

Maureen Holliday, Clerk and RFO to Pitsford Parish Council  
Chairman, Martin Flanagan

**Minutes of the Meeting of Pitsford Parish Council held on Mon 3<sup>rd</sup> September 2018, in the Village Institute, Pitsford at 7:30**

**Present:** Cllrs Martin Flanagan (Chairman), Martin Jaffrey, Edward Rogers, Keith Isaacs, Sarah Bentley, Steve Arnold, Jo Woolard, Shelley Maclellan (8 members)

**In attendance:** Maureen Holliday, Clerk and RFO, PCSO Paul Miller, County Councillor Judy Shephard. Mark Smalley Pitsford Neighbourhood Watch Co-ordinator.

**055/18 PUBLIC SESSION 15 mins:**

**PCSO Paul Miller** (PCSO) was invited to meet the council members and Neighbourhood Watch co-ordinator. The Chairman welcomed PM to the meeting. PCSO confirmed that, officially, this was his first day and first parish council meeting. It had been explained to him that each of the 5 villages (Boughton, Bramptons, Spratton, Harlestone and Pitsford) will have a Specific Point Of Contact. Cllr Flanagan has volunteered to be the SPOC for Pitsford. The role of the SPOC is to attend meetings with Sgt Sam Dobbs to discuss which Locally Identified Priorities (LIP's) to set for each village. For Pitsford this is road safety and speeding around the area of the primary school. Once set, Sgt Dobbs will liaise with PCSO and put an action plan in place to deal with those priorities. Initially PCSO will have contact with the SPOC's once a week and go from there.

PCSO has driven past our villages for many years and thought it a nice place to work. He outlined his career and feels he has a lot to offer with experience working out of rural as well as town areas. He will be working out of the Police office in Brixworth but will be out of the office and on email as quickly as he can. The public should be encouraged register on the Alert System [www.northamptonshireneighbourhoodalert.co.uk](http://www.northamptonshireneighbourhoodalert.co.uk). They should still call in incidents using the numbers 999 (if it is happening) 101 to report incidents or the easier option the online crime reporting link <https://www.northants.police.uk/webform/online-crime-reporting>

PCSO was asked if he could see a vital role for Neighbourhood Watch (NHW). He said that he was more than happy to get involved with NHW in any way, to give them crime advice or to talk to them about something specifically. To set up a new NHW if required. The 101 service was discussed. PCSO confirmed that he had no control over 101.

**County Councillor Judy Shephard** updated the Council on the position regarding the Unitary question.

(West = Npton Borough, Sth Northants & DDC. North = Wellingborough, Kettering & Corby).

The County Council have sent a letter of intent to the Government that 2 Unitaries should be set up for the county – there was no other choice. 6 of the Districts and the County Council have signed up, but not Corby at present, although there is no option other than the one presented to Northamptonshire by the Government. Corby did a different survey and got a different result. One thing in the small print which you don't normally see is the fact that by taking the Unitary route it means more housing; they could increase the housing quota.

On the health side of things (Clinical Commissioning Groups (CCGs) it is pulling together quite well and they will make up one big CCG which will be much more joined up for Northamptonshire which is a very positive thing.

The County Council now have to wait for approval and in the meantime they will start to form a shadow cabinet and start the process. There are 370+ district and county councillors who will have to meet to decide the next steps. They have decided that the ideal size for the 2 Unitaries could be about 90 councillors for each one. 45 was suggested but their areas would be so large (ratio of residents/councillors) that they would not be able to get the work done.

Two new Unitaries will be formed, which is a duplication of what we currently have for certain things but not the same level as before. In theory each will save money long-term, although setting it up will cost £500,000 minimum which we do not have. The 2 Commissioners we have are costing us £700 and £800 per day = £250,000 which is money that could be spent on Adult Social Care or Childrens' Services.

There is a lot of concern over Northants Borough Council being on the West side; that NBC will dominate and it will not have a rural feel to it with many B Councillors in place.

It is tragic because the County Council has done some very good things in it's time. It will cease to exist in 18 months time. I will not stand for a Unitary.

Nothing can happen before we hear back (end October).

- 056/18 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE** It was **Resolved** to approve apologies from Cllr Kimbell (vacation)
- 057/18 DECLARATIONS OF INTEREST/DISPENSATION REQUESTS** None
- 058/18 RESOLUTION TO SIGN & APPROVE MINUTES OF MEETING HELD ON 9 July, and 23<sup>rd</sup> July, 2018.** It was **Resolved** to accept the minutes as a true record and they were signed by the Chairman.

- 059/18 MATTERS FOR REPORT on items not included in the agenda:** Verbal reports for information only  
**The Clerk reported:**  
*Grant cheque* was paid to the primary school but it has not been presented yet.  
*Hedges in Brampton Lane:* Contacted Highways Amenity Technician because they have previously made the cutting request to the landowners. They asked that the Clerk contacts the owners as a first response. I have actioned that request and letters have gone out to all landowners that I know of. Some have cut hedges.  
*Norse* have swept the roads and pavements where possible this week and a 3 monthly programme is in place.

- 060/18 RESOURCES:** Resolutions to Approve the following:
- a) **To receive Bank Balances as at last statement 1 Aug 2018 :**  
Community Account £50, Reserve A/c £29,027.91: Total £29,077.91 **Resolved** to approve
  - b) **Income received since last meeting :** Interest £1.38 **Resolved** to approve
  - c) **To receive Bank Reconciliation and Budget Summary as at 28<sup>th</sup> August, 2018, Resolved** to approve

The Chairman proposed moving item 060/18 (d) until after 061/18. This was **Resolved** by full agreement

- d) **To receive and review the Statement of Parish Council Reserves at 28<sup>th</sup> August, 2018**
- e) **To approve a list of Payments and Direct Debits since the 9 July, 2018 meeting, Resolved** to approve

Payments	Payee	Detail		£	VAT
09/07/18	Autela Group	Inv 13242, 13953	1115	92.88	15.48
09/07/18	P Wieczorek	Litter bin base	1116	175.00	
14/07/18	Pitsford School Association	Grant funding	1117	500.00	
25/07/18	Total Gas & Power Ltd	Electricity	DD	96.06	4.58
28/07/18	M Holliday	Salary July	1118	272.01	
24/08/18	BT	Line Installation & Broadband	1119	338.22	56.37
24/08/18	Hayeswood Landscapes	Mowing	1120	504.00	84
28/08/18	M Holliday	Salary Aug	1121	272.01	
				2250.18	160.43

- f) **To approve payments at this meeting, Resolved** to approve

28/08/18	NCALC	OTFS Training S Mclellan	1122	42.00	
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- g) **To receive an update on the results of the External Audit.** Resolution to approve.  
It was **Resolved** to approve the External Auditors report 2017/18 that no matters have come to their attention giving cause for concern or that relevant legislation and regulatory requirements have not been met.

**061/18 HIGHWAYS MOWING AND VILLAGE MAINTENANCE:**

- i. **Village Maintenance:** To receive a report following the meeting with Highways on 24/8.  
Cllrs Flanagan and Jaffrey had a meeting with Highways representatives Ian Boyes, Ian Smith who confirmed that they could not engage in any work that involved spending. It was a fruitful meeting with discussion involving leaf sweeping and hedges in Brampton Lane which the Cllrs will have further discussion about. Highways reported that blocked drains (gulleys) should be reported on StreetDoctor. They had inspected the gulleys in Moulton Road and none were found to be full. However, the Clerk reported that they had missed one between Wick Green and Stable Lane which was full and has been reported on StreetDoctor. Gulleys are full when the water level and leaves reach the top. It is normal for gulleys to have leaves and water at a lower level. Other discussion centred around sponsorship and signage on highways.  
**Action:** Cllrs Flanagan and Jaffrey to meet with other interested parties and present a formal report to the Council.  
**Action:** The Clerk has already written to landowners re. hedges but will chase up. Re-report gully.

- ii. **Speeding through the village:** To receive a report following the meeting with Highways as above.
- a) Neil Holland (Access Development Officer (Walking and Cycling) at Highways, joined the meeting:  
**Action:** N Holland will visit the Primary School on road safety.  
 Cllr Flanagan to advise PCSO Paul Millar of the date.
- b) *20mph speed limit through the village* will be discussed with Highways and Police at the Speed Limit Review Panel for their consideration on 6<sup>th</sup> September. It was said that it is unlikely to be passed. It was suggested that the best option is speed calming, ball-park figure £20,000 to be found by the parish. They recommended speaking to district Councillor Peck and DDC about a Community Grant. Improving the signage outside of the school would have to be paid for by the parish.  
**Action:** Cllr Flanagan to obtain a firm quotation for speed calming from I Boyes and then contact District Cllr Peck about a Community Grant.
- c) *Yellow Lines* From High Street to the A508 and on the jubilee tree bend (The Green) at the bottom of High Street. Funding is available for this and for slow signs. Additional yellow lines in the community would involve consultation with the village residents. The Neighbourhood Plan questionnaire provides some evidence of need. The problem with yellow lines is that it moves the problem elsewhere.  
**Actions:** Clerk to obtain guidance and application forms for traffic restriction/yellow lines.  
 Clerk to order repainting of SLOW signs
- d) *Traffic Lights* Cllr Bentley suggested consideration of traffic lights on the Moulton Road where there is no walkway. The Clerk reported that Highways have always refused to consider traffic calming there. It is not legally possible because drivers would need an adequate view of oncoming traffic to negotiate through any feature in both of the narrow areas.
- iii. **Street Lighting:** To receive reports, quotations and resolve to approve next stage.  
 Following completion of Stage 1 – New LED light in Church Lane and Stage 2 – replacement of the MBFU lights in the village the Clerk had taken the remainder of the scheme out to 5 contractors. The 3 who had responded satisfactorily provided quotations covering replacement LED lamps and necessary repairs. The options were to complete the project as a whole or in clusters (which would incur higher installation fees). All of the contractors had carried out two informal surveys but, once work begins, there is still the possibility of additional repair works. The Clerk recommended completing the project as a whole as Stage 3 rather than in clusters. Reserves are available.  
 It was **Resolved** to instruct Zeta Group to complete the project. Zeta should report back having surveyed and reviewed the repair costs. If the project appears to be incurring unexpected costs the project should be slowed down to accommodate the expenditure. The old LED light on the Island should also be replaced.  
 An installation date of as soon as possible should be requested.  
**Action:** Clerk to instruct Zeta, request further survey, update the project and obtain an installation date.
- iv. **Countywide review of grit bins:** To receive proposal from the Highways Severe Weather team with review of all Northamptonshire County Council owned grit bins to ensure that all grit bins on the highway network meet with the current criteria. Resolution on response.  
 The community has 4 grit bins, one of which is owned by the parish council. Northamptonshire Highways have proposed removing the grit bin at the junction of High Street/Moulton Road/Grange Lane having been scored too low on their criteria for NCC to retain ownership and maintenance.  
 Following discussion it was **Resolved** to respond and request a site meeting with a member of the team.  
**Action:** Clerk to lodge a dispute and arrange a meeting.
- v. **Bus Service:** Resolution to respond to resident email regarding the difficulties caused by the cessation.  
 The cessation of the twice-weekly bus into Northampton is a significant loss to the elderly in the community who are unable to walk up to the A508 to catch a bus. The Clerk had been in communication with DDC and DACT. It would be possible to hire a once-weekly minibus and driver for £65 for a 6 hour session, plus mileage. It will be possible to apply for a grant to fund this service.  
 It was **Resolved** to apply to DDC for a grant to fund a weekly, one-session service.
- 060/18 d) **To receive and review the Statement of Parish Council Reserves at 28th August, 2018**  
 The parish council reviewed the earmarked reserves.  
**Resolved:** The Council approved a virement of £4,000 from the Bus Shelter earmarked reserve to the earmarked Lighting reserve to cover the lighting replacement cost.

**062/18 PLANNING – New applications can be viewed on the village website: <http://www.pitsfordvillage.co.uk/planning>**

**a) Applications – Resolved** to approve the following responses

- DA/2018/0651** Works to trees subject to TPO DA20, Coach House, Manor Road : M Venton  
The Parish Council defers the decision to the Landscape Officer, Mr Venton
- DA/2018/0630** Works to trees subject to TPO DA20, Pitsford House West, Manor Road : M Venton  
The Parish Council defers the decision to the Landscape Officer, Mr Venton
- DA/2018/0517** Change of use - agriculture to Use Class B8 (Warehouse & Distribution). Alteration to access. The Oaks, Moulton Road, Case Officer: Angela Brockett.  
**Response:** PPC strongly object to this proposal for change of use stating numerous reasons. If the Planning officer is minded to recommend approval then there must be very strict limitations on the weight, number of vehicles and movements entering and leaving the site.
- DA/2018/0422** Conversion of existing barn and extensions to link to existing dwelling to form additional living accommodation: Meadow View, Pitsford Road: Case Officer: Mrs K Daniels  
No Observations Decision awaited.
- DA/2017/0895** Construction of trekking centre with associated accommodation for tourists and site manager, exercise courtyard, horsebox and car parking, new vehicular access to Moulton Road. 09-Nov-2017. Parish Council lodged an objection. Decision awaited

**b) Decisions:**

- NMA/2018/0045 to DA/2017/1081** Wickets, Ride Lane, Substitution of stone for weatherboard, - Approved
- DA/2018/0534** Change of use of land - agricultural to residential, Sedgebrook Lodge Farm, - Approved
- DA/2018/0318** Works to a tree subject to Tree Preservation Order DA 337. Yew Tree Cottage 38A, Manor Road: Approved

**063/18 NEIGHBOURHOOD PLAN: Resolved** to accept the report.

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

**064/18 Settlements and Countryside Local Plan Part 2 consultation** : (13th Aug–5th Oct) To consider and resolve to approve response.

The consultation documents and supporting materials will be available to view from the Council's webpages [www.daventrydc.gov.uk/localplan](http://www.daventrydc.gov.uk/localplan) , the Council's Lodge Road offices and libraries at Brixworth, Daventry, Long Buckby, Moulton and Woodford Halse from the 13th August. A permanent exhibition will also be set up in the Lodge Road reception area.

During the first two weeks of September the Council will be holding four public exhibitions across the District.

**Resolved:** That as many Cllrs as possible should go to the exhibition.

**Resolved:** Cllr Flanagan to speak with DDC to ascertain the reason why the classification of Pitsford was not changed.

**Action:** Cllr Flanagan, as above.

**065/18 CORRESPONDENCES** (previously circulated): To discuss and agree action, if any

- a) Local Government Reform update - Bulletin 4 - Noted
- b) Local Code of Conduct for Members 2017/18 Issues Digest - Noted
- c) Michael Venton: Middlesex House: Acacia, safety concerns. - Noted, no comment
- d) NCalc Invitation to Royal British Legion Event - Saturday 1 September 2018 – Noted

**066/18 GENERAL CORRESPONDENCE RECEIVED** Items received of interest to parishioners will be displayed on the Noticeboard or Social media where relevant.

**067/18 URGENT MATTERS FOR REPORT ONLY - (Notified to the Chairman before the meeting)**

Planning Decision to be reported at next meeting

Proposed Conservation Area Consultation date set by DDC – since cancelled.

**068/18 DATE OF NEXT MEETING – Monday 12 November, 2018, 7.30 pm, Village Institute, Pitsford**  
21:10 meeting closed

Signed..... Chairman **Date:**

**Next meetings:** 12 Nov, 14 Jan 2019, 11 March

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