decision/ report concerning a planning matter so it was felt no further matters can be looked into at the moment and the PC should await the planning decision. Planning Services update - It was noted. Mower warranty – It was noted as resolved.
191/23	<p>ANY OTHER BUSINESS (for discussion only no items can become decisions)</p> <p>Village hall – land registry</p> <p>Employment related policies in the Clerk's contract</p> <p>Meeting closed at 21:20</p>