

**Minutes of the Ordinary Meeting of Guilsborough Parish Council held in Guilsborough Village Hall**

**Monday, 3 October 2022 at 7.15 pm**

Present: Cllr D O'Neil (Vice Chairman) Cllr I Miller, Cllr G Metcalfe, Cllr S Caldwell, Cllr K Fulcher and District Cllr C Morton.

**156.2022 Public Forum**

There were no members of the public present.

**157.2022 Resolution to accept apologies for absence**

Apologies were received and accepted from Cllr A Hart (Chairman), Cllr L Phillips, Cllr S Harris and the Clerk, Mrs C Holifield. In the absence of the Chairman, the Vice Chairman, Cllr D O'Neil was elected to take the chair. In the absence of the Clerk, Cllr K Fulcher took the minutes.

**158.2022 Declarations of interest for items on the agenda**

None

**159.2022 Resolution to consider written requests for dispensations on agenda items**

None received

**160.2022 Resolution to sign and approve the minutes from the previous meeting held on 5 September 2022**

The minutes of the meeting held on 5 September 2022 were circulated prior to the meeting. The Chairman asked if there were any amendments required. It was then resolved to approve the minutes which the Chairman of the meeting then signed.

**161.2022 Matters arising (for information only)**

**161.2022/1 Update on White Lining request to Highways**

It was reported that Highways had stated that they would be raising a works order for the white lining of the parking spaces on the High Street and had also been asked to consider going over all the white lines in the village at the same time as they were disintegrating.



## **162.2022 Village and Other Matters**

### **162.2022/1 Consideration and approval of quotation to carry out the work relating to the three yearly tree inspection**

Cllr Metcalfe outlined the details of the three quotations (in the amounts of £700, £780 and £1370) received for the works to the village trees to be carried out in accordance with the tree safety inspection report.

After discussion, it was resolved to award the work to Maurice Fitch who had carried out the tree inspection survey. His quotation for the work was £780.00 (excluding VAT).

### **162.2022/2 Consideration of location and possible purchase of new speed awareness device**

In the absence of Cllr Hart, it was agreed to carry this item forward to the November meeting.

### **162.2022/3 Inspection of Cob Barn Thatch for insurance purposes**

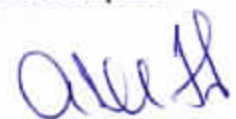
It was noted that Russell Fox, Master Thatcher, had carried out the annual inspection of the thatch roof of the Cob Barn and had reported that no works were required as it was still in good condition.

### **162.2022/4 Consideration of proposal to change boundaries for West Northants Council**

After discussion, it was resolved that Guilsborough Parish Council would wish to stay in the current grouping under Long Buckby Ward.

### **162.2022/5 Consideration and approval, if appropriate, of purchase of replacement litter bins at a cost of £325 each (excluding VAT and fittings)**

It was resolved in principal to purchase three replacement Broxap Derby slimline bins in dark green to replace the litter bins currently located at the Bus Shelter, Church Hill and Cold Ashby Road. To be taken forward to November meeting for Clerk to advise which budget had surplus funds to transfer to Street Furniture budget as decided not to use the Compass Energy donation for this purpose.



**162.2022/6 Consideration and approval of quotation to trim/mow footpath in Wells Lane**

It was resolved to accept the quotation from Mark Hazle to trim the footpath at a cost of £40.

**162.2022/7 To approve quotation of £25 from Mark Hazle to erect commemorative plaque for Sakura Cherry Trees in cemetery.**

It was resolved to accept the quotation of £25 from Mark Hazle to erect the commemorative plaque in the new cemetery.

**163.2022 Planning**

**163.2022/1 New applications**

**WND/2022/0584 (amended) – Guilsborough Church of England Primary School**

Installation of an air source heat pump (part retrospective)

The Council considered the application and made the following observation:

*Based on the Planning Officer's email of 21 September 2022 the Council had no objections.*

**WND/2022/0807 – Bramstead House, Nortoft, Guilsborough**

Alterations to existing vehicular access including new pillars, walls, surfacing and gate.

The Council considered the application

*No observations*

**163.2022/2 Completions**

None

**164.2022 Finance**

**164.2022/1 Receipts**

It was reported that 2<sup>nd</sup> instalment of the Precept of £16,112.50 and 25p of bank interest had been received into the Council's bank accounts.

**164.2022/2 Payments**

It was resolved to approve and sign off the following payments.



Details	Invoice Number	Amount (£) including VAT where applicable	Payment Method
Clerk's October salary	n/a	516.48	Online
HMRC – PAYE on Clerk's salary	n/a	129.00	Online
Clerk's Office expenses	n/a	28.00	Online
Mark Hazle – Village Mowing x 2	1349/1369	950.00	Online
Maxmow – mowing small playing field x 1	083	50.47	Online
Guilsborough Village Hall – Room Hire (Sept 22)	690	20.00	Online
E-on – Street Light Maintenance (Jul to Sept 22)	114115	174.90	Online
Village Link – Advertising August to December	n/a	70.00	Online
HSBC – Bank Charges September 2022	n/a	5.00	DD
Npower – Street Light Electricity (August 22)	4635501	195.49	DD

#### **164.2022/3 Bank reconciliation for period ended 30 September 2022**

The Clerk had circulated the bank reconciliation for the period ended 30 September 2022 showing a balance at bank of £41,240.03 which was signed by the Chairman of the meeting.

#### **164.2022/4 Appointment of Councillor to carry out Internal Finance Checks**

It was agreed that Cllr S Caldwell would take over the responsibility for carrying out internal finance checks from Cllr S Harris.

#### **164.2022/5 To approve the transfer of £1,500 from Local Government Contingency budget to Village Contingency Budget to cover the donation made to the Village Hall emergency roof fund**

It was resolved to transfer £1,500 from the Local Government Contingency budget to the Village Contingency budget to cover the donation to the Village Hall.

#### **165.2022 Playground Report and Update on Fund Raising Group**

In the absence of the Cllr Hart there was no playground report. It was stated that the barn dance organised by the Playground Fund raising group has raised £2,400. A thank you letter to be sent to the Committee and Lyndsey Burton and family for their efforts.

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### **166.2022 Highways**

In the absence of Cllr Phillips no report available.

### **167.2022 Street Lights**

Cllr Metcalfe reported that street light number 36 on the corner of Nortoft./Cold Ashby Road was no longer working. Clerk to report to E-on.

### **168.2022 Parish Assets Inspection Report**

Cllr Miller stated that the memorial bench was still awaiting installation in the bus shelter.

### **169.2022 Village Trees**

Cllr Metcalfe stated that the problem with the trees in Neaton Lane was now being resolved by the householders as this was not the responsibility of the Parish Council.

### **170.2022 Footpath Warden Report**

Cllr Metcalfe stated that a parishioner had reported a sprouting tree stump near Well Lane. The matter had been discussed with the residents but it was not the responsibility of the Parish Council to resolve.

### **171.2022 Police Liaison Representative's Report**

In the absence of Cllr Harris no report available. Cllr Caldwell agreed to take over responsibility for this role in the interim.

### **172.2022 Items for Village Link**

Cllr Fulcher stated she would include the clearing of vegetation on the Well Lane footpath and the new bench with photo if installed in time for the next edition.

### **173.2022 Correspondence received**

- Email from parishioner concerned about the lack of a Neighbourhood Watch co-ordinator – matter to be taken forward as an agenda item in November.



**174.2022 Items for next meeting – Monday, 7 November 2022 at 7.15 pm**

- Neighbourhood Watch Co-ordinator
- Street Light Electricity Supply Contract
- Speed Awareness Device
- Consideration of items for Precept calculation for 2023-24
- Budget transfer for purchase of litter bins

Meeting closed at 8.30 pm

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