

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

Monday, 12 December 2022 at 7.15 pm

Present: Cllr A Hart (Chairman), Cllr D O'Neil, Cllr I Miller, Cllr G Metcalfe, Cllr S Caldwell, Cllr K Fulcher, Cllr L Phillips, Mrs C Holifield (Parish Clerk and Unitary Cllr C Morton

194.2022 Public Forum

There were no members of the public present and Cllr Morton stated that the budget for WNC was on target and that the Planning Department had now moved in it's entirety to The Forum at Towcester.

195.2022 Resolution to accept apologies for absence

Apologies were received and accepted from Cllr S Harris.

196.2022 Declarations of interest for items on the agenda

None

197.2022 Resolution to consider written requests for dispensations on agenda items

None received

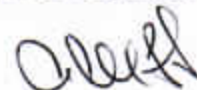
198.2022 Resolution to sign and approve the minutes from the previous meeting held on 7 November 2022

The minutes of the meeting held on 7 November 2022 were circulated prior to the meeting. The Chairman asked if there were any amendments required from those Councillors who had been present at the meeting. It was then resolved to approve the minutes which the Chairman of the meeting then signed.

199.2022 Matters arising (for information only)

199.2022/1 Update on Parking/Footpath Project on West Haddon Road/Guilsborough Academy

Cllr Phillips stated that following a verbal consultation with Highways that it would not be appropriate for the Parish Council to take the lead on this project which due to it's size and complexity should be the responsibility of Kier as WNC's Highways contractor. The Parish Council would support the project and attend any future meetings that were organised.



199.2022/2 Update on Purchase of Xmas Tree

Cllr Fulcher stated that a tree had been purchased from Troops in Brixworth at a cost of £125 and the Council commented that the erected and decorated tree looked good.

200.2022 Village and Other Matters

200.2022/1 Consideration and approval of grass mowing contract for 2023 and 2024 seasons

The Clerk stated that Mark Hazle had provided a quotation of £300 per cut (an increase of £15 per cut from the last contract). It was unanimously resolved that the Council would under Section 18.2 of the Financial Regulations suspend regulation 11.1(h) the requirement to obtain 3 quotations for the contract and award the contract for 2023 and 2024 to Mark Hazle.

200.2022/2 Consideration of location and possible purchase of new speed awareness device and 20 mph speed limit signs.

Cllr Miller stated that he had met with Mr Barber of Highways Regulation and that a number of locations had been identified as being suitable for a speed awareness device. It was stated that a sign recording registrations would not be worth purchasing as it had been confirmed that nothing could be done with this data. Clerk to chase the amended S50 Licence and matter to be taken forward to next meeting.

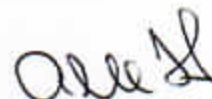
200.2022/3 Consideration and approval of annual weed killing contract for 2023 season

The Clerk stated that Mr Beevor the current contractor had agreed that he would carry out the same work for a maximum price of £600 for the year. It was unanimously resolved to award him the contract on this basis.

200.2022/4 Consideration of action to be taken in respect of parking on verges in village

The Council discussed the various locations where this was causing an issue. However, the main problem was the parking of vehicles on the verge on the West Haddon Road outside the playground entrance which was causing a potential safety issue with children using the playground. Cllr Phillips to speak to Highways about the possibility of reinstating the verge in this location.

The Clerk left the room at this point



200.2022/5 Consideration and approval of Clerk's pay rise in line with the National Agreement for Local Government Employees

In accordance with the National Agreement, it was resolved to increase the Clerk's pay from £14.67 per hour to £15.67 per hour and for this increase to be backdated to April 2022.

200.2022/6 Clerk's Annual Staff Appraisal

Cllr Fulcher stated that she had carried out the Clerk's annual staff appraisal. All satisfactory and it was resolved to increase the Clerk's working at home allowance from £22 per month to £25 per month. Updated contract and report to be completed at January meeting.

The Clerk returned to the meeting today.

200.2022/7 Support available for Parishioners during current Cost of Living crisis

Cllr Phillips suggested that the Council should see whether they could support any local organisations in providing assistance to parishioners in the current cost of living crisis. The Clerk stated that WNC were providing grants of up to £500 for organisations to provide warm spaces and details could be provided to any local groups if required. Cllr O'Neil stated that the Village Hall were already making enquires in this respect. It was agreed that Cllr O'Neil would approach the MMM Group and the landlord of the Witch & Sow in respect of the possibility of holding coffee mornings/tea afternoons and for the matter to be discussed again at the January meeting.

200.2022/8 Consideration of provision of contribution towards the Memorial Bench

Cllr Miller asked whether it might be appropriate to provide a contribution to the parishioner who had purchased the Memorial Bench now installed in the bus shelter. After discussion, it was resolved that the Council would provide ongoing maintenance but would not provide any donation towards the purchase cost.

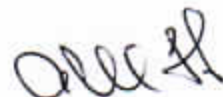
201.2022 Planning

201.2022/1 New applications

WND/2022/1038 14 Pells Close, Guilsborough

Installation of Platform lift to front of property

The Council had no observations to make on this application.



201.2022/2 Completions

None

202.2022 Finance

202.2022/1 Receipts

The Clerk reported that she had banked £34.10 relating to Jubilee donations.

202.2022/2 Payments

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

Details	Invoice Number	Amount (£) including VAT where applicable	Payment Method
Clerk's December salary and backdated pay	n/a	804.33	Online
HMRC – PAYE on Clerk's salary	n/a	237.15	Online
Clerk's Office expenses	n/a	35.95	Online
Long Buckby Hub – Donation	n/a	300.00	Online
Village Link – Advertising to March 2023	n/a	70.00	Online
Guilsborough Village Hall – Room Hire (Nov 22)	723	20.00	Online
NCALC – Vat recovery invoice	2428	62.20	Online
E-on – Street Light Replacement (number 46)	115140	307.80	Online
E-on – Street Light repairs	115519	54.00	Online
K Troop – Xmas Tree	n/a	125.00	Online
HSBC – Bank Charges (November 22)	n/a	5.80	DD
Npower – Street Light Electricity (Oct 22)	5270623	218.44	DD

202.2022/3 Bank reconciliation for period ended 30 November 2022

The Clerk had circulated the bank reconciliation for the period ended 30 November 2022 showing a balance at bank of £37,893.47 which was signed by the Chairman.



202.2022/4 Consideration and Approval of budget for 2023-24

A draft budget was presented to the meeting by Cllr Fulcher. After discussion, it was agreed that whilst the Precept amount could be decided (see item below) some of the budget categories would require adjustment and a finalised version would be given approval at the January meeting although the overall figure would remain unaltered.

202.2022/5 Consideration and approval of Precept amount for 2023-24

After discussion, it was felt that it would be inappropriate to increase the Precept amount for 2023-24 due to the current cost of living crisis affecting all parishioners. It was, therefore, resolved that the Precept request would remain at £32,225 and the Precept Request documentation was signed by the Chairman and Clerk for forwarding to WNC.

203.2022 Playground Report and Update on Fund Raising Group

The Chairman stated that all was satisfactory. No update from the Group,

204.2022 Highways

Cllr Phillips stated the closure of the Cold Ashby Road was due to a damaged drain. She said she would follow up on the white lining which had not been done to a satisfactory standard. Clerk to chase Highways about white lining the parking spaces outside Elm Tree House which had yet to be done.

205.2022 Street Lights

No new reports of faulty lights. Vegetation had been removed from the lantern of the street light number 37 but E-on would not carry out any further works to the tree. Cllr Phillips to check out who is responsible for offending tree by obtaining definitive map.

206.2022 Parish Assets Inspection Report

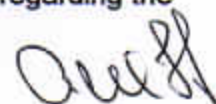
Cllr Miller stated he had nothing to report.

207.2022 Village Trees

Cllr Metcalfe stated he had nothing to report.

208.2022 Footpath Warden Report

Cllr Metcalfe stated he would follow up his previous Fix My Street report regarding the overhanging branches on the footpath by the McCalls.



209.2022 Police Liaison Representative's Report

Cllr Caldwell stated that he was waiting to meet up with PCSO Egdell to introduce himself.

210.2022 Items for Village Link

Cllr Fulcher stated that she would include the Precept, footpath on Church Hill, the Council's decision to update some further street lights to LED and the Council's request to Highways to re-instate verges

211.2022 Correspondence received

- NCALC Update November/December 22 – circulated by email
- Email from HomeStart Daventry and South Northants – circulated by email

212.2022 Items for next meeting – Monday, 9 January 2023 at 7.15 pm

- Purchase of speed awareness device
- Approval of adjusted budget for 2023-24
- Clerks Staff Appraisal documentation
- Parish Council donations policy
- Coronation celebrations
- Support to local groups for provision of Warm Spaces

Meeting closed at 8.50 pm

A. Caldwell

9th Jan '23