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**Minutes of the Council Meeting, Held on Thursday June 16th 2022.  
 at 7pm Parsons Meade Community Centre**

**Members Present:** Councillors Linda Hook (Chair) , Mavis Wilmshurst, Katie Macey, Kathryn Barker, Richard Matthews, Andrew Vincent and Colin Moore

Also present – Fiona Young (Clerk)

West Northants Councillors Brain Sargeant and Imran Chowdhury

Item no	
22/092	<b>To receive any apologies for absence and approve reasons for absence</b> Apologies were received and approved from Cllr Squires and from West Northants Cllrs Suresh Patel and Nick Sturgess- Alex
22/093	<b>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda</b> Cllrs Wilmshurst declared a personal interest in the agenda item 22/106
22/094	<b>To approve and sign the Minutes of the Annual Council Meeting held on May 19th 2022</b> The minutes were approved with one amendment required to the name of a councillor, the amendment was made and the minutes were signed.
22/095	<b>Public Session.</b> None present.
22/096	<b>To Receive Reports from</b> a) Police Representative. Crime report from Police Officer David Okere, details to be circulated to council. 2 incidences of criminal crime, one of vehicle crime. Cllr Moore raised a concern that the number of incidences appear to be rising quite a lot and the council is not given any information as to which part of the parish the incidences are recorded in. It was agreed that the Clerk would ask for further information regarding the logging of incidences as this could help with future crime prevention.  b) West Northants Councillors Cllr Sargeant explained that he thought some areas of West Hunsbury had more anti social behaviour issues than other areas. He also reported that WNC is offering an extra £20 a week to help improve the nutrition of some of the low income families in the area following concerns raised by local schools. Cllr Chowdhury congratulated the PC on the Jubilee events. Northampton town also had a successful Jubilee weekend with many people attending the Jubilee March. A new contractor has been appointed the Highways Maintenance Contract, the contractor is Kier.

	<p>Cllr Sargeant was asked to try and find out when the Muga near the Hill Fort Close houses would be changed as per the planning conditions for the site. The agreement was that one side of the Muga would be higher to prevent any safety issues, this work has not been done yet. Cllr Sargeant said that he will report back at the next meeting. Cllr Vincent asked if the new Highways contractor would mean improvements are made to the local road conditions, some of which are in a very poor state. Cllr Chowdhury explained that there is a huge backlog of work but that it is hoped things will start to improve.</p>																																													
22/097	<p><b>To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.</b> Cllr Barker attended two Parish Online training sessions, Cllr Barker explained that she feels that Parish Online could be used for several projects including the Footpath project. The Chairman explained that Cllr Barkers ideas would need to be discussed by the Footpath Working Group first. The Clerk commented that many of the uses listed by Cllr Barker were not areas that West Hunsbury PC worked in at the moment which was why the Clerk had not attended the training session.</p>																																													
22/098	<p><b>Matters arising from previous minutes, for report only</b> None</p>																																													
22/099	<p>Finance 1. Resolution to approve the payments tabled below including those paid in between meetings for the Jubilee Event.</p> <table border="1"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>F Young</td> <td>Salary</td> <td>777.77</td> </tr> <tr> <td>HMRC</td> <td>Tax and NI</td> <td>242.17</td> </tr> <tr> <td>Back in Time</td> <td>Jubilee Band</td> <td>300.00</td> </tr> <tr> <td>Northants Acre</td> <td>Membership</td> <td>35.00</td> </tr> <tr> <td>Friends of West Hunsbury Parks</td> <td>Noticeboard donation</td> <td>2400.00</td> </tr> <tr> <td>Blisworth Community Choir</td> <td>Jubilee choir</td> <td>150.00</td> </tr> <tr> <td>Hunsbury Park Primary School</td> <td>Leavers gifts</td> <td>406.50</td> </tr> <tr> <td>DCK Payroll</td> <td>Clerks payroll</td> <td>36.00</td> </tr> <tr> <td>MO Sounds</td> <td>Event PA</td> <td>640.00</td> </tr> <tr> <td>Mr Crumble</td> <td>Childrens entertainer</td> <td>200.00</td> </tr> <tr> <td>L Hook</td> <td>Jubilee sundries reimburse</td> <td>159.85</td> </tr> <tr> <td>Stable 8 Jazz band</td> <td>Jubilee event</td> <td>30.00</td> </tr> <tr> <td>L Hook</td> <td>Plants for the council planters</td> <td>80.82</td> </tr> <tr> <td>Rev. Griffiths</td> <td>Gas bottles for the Jubilee</td> <td>86.00</td> </tr> </tbody> </table> <p>It was <b>Resolved</b> to approve all the payments. 3. Approval of the bank reconciliation statement up to May 31st 2022 below</p> <p>31st May 2022 Bank reconciliation – Balance at April 1st 2022 £77378.82 less payments £ £14,546.83 plus receipts £12,500 = £ £64,620.67 Bank accounts at 31.05.2022 £ £19,417.17 plus £45,203.50 = £64,620.67</p> <p>The bank reconciliation statement was received and approved. 4. Confirmation that the internal controls councillor has completed the checks to the payments. Cllr Macey confirmed that the checks had been completed.</p>	Payable to	Details	Amount £	F Young	Salary	777.77	HMRC	Tax and NI	242.17	Back in Time	Jubilee Band	300.00	Northants Acre	Membership	35.00	Friends of West Hunsbury Parks	Noticeboard donation	2400.00	Blisworth Community Choir	Jubilee choir	150.00	Hunsbury Park Primary School	Leavers gifts	406.50	DCK Payroll	Clerks payroll	36.00	MO Sounds	Event PA	640.00	Mr Crumble	Childrens entertainer	200.00	L Hook	Jubilee sundries reimburse	159.85	Stable 8 Jazz band	Jubilee event	30.00	L Hook	Plants for the council planters	80.82	Rev. Griffiths	Gas bottles for the Jubilee	86.00
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	<p>5. To receive a brief budget report. The Clerk circulated a budget report to May 31<sup>st</sup> prior to the meeting. The only area of concern was expenditure on street furniture but it was agreed that funds could be vired from the community events budget if needed.</p>
22/100	<p><b>Community Events</b> – Cllr Hook to receive a report from the Community Events Committee following the Jubilee Event, to include a budget report.</p> <p>The Clerk explained that as some payments were still due to be made the budget would be discussed at a later meeting.</p> <p>The Chairman reported that the council had received some very positive comments regarding both the Beacon lighting and the Jubilee event. *Thank were given to Rev. Griffiths for his help with both events and for providing refreshments at the Beacon Lighting. It was explained that the Community Event Committee would meet and analyse the events and what lessons could be learnt for the future, this would then be reported back to main council. There followed a lengthy discussion as Cllrs Matthews and Barker felt that the analysis of the events should be done by all councillors within a main council meeting. The Chairman explained that a Committee meeting had not taken place yet as it was felt that those Councillors and members of the Committee who had played an active role in the event planning and the day itself needed a break. Cllr Matthews proposed that the organisation of the Jubilee Event is discussed in the July full council meeting, regardless of whether a Committee meeting has taken place or not. A vote was taken and the proposal was defeated with 4 votes to 2 and 1 abstention. It was <b>Resolved</b> that a Community Event Committee meeting would be held soon and a report would be made to full council in September.</p> <p>Cllr Moore recorded a vote of thanks to Cllr Hook for her work both in the planning stages and during the actual Jubilee events.</p> <p>*Amendment to draft minutes</p>
22/101	<p><b>Footpath working group – Cllr Barker</b></p> <p><b>1. To receive an update only from Cllr Barker</b></p> <p>Prior to the meeting Cllr Barker had circulated a letter that she had proposed would be sent out to the public and posted on social media. Concerns were raised that the letter had not been approved by the Footpath Working Party and that this should have been done before it came to full council. It was <b>Resolved</b> that the letter would not be published until it had been approved by the working party. Cllr Macey asked that the actions of the Footpath Working Party are agreed by members prior to them being presented to main council. It was agreed that all further actions would be approved by the working party before being presented to full council.</p>
22/102	<p><b>Claystones Open Space- Cllrs Barker &amp; Macey</b></p> <p><b>1. To confirm arrangements for the Open Space community mini event</b></p> <p>Cllrs Macey and Barker will be at Claystones Open Space on Saturday June 25<sup>th</sup> between 2 and 4pm for members of the public to approach and fill in the surveys. No equipment is needed other than two chairs and a table.</p>
22/103	<p><b>Resolution to purchase and install a ‘Grahams’ bench as per the brief supplied by Cllr Barker.</b></p> <p>Cllr Barker circulated some information to all councillors regarding a quote that she had obtained for a mental health awareness bench. The concept is based around a ‘Grahams bench’ which was first designed in Scotland to commemorate the passing of a young man who took his own life. The idea behind the bench is that it offers somewhere for someone in crisis to sit and either talk to another person or phone one of the Charities whose numbers would be listed on a plaque fixed to the bench.</p>

	<p>Cllr Barker had obtained a quote to make a bespoke bench with the names of three charities, Mind, Papyrus and the Samaritans entwined as part of the back rest of the bench. The fine details were unclear as there were no drawings available of the final bench, Cllr Barker explained that this was because it was a prototype.</p> <p>The approximate cost of the bench would be £2800 plus vat plus delivery and installation. The Councillors agreed that a mental health awareness bench was a good idea and was needed in the parish, however, the cost of this particular bench was felt to be too high. As the final cost would be over £3000 Cllr Barker was asked to come back to the July meeting with 2 alternative ideas and associated costings, or alternatively firm proposals for match funding.</p>
22/104	<p><b>Resolution to purchase and install a Remembrance Bench and Silent Soldier as per the brief supplied by Cllr Macey</b></p> <p>Cllr Macey had circulated to all Councillors prior to the meeting a fully costed proposal for a seating area with two benches, two silent soldiers and a large paved area. The total cost of the installation is £5700.</p> <p>After some lengthy discussion it was <b>Resolved</b> that one bench is purchased, the David Ogilve Engineering 'Lest We Forget' bench. This would be placed in a suitable location with a silent soldier.</p> <p>It was also agreed that Cllrs Wilmshurst, Barker, Matthews and Hook would meet in the park and look at suitable positions, it was possible that there is an existing bench that is rotting and could be replaced that is in a nice location. It was <b>Resolved</b> that the location would be agreed at the July meeting.</p>
22/105	<p><b>To confirm the location of the Jubilee bench and arrangements for installation.</b></p> <p>The Clerk had received a quote from EM Pell to install the Jubilee bench on land at St Benedicts Church. It was agreed that the bench would be installed when Cllr Squires returned from leave.</p>
22/106	<p><b>Resolution to agree attendance at a meeting suggested by the Friends of West Hunsbury Parks to discuss the recent survey results.</b></p> <p>It was <b>Resolved</b> that Cllrs Moore and Hook would attend the meeting on August 19<sup>th</sup>.</p>
22/107	<p><b>Parish Council Publicity –Cllr Matthews</b></p> <p><b>1.To receive the costings of a quarterly newsletter versus a regular article in an established magazine, Cllr Matthews to report.</b></p> <p>This item was deferred until the July meeting.</p>
22/108	<p><b>Police Liaison Representative</b></p> <p><b>To confirm the Council's PLR and also book attendance at the PLR Conference on June 28th 2022</b></p> <p>Cllr Moore volunteered to be the Police Liaison Representative for the parish council and attend the PLR Conference.</p>
22/109	<p><b>Resolution to agree a donation to Hunsbury Park Primary School to contribute to the Year 6 Change Maker Award bench.</b></p> <p>After a brief discussion it was <b>Resolved</b> to donate the remaining balance of £93.50 from the school donation budget category to the primary school for the Change Maker Award bench.</p>
22/110	<p><b>Correspondence and actions when needed. Listed separately</b></p> <p>None listed.</p>

22/111	<b>Next meeting date July 21st 2022, Resolution to confirm no August meeting</b> It was <b>Resolved</b> that there would not be an August meeting.
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