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**Minutes of the Council Meeting, Held on Thursday January 19th 2023
 at 7pm Parsons Meade Community Centre**

Members Present: Councillors Carl Squires (Chairman) , Linda Hook, Mavis Wilmshurst, Kathryn Barker and David Garrett

Also present – Fiona Young (Clerk - via Zoom)

Item no	
23/01	<p>To receive any apologies for absence and approve reasons for absence Apologies were received and approved from Cllr Colin Moore and Cllr Richard Matthews.</p>
23/02	<p>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda None received</p>
23/03	<p>To approve and sign the Minutes of the Council Meeting held on December 15th 2022 The minutes were circulated prior to the meeting. Cllr Barker queried the wording on item 22/207. The minute read ‘it was agreed that a wildflower area would not be suitable’ Cllr Barker asked that ‘would’ is changed to ‘may not’ as it was not definitely agreed that it wasn’t suitable. This was agreed by all and the Clerk made the amendment. It was Resolved to approve the minutes and they were signed as a true record.</p>
23/04	<p>Public Session. One resident was present at the meeting, she wanted to voice her concerns regarding the pavement surface in several areas of the parish. The resident explained that her mobility scooter was really struggling to cope with the uneven surfaces and the amount of mud and water on the pavements, in particular the pavement going to the underpass and also Hunsbury Hill Road. *The resident also mentioned the very poor surface condition of the car park in Hunsbury Hill park, the poor surface means that the resident is unable to access the path up to the Drivers Café which prevents her from attending social meetings. The Chairman explained that the parish council would report these issues on Fix my Street but also that residents can report these problems too using the same website. Unfortunately the parish council are not able to spend money on improving the pavements as this is the responsibility of West Northants Council. It was agreed that the footpath project needs to be completed as soon as possible. *added during the February meeting.</p>

23/05	<p>To Receive Reports from</p> <p>a) Police Representative. The crime report said that there had been one attempted burglary during the month but nothing else. Sgt Nick Paul attended the meeting and explained to the council that he was moving departments and after 10 years would not be working in the Hunsbury area anymore. The Chairman thanked Sgt Paul for all he has done in the parish. It was explained that there will be 3 PC's and 3 PCSO's working in this area although one of the PCSO's is tied to Brackmills.</p> <p>b) West Northants Councillors – No reports received.</p>																		
23/06	<p>To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.</p>																		
23/07	<p>Matters arising from previous minutes, for report only</p> <ul style="list-style-type: none"> • New bench for Claystones ordered from Taylors Foundry, total cost £1175.00 plus £130 delivery • The precept demand was sent in by the clerk • The grant for the cost of living crisis support for the primary school was paid. 																		
23/08	<p>Finance</p> <p>1. Resolution to approve the payments tabled below for January</p> <table border="1" data-bbox="260 999 1482 1301"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>F Young</td> <td>Salary</td> <td>848.24</td> </tr> <tr> <td>HMRC</td> <td>Tax and NI</td> <td>243.14</td> </tr> <tr> <td>SLCC</td> <td>Clerks membership (shared)</td> <td>123.30</td> </tr> <tr> <td>EM Pell & Partners</td> <td>Installation of the Jubilee bench</td> <td>1530.00</td> </tr> <tr> <td>Carl Squires</td> <td>Reimburse for flip charts</td> <td>34.98</td> </tr> </tbody> </table> <p>It was Resolved to approve the payments listed above for January.</p> <p>2. Confirmation that the internal controls councillor has completed the checks to the payments. Cllr Moore confirmed prior to the meeting that the internal controls checks had been done.</p> <p>3. Resolution to approve the bank reconciliation statement for 31st December 2022 31.12. 2022 Bank reconciliation – Balance at April 1st 2022 £66,667.50 less payments £33,679.04 plus receipts £25,302.55 = 58,291.01 Bank accounts at 31.12.2022 £ 13,044.96 plus £45,246.05 = £58,291.01 Noted.</p> <p>4. Resolution to purchase a new parish council laptop up to the total budget of £700.00 It was Resolved that the Clerk could purchase a new laptop and software up to the value of £700.</p>	Payable to	Details	Amount £	F Young	Salary	848.24	HMRC	Tax and NI	243.14	SLCC	Clerks membership (shared)	123.30	EM Pell & Partners	Installation of the Jubilee bench	1530.00	Carl Squires	Reimburse for flip charts	34.98
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23/09	<p>Policies – Resolution to approve the following policies on a 2 year cycle</p> <ul style="list-style-type: none"> • Correspondence and media policy • Data Protection Policy • Data Breach Policy • Code of Conduct <p>After a brief discussion it was Resolved to approve all the documents listed above.</p>
23/10	<p>Planning</p> <p>1. New applications</p> <p>WNN/2022/1328 52 Gresham Dr, West Hunsbury</p> <p>Demolition of existing dwelling and garage and construction of new detached dwelling and double garage</p> <p>After some discussion it was Resolved to send in the following comments;</p> <ul style="list-style-type: none"> • The council are concerned about damage to the ancient hedgerow • There is no bus service so the transport statement needs updating • The access through the hedge needs to be properly reinstated after the build is finished. • Hunslett Lane is very busy and construction traffic should not be allowed to park on it.
23/11	<p>Bus services- to agree any further action. It was agreed that the Clerk would ask when the bus review would be that was mentioned by WNC Councillors. There was a brief discussion regarding the bus review survey that Cllr Hook and Barker completed in December, it was agreed that the Cllrs would help to compose a letter to Stagecoach using the information from the bus survey, the letter would then be sent by the Clerk.</p>
23/12	<p>Community Speedwatch – Cllr Hook to report</p> <p>It was Resolved to take part in community Speedwatch this year. Cllr Hook will register the council to take part, there is no indication of a date yet.</p>
23/13	<p>Grit Bins – Clerk to update</p> <p>It was Resolved to purchase three bins, two for Parsons Meade and one for Farraxton Square. The bins will be red and will cost £350.00 each.</p>
23/14	<p>Tree Planting – Update from Cllr Wilmshurst</p> <p>There was no update, Cllr Wilmshurst is still waiting for an update from WNC.</p>
23/15	<p>Parish Plan update</p> <p>The initial meeting to discuss the new parish plan took place last week. Work has started on a draft survey. It was agreed that more work was needed on the list of questions that would be asked, another meeting on Zoom was planned in the next couple of weeks.</p> <p>It was agreed that the Clerk would find out information about using a Freepost address, Cllr Garrett would look at Survey Monkey and how much that may cost and the Chairman would look at the costs of a graphic designer and a printing company.</p>

23/16	<p>Correspondence and actions when needed.</p> <ul style="list-style-type: none"> • Town and Parish Councils briefing, WNC – circulated • Ncalc Training newsletter – circulated • Membership renewal for Northants Acre – noted • WNC Budget Consultation 23/24 – circulated and to agree Councils response if any. • Holocaust Memorial Day January 27th – circulated • Request for Governors for Abbey Field School – it was agreed to put a request on the parish council website for new school governors.
23/17	<p>Next meeting date February 16th 2023, Resolution to confirm the meeting dates for 2023 including the Annual Parish Meeting.</p> <p>The following meeting dates were confirmed – Feb 16th, March 16th, April 20th, May 18th, June 15th, July 20th, No august meeting, Sept 21st, Oct 19th, Nov 16th, Dec 21st.</p> <p>It was Resolved that the Annual Parish Meeting will be on May 18th, it will start at 6.30pm and last for 30 minutes and will be followed by the Annual Meeting of the Parish Council.</p>