



Chairman: Councillor Martin Flanagan
Clerk and RFO: Maureen Holliday

**Minutes of a Meeting of Pitsford Parish Council held
Monday 8th January 2018 in the Village Institute, Pitsford at 7.30 pm**

Present: Cllrs Martin Flanagan (Chair), Alastair Kimbell, Martin Jaffrey, Edward Rogers, Stephen Trott, Keith Isaacs, Sarah Bentley, (7 members)
In attendance: Maureen Holliday, Clerk and RFO, 2 Members of the public

110/17 PUBLIC SESSION 15 mins:

Application No: DA/2018/0028
Description: Single storey front and rear extensions, raise height of roof over original building and new extensions to create first floor with front and rear dormers, and front porch
Location: 12, Broadlands, Pitsford, Northamptonshire, NN6 9AZ
Mr T Morgan attended the meeting with copies of the plans and an explanation of the works to be carried out. The owners have discussed the proposal with neighbours. Councillors were satisfied with all of the responses and the documents presented. They will make their decision when the application is confirmed.

111/17 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE: Apologies were accepted from Cllr Arnold (commitments)

112/17 DECLARATIONS OF INTEREST/DISPENSATION REQUESTS None relevant to items on the agenda requiring a decision.

113/17 RESOLUTION TO SIGN & APPROVE MINUTES OF MEETING HELD ON MEETING It was resolved to accept the minutes of the Council meetings 13 November, and 5 December, 2017 as a true record.

114/17 CO-OPTION OF COUNCILLOR – A casual vacancy has arisen on the Council and DDC confirm that no poll (by-election) has been called. The casual vacancy can be filled by means of Co-option, the Parish Clerk will advertise the vacancy for four weeks on the council notice boards, website and village newsletter.

115/17 Clerk Report - For Information Only

Millennium Spinney: The team are waiting for the weather to improve before continuing, the Clerk has asked if the area could be tidied up.

Water Leak in High Street: The Clerk has been in touch with Anglian Water who say that the responsibility for arranging repair is with the consumer, in this case the tenant. Anglian will follow up.

116/17 RESOURCES: Parish Council Resolved to Approve the following bank balances and payments

- a) **Bank Balances** : Community Account £50, Reserve A/c £31,221.06: Total £31271.06
- b) **Income received** : Interest £1.26
- c) **Receipts and Payments: Budget Summary, Bank Reconciliation - circulated**
- d) **Payment of invoices:-**

				Gross	VAT
08/01/18	Pitsford Royal British Legion	Wreath	1061	50.00	
08/01/18	Autela Payroll Services	Payroll Services Quarterly invoice	1062	38.40	
08/01/18	M Holliday	December Payroll	1063	260.39	
08/01/18	HMRC	Tax Q3	1064	195.40	
08/01/18	Society of Local Council Clerks	Training Portfolio fee	1065	250.00	
08/01/18	E Rogers	Materials to repair the High St shelter.	1066	318.29	56.57
08/01/18	E.on Energy Solutions	Repair & visor & cut branches 25	1067	55.97	9.33
08/01/18	ZOLL Medical Ltd	Extra defib pads	1068	160.80	26.80
		Total		1329.25	92.7

e) Impact of Budget cuts on future finances of the council.

Reductions in weed spraying, parish enhancement gang, rights of way inspection and enforcement, remove Empowering Councillors and Communities funding. Village maintenance.

Pitsford will be affected by cuts to the NCC Highways budget and fewer services will be available. Works by Highways that will be lost in general housekeeping of the village will be picked up by the Parish Council.

The Chairman, and Councillors have conducted a survey of works for attention. Division and allocation of monitoring for areas requiring attention has been carried out.

f) A National Pay Offer for Local Government employees has been announced to be considered. The new scales will apply from 1 April 2018, so need to be taken into account for 2018/19 budgeting. £173 per annum. Council to consider as part of budget. Council **Resolved** to approve.

g) Budget and Precept Demand for 2018/19 Final review of Draft Budget discussed at the meeting 13 November, 2017.

Council to discuss and agree the Precept application for 2018/19. Repairs to the directional sign on The Green were included in the budget but Mr P Forrest has offered to carry out the restoration for the cost of the materials.

The Clerk provided an update of the draft budget since the recommendations of the Resources Committee and discussion at the Parish Council meetings in November. Appendix 1. The Council unanimously **Resolved** to approve the Budget and Precept request of £24,936.00.

117/17 HIGHWAYS MOWING AND VILLAGE MAINTENANCE:

- i) **Bus Shelter in High Street:** Report from Cllr Rogers – The Parish Council complimented Cllr Rogers on the work carried out to restore the shelter. The work is almost complete, it needs another coat of paint on the old boards at the back. Most of the work was carried out by Mr Perrett assisted by Cllr Isaacs and Cllr Rogers. The shelter will be included in the village maintenance programme. The Parish Council unanimously agreed that a letter of thanks be given to Mr Perrett.

Action: Clerk to write letter of thanks.

Mr & Mrs Brown of High Street have kindly offered to pay the sum of £200 for the cost of the repairs to the bus shelter. The Parish Council unanimously agreed to accept this very kind offer.

Action: Clerk to write a letter of thanks.

- ii) **Bus Shelter, Northbound A508** – Council to review and agree action. Several people have suggested a second bus shelter on the Northbound side of the A508. The bracken and brambles around the bus stop have been cleared. It was **Resolved** to include a question in the Neighbourhood Plan questionnaire asking for opinions on the siting of a new bus shelter at this stop.

118/17 PLANNING – New applications can be viewed on the village website:

<http://www.pitsfordvillage.co.uk/planning>

a) Applications awaiting decision – discussed at Extraordinary Meeting on 5th December, 2017

Application No: DA/2017/1081 - Wickets, High Street, Pitsford,

Description: Reserved matters application (appearance, landscaping and scale) for construction of one dwelling and garage with new access drive from Ride Lane Wickets, High Street,

Response: Members **Resolved** to object on the basis of appearance, landscaping and scale. The proposed property being oversized for the position and out of keeping with the environment. The materials proposed are also out of keeping with the original and later built properties which are stone built. There will be a loss of privacy for neighbouring properties.

Application No: DA/2017/0895 **Trekking Centre, Moulton Road**

Description: Construction of trekking centre with associated accommodation for tourists and site manager, exercise courtyard, horsebox and car parking, new vehicular access to Moulton Road Land off Moulton Road, Pitsford, Northamptonshire

Response: Members **Resolved** to object to the application on the basis of overdevelopment of the site, health and safety concerns, no nearby bridleways or safe riding routes, no facilities on-site or in the village for guests and staff. Additionally there is the problem to horses and walkers of the narrow width of the road in two places entering the village from Moulton. There is no possibility of a footway. There was a recent vehicle collision on the bend adjacent to the property. Floodlights on the site will also be detrimental to the nearby observatory which is an important information collection point.

b) Recent Decision

Application No: PD/2017/0058 **Respond by 19 December Approved 19 December, 2017**

Description: Prior approval for change of use of barn to dwelling (Class A & B) Barn At Sedgebrook Lodge Farm, Pitsford Road, Chapel Brampton, NN6 8BB

Decision: Prior Approval Approved (a) & (b) 19 Dec 2017

119/17 Review of Pitsford Village Conservation Area: The District Council is undertaking a review of existing conservation areas and exploring the possibility of new designations. As part of this programme a review will be conducted of the existing Pitsford Conservation Area, which has not been fully reviewed since its designation in 1990.

The District Council will produce an Appraisal and Management Plan for the conservation area which, if adopted, would become a Supplementary Planning Document and would be a material consideration in the determination of planning decisions, alongside the Pitsford Neighbourhood Development Plan (should it be “made” at referendum).

The review is approximately scheduled to begin in the summer of 2018, and the review process usually takes roughly 6 months. The District Council will be back in touch nearer the time to begin the process.

The Council agreed that it is important to ensure that full attention is given to communicating when this will be undertaken, what it all means and the implications on properties and trees in the Conservation Area and the proposed Conservation Area. Information will be obtained from DDC to create a presentation board at the NDP Launch on 20th January.

Action: Clerk to obtain information and present at NDP Launch

120/17 PITSFORD SPORTSFIELD: to receive a report from the Chairman.

Overflow car park work is completed, the basketball net has been moved, repairs to the play area are yet to be completed. A general maintenance audit has been carried out and the showers need attention. The outside doors are in need of repair. It is uncertain whether the 2018 May Fayre will happen. No-one has yet stepped forward to run it in 2018. A small group are interested in driving it forward but not in 2018 because there is little time when considering refreshing the event.

Cllr Flanagan provided details of the income sources - 40% being from the Scouts and the Football Team. Cllr Flanagan asked Cllr Rogers if having only 2 Trustees rather than 3 mentioned in the Trust Deed was in any way leaving them exposed. Cllr Rogers said he did not think so. Cllr Flanagan suggested asking the Trustees to come along to the next Sportsfield Committee meeting.

Cllr Jaffrey suggested a village celebration of the Royal Wedding (Saturday 19th May).

Action: Cllr Flanagan to take the above suggestion to the Sportsfield committee

121/17 NEIGHBOURHOOD PLAN: (NP)

To receive a report from the Chairman following the Pitsford Neighbourhood Plan Working Group:

There are 4 members of the Council and good representation from 8 village residents on the Working Group. Some members have decided it was not for them and have left and new members have joined. The Launch will be on 20th January 2 – 6pm to inform and engage the village residents. Shortly after that the questionnaire will be distributed to every household. The Working Group have agreed to seek a consultant to inform and support the process. There will be a presentation to the Group on the 17th January.

Expenditure needed to be supported by the Council: Cllr Isaacs reported that the funding application is a protracted process, there is information that we do not have and a deadline to meet. The application has to be in by the end of January for funding until the end of March. Cllr Isaacs gave indication of likely costs.

Cllr Jaffrey suggested releasing funds to ensure that the launch and questionnaire happens properly. Cllr Flanagan commented; we can learn from what has been done wrong to date and feel confident that in releasing funds the launch/questionnaire will be presented professionally and on time. Councillors **Resolved** unanimously to allow up to £1,000 towards the launch and questionnaire costs.

Action: Clerk to communicate to the NP Working Group

122/17 POLICE: For discussion and resolution to approve action. circulated

a) **New Scheme - Police Liaison Representatives (PLR):** A meeting was held at Wootton Hall in November mixture of Parish Councillors, PLR’s Neighbourhood Watch (NHW) people. Danny Moody gave a very good summary of why they are looking for a PLR. There is far too much paperwork and documents fired to Parish Councils and a lot does not get the justice it deserves, especially on Policing. They want to take that Policing out of mainstream, put it through the PLR so he/she can go to the Parish Council and talk about it in more depth. Cllr Flanagan has discussed it with Mark Smalley, (NHW co-ordinator) and we have agreed that we will work together and use it as a vehicle to decide how and what we are going to do with the NHW. There has been no further communication from the Police. As a member of the NHW Cllr Flanagan has volunteered as the PLR who will keep Council advised. No cost involved, 2 meeting per year, the project will be reviewed later in the year.

b) Parish Sponsored PCSO Initiative: Chairman to provide report for discussion and action going forward. The Chairman and Clerk attended an update meeting. The proposed costs are £37,250, with £4,500 allocated to Pitsford (12% based on Schedule D of Council Tax base rate calculation). There are many questions to be answered but Pitsford will support the concept subject to satisfactory answers. The Council have budgeted £5,000 for the coming year as a cost. A single point of contact will be established for the group of Parishes involved. The PCSO will be employed by the Police but sponsored by the Parishes. Cllr Trott felt that it was good value given the pressures on Police financing.

123/17 CORRESPONDENCES (previously circulated): To discuss and agree action, if any

- a) Northamptonshire Libraries and Information Service Review 2017 Consultation to 13 Jan
The Clerk proposed circularising the village residents to engage them to respond to the consultation in order to save the libraries particularly as the community buildings are centred around the Library. The Council members agreed to this.
- b) Northamptonshire County Council 2018-19 Budget Consultation Phase 1 and 2
Consultation 1 is closed but Danny Moody commented that there was not enough information disclosed for Parish Councils to make a sensible response.

124/17 GENERAL CORRESPONDENCE RECEIVED Items received of interest to parishioners will be displayed on the Noticeboard or Social media where relevant.

125/17 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)

126/17 DATE OF NEXT MEETING – 12 March, 2018 7.30 pm, Village Institute, Pitsford

Meeting Closed at 21:00

Signed.....
Chairman

Date:

Meeting dates in 2018: 12th March, 14th May, 9th July, 10th September, 12th November Annual Parish Meeting 8th May

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