

YELVERTOFT PARISH COUNCIL

An ORDINARY MEETING of the PARISH COUNCIL was held at the READING ROOM in Yelvertoft on Monday 14th October 2019 at 7.30pm and was attended by the following:

Chairman: Councillor Holmes

Parish Councillors: Councillor Nichols, Councillor Chantler, Councillor Valentine, Councillor Twort, Councillor Wheat

In Attendance: 0 members of the public

Clerk: Mrs S. Haywood

ITEM	MINUTE	VOTE / ACTION
19/140.	APOLOGIES & RESIGNATIONS	
	Cllr Jackson resigned on 07.10.19. A Notice of Casual Vacancy will be submitted to DDC and advertised.	Clerk
19/141.	DECLARATIONS OF INTEREST / DISPENSATIONS	
	Cllr Wheat - Finance – payment to a relative.	
19/142.	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	The minutes of the meeting of 09.09.19 were approved as a true and accurate record of the meeting and signed as such. IT WAS RESOLVED that the minutes of the September Parish Council meeting be approved and signed by the Chairman.	Proposed: GH. All in favour
19/143.	OPEN MEETING	
	No members of the public present.	
19/144.	PLANNING	
i.	New applications	
	DA/2019/0693, Rose Cottage, 90 High Street. Ground floor and first floor extensions to side, open porch to front and new roof with increased pitch to existing dwelling. IT WAS RESOLVED that Council respond to DDC with no observations.	Proposed: GH. All in favour Clerk
19/145.	CEMETERY	
i.	Request to site memorial bench	
	A resident has requested to site a memorial bench. IT WAS RESOLVED that the resident be asked for clarification on the exact site proposed.	Proposed: GH. All in favour Clerk
ii.	New memorial kerb stones	
	Mr Timms has started the improvement work this week.	
iii.	Painting of gate and erection of new gate sign	
	Cllr Chantler is waiting for better weather.	AC
iv.	Cremated remains area improvement	

	IT WAS RESOLVED that quotes are obtained from the maintenance contractor to gravel the area, and Mr Timms for a line of memorial kerb stones for edging.	Proposed: GH. All in favour JW / VT
v.	Rose Garden bushes	
	The installation of the new memorial kerb stones will incur the removal of the rose bushes from the Rose Garden. IT WAS RESOLVED that new rose bushes and crocus are planted once the works have been completed. It is to be checked with the RHS whether rose bushes can be planted in the same location as a rose bush was previously. IT WAS RESOLVED that the residents who kindly maintain the rose garden to be informed.	Proposed: GH. All in favour JW Proposed: GH. All in favour Clerk
vi.	Rotten bench	
	IT WAS RESOLVED that the bench / owner be clarified.	Proposed: GH. All in favour GH / JN
19/146.	ACCESSIBILITY STATEMENT FOR WEBSITE	
	An accessibility statement has been drafted for the website and was sent to the web developer for approval. The developer is currently making changes to the website to ensure it meets the requirements. This work will be completed within 2 weeks. IT WAS RESOLVED that the Accessibility Statement for the website be approved. (See appendix 1).	Proposed: GH. All in favour Clerk
19/147.	STREET LIGHTING	
	Premiere Street Lighting have delivered the remaining lights to EON. The lights were just dropped off without being checked or signed for, therefore, Eon have been asked to check that the lights are all present and in good condition before the invoice is paid. IT WAS RESOLVED that Eon are chased for a response to ensure the lights are all present and in good condition. Eon have ordered two swan necks. They are due for delivery imminently and then the works should be finalised. Eon estimate one day's work. Complaints have been received regarding two street lights not working in Hillmorton Lane. We have been advised that the junction box is rotten and it cannot be connected to, however, Eon have been asked to carry out a temporary repair, even if only one can be working again until the new lights are installed. IT WAS RESOLVED that Eon are chased to carry out a temporary repair in Hilmorton Lane. The maintenance invoices to be held until action is taken by Eon.	Proposed: GH. All in favour GH Proposed: GH. All in favour Clerk
19/148.	SPEED EQUIPMENT / SPEEDWATCH	
i.	Speeding	
	Cllr Valentine has spoken with NCC Highways and a meeting has been arranged to discuss the issues in Yelvertoft. Highways only have £12k this year to carry out maintenance in the whole of Northants so it is unlikely much remedial work will be carried out. However, Highways can advise on what the PC could do. There is a road safety community fund grant available from £500 to £5,000. IT WAS RESOLVED that once we have Highways report the PC can consider any action / quotes and also respond to the resident who has kindly offered to contribute towards a speed deterrent device in the High Street. The resident to be given an update.	Proposed: GH. All in favour CV/Clerk
ii.	Speedwatch	

	IT WAS RESOLVED that once the Highways report is received a public meeting to be held to inform residents of what action can be taken, and to request more volunteers come forward for Speedwatch.	Proposed: GH. All in favour
19/149.	COLLECTION OF CHILDREN FROM SCHOOL	
	The Chairman and Cllr Chanter met with the school head teacher and bursar to express the concerns with the current system of collecting children from the school. The school now allows parents to collect their children from within the school grounds. The school are also writing to parents to ask that they act responsibly.	
19/150.	FOOTPATHS	
i.	Residents walking paths with a Councillor	
	IT WAS RESOLVED that Council invite residents, via the usual communication channels, to report any issues to the PC and/or Fix my Street, and confirm that Cllrs are happy to meet with residents to inspect any problem areas together.	Proposed: GH. All in favour Clerk
ii.	New benches outside Independent Church	
	IT WAS RESOLVED that before the form is signed to say that the PC will be the licensee for the new benches it is confirmed that the Church will be the owners of the benches and will be responsible for their maintenance.	Proposed: GH. All in favour Clerk
19/151.	RURAL EXCEPTION SCHEME	
	IT WAS RESOLVED that we accept the offer from DDC to come to the next meeting to discuss a proposed rural exception scheme.	Proposed: GH. All in favour Clerk
19/152.	LILBOURNE WINDFARM PAYMENTS	
	The Clerk and Chairman have now both written to EnergieKontor chasing the 2018 grant but to no avail. IT WAS RESOLVED that the MP be contacted to see if they can contact EnergieKontor to chase the grant payment. <i>(PMN: Lilbourne PC have received their grant but confirmed they always receive it late).</i>	Proposed: GH. All in favour GH
19/153.	FLOOD UPDATE	
	The Chairman has met with the Environment Agency (EA), and is in constant communication with them. Update report: <ul style="list-style-type: none"> The EA are defending their decision to lower the wall on the Crick Road flood storage area. This is being disputed as there are concerns that the lower the wall the less water the area can store. The three-brick reduction equates to 9” less storage which is of concern. The EA are saying that the original height could damage the brick wall. The EA have been asked if the Crick Road storage area and the Crick Road culvert can be tied together to ensure smooth flow of water. A fund is available for farmers to mitigate water from their land to help control flooding e.g. works to ditches and ponds. IT WAS RESOLVED that the landowners on the west of Crick Road are contacted to see if they are interested. The Crick Road culvert, east to west, was partly blocked. Two new plastic pipes have been installed 10m way from the existing pipes. The EA have confirmed they have no money. 	Proposed: GH. All in favour GH / JN

	<ul style="list-style-type: none"> The historic culvert overflow route which enters at 4 Bridgend has been largely blocked up. Strong concerns have been expressed. Residents who have flooded previously have understandably now installed flood defences which could mean water being displaced to other properties, especially those in Elkins Close. 	
19/154.	WELFARE OF CHICKENS AT ALLOTMENTS	
	<p>The chickens reported last meeting seem to be in worse condition with loss of feathers and possibly mite. They also seem to be increasing with 29 present. There is an increase in vermin and other allotment holders produce being eaten.</p> <p>IT WAS RESOLVED that the allotment holder is written too asking that the following action be taken within 14 days:</p> <ul style="list-style-type: none"> Reduce the chicken holding on the allotment to a maximum of four, including one cockerel if needed. This is the recommended number for personal use. Ensure that the chickens are kept in conditions stated in the Allotment Agreement, RSPCA guide to keeping animals on allotments, and the Animal Welfare Act 2006, especially with access to food and fresh water daily and provided living conditions. Immediately remove and ensure that no chickens are ever kept in the green house. Confirm that they are not keeping chickens for commercial purposes. Advise us what measures they are taking to address vermin control. Advise us of their residential address. Refer them to the British Hen Welfare Trust to take advice. 	Proposed: GH. All in favour Clerk
19/155.	PARISH NEWS REPORT	
	IT WAS RESOLVED that the author of the next Parish News report due 14.11.19 for the 01.12.19 issue is Councillor Twort. The report to be submitted after the November meeting.	Proposed: GH. All in favour VT
19/156.	NEW PLAY AREA	
	<p>Cllr Valentine has been investigating a new outdoor adult gym to be sited at the KGV Field and reported:</p> <ul style="list-style-type: none"> Outdoor gyms are very popular and as more and more adults are using the Crick Bridle Road for exercise then the KGV Field is an excellent location for a gym. Quotes for the gym equipment have been obtained, it will cost around £40k but there are several grants available. Fundraising may be needed as some are match funded. A public consultation will be carried out. Notification will be placed in the usual communication channels along with a Facebook survey. Kompan are currently running a competition for up to £50k of equipment. The Komplan logo man needs to be photographed or videoed for a new logo. The school to be approached to see if the school children would like to design this. Residents to be asked if they would like to be part of the working group. The gym is proposed for the left-hand side of the field so as not to impose on other facilities in the field. 	CV
19/157.	PARISH NEWS DELIVERY	
	<p>The gentleman who delivers the newspaper has declined the offer to quote.</p> <p>IT WAS RESOLVED that the offer received last month to deliver the Parish News for £30 per issue be accepted. Clarification is needed on which outskirts properties he will not deliver to and cover be provided for those. Neal Robertson to be informed of the change.</p>	Proposed: GH. All in favour Clerk
19/158.	VILLAGE OF THE YEAR COMPETITION 2020	

	IT WAS RESOLVED that due to all the projects currently being carried out and the Council being three councillors short then the competition is not entered.	Proposed: GH. All in favour
19/159.	LITTER PICKING	
	The school and pre-school are both carrying out litter picks this week as there was confusion as to when the Pre-school were due to carry out theirs. Council were surprised to learn that it appears only volunteers from Crick carried out the recent litter pick.	
19/160.	FINANCE	
i.	Income received	
	£50 cheque – Exclusive Rights of Burial. £250 cheque – Co-op – burial. £37.43 Interest on deposit account. £14,049 – DDC, second half of precept.	
ii.	Financial Regulations	
	NCALC have sent new suggested Financial Regulations. Proposed new Financial Regulations were circulated to all to tighten up the PCs financial controls. IT WAS RESOLVED that the proposed Financial Regulations are adopted with immediate effect. (See appendix 2).	Proposed: GH. All in favour Clerk
iii.	Poppy Wreath	
	IT WAS RESOLVED that a poppy wreath be purchased from the British Legion for Remembrance Day to the maximum cost of £25.	Proposed: GH. All in favour Clerk
iv.	External Auditors Report for 2018/19	
	External Auditors report with comment: <i>“The smaller authority has not restated the 2017/18 figure when revaluing assets in Section 2, Box 9. Please note that the Practitioners’ Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability. The smaller authority has not addressed the ‘except for’ matters raised by the external auditor when qualifying the prior year annual return. Section 2, Box 10 for the prior year should have been restated to £15,760. In addition, Section 2, Box 10 for the current year should read £17,938. Please ensure that amendments are corrected when completing next year’s AGAR.</i> <i>Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority has not provided an adequate explanation for the variance between prior and current year values in Section 2 Boxes 3 and 6.”</i> IT WAS RESOLVED that Council approve the external auditors report for 2018/19.	Proposed: GH. All in favour
v.	Budget & Precept 2020	
	IT WAS RESOLVED that all Cllrs inform the Clerk of any income and expenditure for 2020 that they wish to be added to the budget for 2020 by 20.10.19.	Proposed: GH. All in favour All
vi.	BACS Payments for Approval	
	Copies of all bank statements are passed to the Chairman. Invoices for payment: £ 16.00 SLCC (Council paid £106 last month for annual membership but invoice was revised to £122 following Clerks salary increase. £ 276.00 Yelvertoft Village Hall (Play area inspection) £ 181.77 Graham Wheat (village maintenance Sept 2019) £ 240.00 PKF Littlejohn LLP (External audit 2018/19) £ 210.00 Leicestershire Gardens (village grass cutting and cemetery mowing 19.08.19)	

	<p>£ 500.00 All Saints Church Yelvertoft (£250 Parish News sponsorship, £250 donation to church insurance)</p> <p>£ 270.00 Leicestershire Gardens (village grass cutting 16.09.19 and cemetery mowing 06 & 19.08.19)</p> <p>£ 527.36 Eon (Street light electricity 01.07.19-30.09.19)</p> <p>£ 166.10 Eon (Street light maintenance qtr ending 30.09.19)</p> <p>IT WAS RESOLVED that all BACS payments as above be processed.</p> <p><i>The Clerk processes BACS payments online and two Councillors log in and approve the payments.</i></p>	Proposed: GH. All in favour Clerk
vii.	Bank payments made during the last month not otherwise on the agenda	
	<p>£ 35.00 Anglian Water (monthly charge for water)</p> <p>£ 464.90 Samantha Haywood (wages)</p> <p>£ 15.60 Virgin Mobile (monthly mobile phone charge)</p> <p>£ 523.44 Salix (street light loan repayment)</p> <p>£ 18.00 Unity Trust Bank (service charge)</p>	
viii.	Bank Balances	
	Balance on the bank accounts as at 04/10/19:- Current account £18,567.90, Deposit account £37,165.35.	
ix.	Allotment water meter reading	
	<p>The water to the allotments has now been turned off for winter. Meter readings: allotment meter 332.002, main meter 3049.06.</p> <p>IT WAS RESOLVED that the resident using the supply be re-charged for their proportion of the cost.</p>	Proposed: GH. All in favour Clerk
19/161.	CORRESPONDENCE	
	<p>Emails Received:</p> <ul style="list-style-type: none"> • Northants ACRE. Parish Councillors network event 24.10.19 (Emailed:All) • DDC. Future of Northants – details of websites (Emailed:All) • NCALC. Update newsletter Sep/Oct 2019 (Emailed:All) • DDC. Settlements and Countryside Local Plan (Part 2) for Daventry District 2011-2029 - Modifications Consultation 23.09.19 – 04.11.19 (Emailed:All) • DDC. New rescheduled date for the Good Neighbours Annual Event – 18.03.20 at Moulton Community Centre, 10am – 2pm. • DDC. Details of £1k grant available for a Good Neighbours Scheme (Emailed:All) • W Northants Joint Planning Unit - Presentations from members & councillors' events (Emailed:All) • Flood meeting report from Chairman, and associated report from the Environmental Agency (Emailed:All) • NCALC. Launce of Building Communities Prospectus (Emailed:All) 	
19/162.	DATE OF NEXT MEETING	
	Monday 11 th November 2019 at 7.30pm in the Reading Room.	
	ITEMS FOR FUTURE AGENDA (not already in these minutes):	
	<ul style="list-style-type: none"> • Communication – May, September and February agendas. • Annual insurance review – July • Outstanding Actions Review – Sept, Dec, Mar, June 	

	<ul style="list-style-type: none"> • Village welcome signs – Spring • Annual Standing Orders Review – September • Co-option – when new Councillors come forward • Grass cutting tenders – December • Budget / Precept 2020 - November 	Clerk
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The meeting closed at 9.35 pm.

Chairman

Date:

Geoff Holmes

DDC - Daventry District Council

NCC – Northamptonshire County Council

PC – Parish Council

EA – Environmental Agency

NHW – Neighbourhood Watch

Text in italics – members of the public or notes