

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

**Monday, 9 October 2023 at 7.15 pm**

Present: Cllr A Hart (Chairman), Cllr I Miller, Cllr L Phillips, Cllr S Harris, Cllr S Caldwell, Cllr G Metcalfe, Mrs C Holifield (Parish Clerk) and Unitary Cllr C Morton

**158.2023 Public Forum**

Unitary Cllr Morton had nothing to report

**159.2023 Resolution to accept apologies for absence**

Apologies were received and accepted from Cllr O'Neil.

**160.2023 Declarations of interest for items on the agenda**

None

**161.2023 Resolution to consider written requests for dispensations on agenda items**

None received

**162.2023 Resolution to sign and approve the minutes from the previous meeting held on 11 September 2023**

The minutes 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 then signed.

**163.2023 Matters arising (for information only)**

**163.2023/1 Update on request to change ward name from Naseby to Guilsborough**

The Clerk stated that the Council's written request for the name of the Ward to be changed had been rejected but could be reviewed again in 5 years.

**163.2023/2 Update on attendance at NCALC annual conference**

The Chairman stated that he had attended the conference. The key speech by Danny Moody was the impact of Artificial Intelligence on Parish Councils. He had also obtained information regarding dedicated emails (see below).

**164.2023 Village and Other Matters**

**164.2023/1 Consideration of review of Parish Council website to include dedicated mailbox addresses for Councillors**

The Chairman stated that he had spoken to a representative of Parish Online at the conference. Following discussion it was unanimously resolved to change the Council's website to Parish Online which would improve accessibility and give access to 20 dedicated email boxes and would include the SSL certificate for an annual cost of approximately £350. Chairman and Cllr Caldwell to action.

*Arlet*

**164.2023/2 Consideration of annual playground inspection report**

The Chairman stated apart from what was already known, the swings required attention but rather than take any action and costs at present, he would prefer to wait for the outcome of bids being made by the Playground Fund Raising Group (see below).

**164.2023/3 Consideration as to whether to reinstate the Community Donation policy and, if so, what changes need to be made to the policy.**

After discussion it was resolved not to reinstate a policy at this time but to reconsider the matter at the September 2024 Parish Council meeting to give time for bids to be received prior to setting the budget for 2025 should the policy be reinstated at this time.

**164.2023/4 Approval of payment of £2,197.83 in respect of annual insurance premium and decision as to whether to enter into a 3 year long term agreement.**

It was unanimously resolved to made payment of £2,197.83 for this years premium and to enter into a 3 year long term agreement which would end on 30 September 2026. The Clerk stated that it was a requirement for a fire extinguisher to be installed in the Cob Barn by 31 October 2023. In addition, a weekly check on security would need to be documented. Cllr Phillips agreed to take responsibility for both matters.

**164.2023/5 Consideration of arrangements for D Day commemorations in June 2024**

The Chairman stated that he would like the Council to support the 80<sup>th</sup> anniversary commemorations for D Day in June 2024. It was unanimously resolved to budget a sum of £500 when calculating the precept for 2024.

**164.2023/6 Consideration of increase in rent for Cob Barn and Storage Lock-ups**

It was unanimously resolved to increase the rental for the Cob Barn to £430 per annum and the rental for the Storage Lock-ups to £325 per annum with effect from 1 April 2024. Tenants to be notified by Clerk.

**164.2023/7 Consideration as to what action to be taken about overgrown vegetation on High Street leading to Church Hill**

Cllr Philips to request assistance from a local contractor and if this was not successful to report back to Clerk.

**164.2023/8 Consideration of response to WNC Interim Bus Policy**

The Chairman stated the policy seemed overly complicated. He also stated that as John Hunt had resigned as Chairman of Spratton PC he was unsure if the funding for the Guilsborough bus would continue in 2024.

**165.2023 Planning**

**165.2023/1 New Applications**

None



## 165.2023/2 Completions

### 2023/6394/FULL – Fairwood House, The Green, Guilsborough

First floor extension

*Planning permission approved*

## 166.2023 Finance

### 166.2023/1 Receipts

2<sup>nd</sup> half of Precept of £16,112.50 and Cob Barn rental of £200

### 166.2023/2 Payments

It was resolved to approve the following payments:

Details	Invoice No	Amount (£) Includes VAT where applicable*	Method of Payment
Clerk's October salary	n/a	551.68	Online
Clerk's Office expenses – October	n/a	38.90*	Online
Guilsborough Village Hall – room hire	853	20.00	Online
Mark Hazle – Village mowing x 2	1682/1704	600.00	Online
Maximow – Small Playing Field mowing	258	54.70	Online
Gallagher – Annual Insurance Premium	526956609	2,197.83	Online
Wicksteed Leisure – Playground inspection	822753	158.40*	Online
E-On – Street light Maintenance	120205	284.40*	Online
HMRC – PAYE (July to Sept)	n/a	413.20	Direct Debit
N Power – Street Light Electricity (Sept)	8585398	192.04*	Direct Debit
HSBC – bank charges September	n/a	5.80	Direct Debit

### 166.2023/3 Bank reconciliation for period ended 30 September 2023

The bank reconciliation for the period ended 30 September 2023 showing a balance at bank of £47,977.45 was approved and signed by the Chairman.

### 166.2023/4 Report on Internal Finance Checks

Cllr Harris stated that she had carried out the quarterly internal finance checks and all was satisfactory.

### 167.2023 Playground and Fund Raising Group Report

The Chairman stated that the Group had had a meeting and the current balance was £14,140.50. Unfortunately, the barn dance did not provide the additional funds that were hoped for as it was not as well supported as the previous event. The Group had secured the service of an adviser who was assisting with the application for bids. It was hoped that funds totalling £75,000 could be raised from Biffa if a matching amount of £7,500 could be raised. The Clerk stated that the Council had budgeted for a donation of £7,500 this year. In addition, a bid to the Lottery small grants scheme was also being considered now that the maximum that could be requested had been increased to £20,000.



### **168.2023 Highways**

Cllr Phillips stated that the request to move the 30mph speed limit on the Cold Ashby Road back to the Guilsborough sign had been turned down. Council very disappointed and Clerk to raise this matter with the Highway Liaison Officer. Unitary Cllr Morton stated he fully supported the Council in bid to move the speed limit.

The Chairman stated that there was a footpath on the verge on this section of the Cold Ashby Road but it was now hidden under the vegetation on the verge. Clerk to request that Highways reinstate the footpath.

Cllr Phillips stated that parking problems continued in Pells Close. Cllr Caldwell to liaise with the Schools to advise parents collecting children to be considerate when parking and not block driveways or park on the verges.

### **169.2023 Street Lights**

The Clerk reported that the bright street LED in Pells Close had now been changed to the warm white LED that had been ordered. She had also reported number 41 in Nortoft to E-on as this was no longer working.

### **170.2023 Parish Assets including Speed Awareness Devices**

Cllr Miller stated that speed device was still on the High Street. Device to be moved to another location shortly. Clerk to contact TWM for additional clips once Cllr Miller had provided size of posts for the device to be fitted to.

### **171.2023 Footpath Report**

Cllr Metcalfe stated that he had not had a chance to walk the footpaths but would do so for the next meeting.

### **172.2023 Tree Warden Report**

Cllr Metcalfe stated he had nothing to report.

### **173.2023 Items for Village Link**

It was agreed that the following items would be included: Speeding in village, Councillor vacancies and Neighbourhood Watch

### **174.2023 Police Liaison Report**

Cllr Harris stated that PCSO Egdell was on long term absence. She had been provided with two new contacts and she would be keeping in touch with them.

### **175.2023 Schools and GPFA Liaison Report**

Cllr Caldwell stated that he had not had any contact with the schools.

### **176.2023 Correspondence received**

- Email re WNC Consultation on Interim Bus Policy
- Update from Long Buckby Library Hub

*AKH*

**177.2023 Items for next meeting – 13 November 2023 at 7.15 pm**

- Update on new Council website and dedicated email addresses
- Update on action to remove vegetation on High Street
- Update on 30 mph limit on Cold Ashby Road
- Meeting dates for 2024
- Items for Budget 2024
- Risk assessment for Speed Awareness Device

Meeting closed at 8.40 pm

A. Lee  
13th November '23