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**Minutes of the Parish Council Meeting, Held on Thursday March 21st, 2024
 at 7pm Parsons Meade Community Centre**

Members Present: Councillors Linda Hook (Chairman), Mavis Wilmshurst, Kathryn Barker, Soosan Philips, David Garrett and Richard Matthews.
 Also present– Fiona Young (Clerk)

Item no	
27/37	<p>Election of Chairman for the meeting In the absence of Cllr Carl Squires, Vice Chairman Linda Hook chaired the meeting.</p>
24/38	<p>To receive any apologies and approve reasons for absence. Apologies were received from Cllrs Carl Squires and Pete Spink, it was Resolved to approve the apologies.</p>
24/39	<p>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda. Cllr Wilmshurst declared an interest in Item 50, Bench Repairs.</p>
24/40	<p>To approve and sign the Minutes of the Ordinary Council Meeting held on February 15th 2024. The minutes were circulated before the meeting, it was Resolved to approve and sign the minutes.</p>
24/41	<p>Public Session. No comments.</p>
24/42	<p>To Receive Reports from the following a) Police Representative. The council would like a representative of the local Police to attend a meeting soon, the Clerk will contact them. There have been no crime figures for February. b) West Northants Councillors – No reports.</p>
24/43	<p>To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report. The Clerk explained that she attended a course run by CloudyIT called the Fundamentals of MS365, it was really good and well worth attending. Cllr Wilmshurst and Cllr Garret attended the WNC Tree Strategy workshops, they both reported that</p>

	<p>attendance was low, WNC want to plant more trees but concern was voiced by attendees of the workshops because WNC do not seem to be able to adequately manage the trees that they have already got. Cllr Wilmshurst reported that 4 new trees have been planted in Ladybridge park. Cllr Barker attended the Local Access Forum meeting. Cllr Hook and the Clerk attended the Local Planning Policy briefing hosted by Ncalc. The new local Plan will be in place until 2041 and will cover the entire West Northants Area which will condense four local plans into one.</p>																					
24/44	<p>Matters arising from previous minutes, for report only. Emails sent to planning officers, copied into WNC Cllrs regarding flooding meeting with WNC and no response as yet. It was agreed that this continued delay was completely unacceptable. The Clerk was asked to write a strongly worded letter to the WNC officers involved requesting action as soon as possible, this is to be copied to WNC Cllrs Carl Squires, Pinder Chauhan and Andre Gozalez de Savage.</p>																					
24/45	<p>Finance 1. Resolution to approve the following payments for March, plus any that arrive between agenda publication and the meeting. It was Resolved to approve all the payments shown below;</p> <table border="1" data-bbox="204 878 1390 1205"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>FS Manufacturing</td> <td>Bench repairs</td> <td>301.00</td> </tr> <tr> <td>F Young</td> <td>Salary</td> <td>895.91</td> </tr> <tr> <td>HMRC</td> <td>Tax & NI</td> <td>269.48</td> </tr> <tr> <td>F Young</td> <td>Zoom reimburse</td> <td>46.77</td> </tr> <tr> <td>Ncalc</td> <td>Training</td> <td>108.00</td> </tr> <tr> <td>Friends of West Hunsbury Parks</td> <td>Wood preserver</td> <td>22.89</td> </tr> </tbody> </table> <p>2. Resolution to approve the bank reconciliation statement for 29th February 2024</p> <p>Bank Balance at 1st April 2023 £5304.27 + £45,302.20 = £50,606.47 Plus Receipts £25,371.99 Less Payments £35,566.88 Total - £40,411.58 Bank Balance at 29th February 2024 - £4741.39+£35,670.19 = £40,411.58</p> <p>Bank reconciliation approved.</p> <p>3. To confirm that the monthly internal controls checks have been completed. Cllr Phillip confirmed that the controls checks had been completed and there were no concerns.</p> <p>4. To consider changing from Zoom (paid for) to Microsoft Teams (free) for online meetings. It was Resolved to cancel the Zoom Pro membership and change to MS Teams for any online meetings.</p>	Payable to	Details	Amount £	FS Manufacturing	Bench repairs	301.00	F Young	Salary	895.91	HMRC	Tax & NI	269.48	F Young	Zoom reimburse	46.77	Ncalc	Training	108.00	Friends of West Hunsbury Parks	Wood preserver	22.89
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24/46	<p>Planning 1. New applications - WNN/2021/0537, Outline Planning Application (all matters reserved except access) for the development of up to 230 no dwellings (Use Class C3) including affordable</p>																					

	<p>housing with new vehicular access, open space and associated infrastructure Former Milton Ham Farm</p> <p>There followed a lengthy discussion about the above application which had been originally submitted in 2021. The parish council has already been consulted twice, both letters are listed on the application documents file. It was Resolved to submit the following comments –</p> <ol style="list-style-type: none"> 1. The previous two letters submitted are still valid and should be referred to. 2. The council believes that the transport assessment, conducted during the pandemic, is now completely out of date and needs to be repeated. The bus service provision has also been changed since the assessment was done with the N o.3 bus now not serving West Hunsbury. 3. The bridleway that crosses the site will need to be redirected and the Local Access Forum should be consulted on this. 4. There are concerns that the local facilities are already overstretched and that the GP surgeries, dentists and schools will not cope with the extra residents without considerable investment. 5. The houses on the plan that are nearest to the border with the park land appear to be very close to the mature tree line. The council would like assurance that these trees would be protected to prevent them being removed at a later date. 6. The pedestrian entrance into the parkland would be better placed on the side of the application site where the public open space is planned. There is an existing track that runs down the side of the Wootton Brook through the parkland which, with improvements, could be extended to join the application site. 7. The council would like assurance that the Air Quality Assessment of the site is up to date. The original assessment was completed in 2021 during a period of time when vehicle movements would have been considerably less than they are now. Reference should also be made to West Northants Council’s own Air Quality Consultation. The site is bordered by the M1, the Towcester Road and the Counties Crematorium, all of which will have an impact on the air quality for future residents. 8. It is noted that the Design and Access Statement states that ‘ a number of local amenities, including primary education, lie within walking and cycling distance of the site. These can be accessed via the existing network of footway and cycleways’ The parish council would like it to be noted that there is No safe crossing provision from the site over the Towcester Road. In order to access primary education on foot children will need to cross this very busy main road, there are also no streetlights in places. <p>2024/1094/FULL Proposed single storey rear extension 10 Blackwell Hill, Northampton, NN4 9YB It was Resolved to submit No Comments and No Objections</p>
24/47	<p>Parish Plan WP - To receive update from the Chairman following the public meeting on 11th March 2024</p> <p>Each member of the working party knows what actions they should be completing before the next working party meeting. There was no other update.</p>
24/48	<p>Flooding – Clerk to update regarding a meeting with WNC to discuss the flooding of the fireworks. Please see item above, Matters Arising. It was Resolved to submit a strongly worded letter to the WNC officers that are involved with this issue.</p>
24/49	<p>Defibrillator – To discuss and agree the costs relating to installing a free standing defibrillator, to also agree the location.</p> <p>The Clerk explained that she had spoken to South Northants Community Responders and had received the costs of a standalone defibrillator which would not require a power connection. To purchase a cabinet, semi-automatic defibrillator and bleed kit would be in the region of £1700 plus the cost of a mounting pole and installation. It was suggested that JS Potters are asked to install the pole and cabinet, Cllr Matthews asked that three quotes are provided for this work.</p>

	<p>The Clerk explained that three quotes are not mandatory for items under £3000. It was agreed to ask JS Potters for a quote to install the defibrillator cabinet.</p> <p>It was Resolved to purchase the new defibrillator, cabinet, pole and bleed kit and to install it on Ladybridge Drive, by the Friends of West Hunsbury Parks noticeboard.</p>
24/50	<p>Bench repairs in the park – Update</p> <p>The Clerk explained that the payment for the materials needed to repair the bench had been made, the repairs are underway and preserving oil has also been purchased.</p>
24/51	<p>To resolve action regarding issues with parking in the area of Hill Fort Close</p> <p>The Chairman explained that she had received some reports of dangerous and inconsiderate parking around the area of Hill Fort Close particularly at school drop off and pick up times. There is concern that emergency vehicles would not be able to get through at certain times of the day. It was Resolved to ask Helen Howard from WNC Highways for an on site meeting, Cllr Hook and Barker to attend.</p>
24/52	<p>Newsletter – to resolve action regarding a dedicated parish council newsletter or a section within a newsletter.</p> <p>The Chairman presented some options to council regarding either printing and distributing a newsletter themselves or putting an article in an existing newsletter. After some lengthy discussion it was agreed that the council would ask for members of the community to come forward and offer to edit and design a parish newsletter specifically for West Hunsbury on a voluntary basis, the delivery of the newsletter would also need to be community led. Cllr Garrett will produce a poster that the clerk will distribute on the councils website and social media.</p>
24/53	<p>Planning Obligations – to discuss what possible planning obligations (S.106) the parish council would like attached to major applications affecting West Hunsbury.</p> <p>After a lengthy discussion it was agreed that the policy of the parish council would be to ask for contributions from major developments in the area to fund a new community centre and sports facility. It was agreed that councillors would try and find out the approximate cost of a modest facility.</p>
24/54	<p>Next meeting date April 18th 2024</p>