

YELVERTOFT PARISH COUNCIL

An ANNUAL MEETING of the PARISH COUNCIL was held by web conference, due to COVID-19, on Monday 11th May 2020 at 7.38pm and was attended by the following:

Chairman: Councillor Holmes

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

In Attendance: 5 members of the public

Clerk: Mrs S. Haywood

ITEM	MINUTE	VOTE / ACTION
20/63.	ELECTION OF CHAIRMAN	
	Cllr Holmes was nominated. There were no other nominations. IT WAS RESOLVED to re-elect Cllr Holmes as Chairman. The Chairman accepted the post.	Proposed: JW. Seconded: LP. All in favour
20/64.	APOLOGIES	
	None.	
20/65.	DECLARATIONS OF INTEREST / DISPENSATIONS	
	Cllr Wheat – Finance – payment to G. Wheat - a relation.	
20/66.	ELECTION OF VICE-CHAIRMAN	
	Cllr Chantler was nominated. There were no other nominations. IT WAS RESOLVED to re-elect Cllr Chantler as Vice-Chairman. Cllr Chantler accepted the post.	Proposed: JW. Seconded: CV. All in favour
20/67.	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	The minutes of the meeting of 06.04.20 were approved as a true and accurate record of the meeting. IT WAS RESOLVED that the minutes of the April Parish Council meeting be approved and signed by the Chairman at the next face-to-face meeting.	Proposed: GH. All in favour
20/68.	OPEN MEETING	
i.	District Councillor report	
	District Councillor Chantler reported: <ul style="list-style-type: none"> • Local Government re-organisation is going ahead as planned on 01.04.21. Elections are postponed so will consist of all sitting councillors (157 members) who will meet shortly. They need to show a fair and legal process in order for the meeting to go ahead. 	
ii.	Solar Farm Planning Application	
	Public participation: <ul style="list-style-type: none"> • Can we request a site visit? Cllr Chantler will suggest a site visit and ask DDC if the application can go to Planning Committee. • DDC have given an extension for response until 05.06.20. • This is a complex and professional application. It was felt that the PC and residents may not have the technical knowledge and understanding to consider the application fully. A lack of knowledge will have an impact and influence responses so information needs to be disseminated at the outset. 	AC

- The PC should seek views of residents initially as gauging sentiment is very important. This needs to target every household and not just electronically as the community shop survey showed that 25% of residents do not have a computer. A clear simple survey should be created, and also a leaflet to send to all households. It is not as simple as asking 'do you like solar energy', 'is the solar farm a good idea' etc. The details need to be examined e.g. site complex security measures such as CCTV.
- Any survey should evidence the PCs opinion, link to the applications original text, and must have a balanced approach. The pros and cons could be stated at the start of the survey.
- There is very little time to produce a leaflet/survey, collate the responses, and arrange another meeting.
- Joining Yelvertoft to Crick with industry is not good.
- The PC are considering legal advice to support or challenge the application due to the technical knowledge required.
- DDC planning do not take a lot of notice of PCs.
- The applicants are stating that 80% of the attendees from their public exhibition were in favour, however, this only equates to 24.5 people out of 34 responses which is not reflective of enough residents' opinion.
- DDC have not consulted enough people and the timescale for response is too short. The neighbour of the development has not had any notification from DDC.
- The application has been publicised on the PCs website and Facebook pages but it is recognised that not everyone has computer access. Crick PC have also publicised it and are against the development.
- Some feedback from residents is that they have heard of the application but thought it had already been approved and is going ahead.
- Loss of green space, the cumulative effect with the wind turbines, and flooding are of concern.
- The most fundamental point of application is contributing to climate change and CO2 omissions. This is part of the local authorities plans and policies.
- There is a strict legal framework for planning applications which includes timescales. There is a statutory limit to elapse between submission, validation, and determination. If not determined within the limit, the applicant has a right to appeal against non-determination. The only way to increase consideration is for the applicant to withdraw the application.

Lightrock Power:

- They wish to understand financial contribution. Are there any specific projects village organisations would like financial support for? They do not wish to have a slush fund. The community windfarm fund is well received. The contribution would not be as much as the windfarm fund.
- They have approached a couple of organisations already to discuss financial contributions.
- They will email the Clerk their contact details and invite questions.
- They agree the timing is awful. Most people had details of the application before Christmas and they received good feedback. It could be viewed as cynical detailing the application prior to Christmas when people are distracted. The application was submitted to DDC before COVID-19. DDC took time to process the application and they had to supply additional information.
- They are proud of this application and see it as positive.
- They are happy to help disseminate information to residents.

Responses:

- S106 would be more useful to the village rather than having ring-fenced financial incentives. There was discomfort in the fact that Lightrock were offering financial incentives.
- The current windfarm fund is difficult to get money from.

	<ul style="list-style-type: none"> • Why has the application been submitted during lock down? What is the emergency? It is an opportunistic use of lockdown for a controversial application. If the developer cares about what residents think they would have delayed. It also seems underhand that the initial application was publicised just prior to Christmas when people are very busy. The application is now submitted during COVID-19. • Could Lightrock supply a pdf of the map of the proposed area for the farm which can be included in the publicity? Credit would be given to Lightrock for the pdf. (Lightrock confirmed they would send this to the Clerk). • Have Lightrock seen videos of the flooding? (Yes) 	
20/69.	PLANNING	
i.	Manor Cottage, 92b High Street	
	Construction of detached car port. IT WAS RESOLVED to respond to DDC with no observations.	Proposed: GH. All in favour Clerk
ii.	DA/2020/0200 Solar farm	
	<p><i>See Open Meeting.</i></p> <p>Construction of a solar farm to generate up to 49.9 MW of energy, comprising of ground mounted solar panels, new vehicular entrance onto Crick Road with internal access tracks, and other associated infrastructure including substation with tower, control room, inverter/transformers, containers, security fencing, CCTV, and landscaping works.</p> <p>MOTION: Council to discuss and decide if professional advice is needed for this application. PC do not have expertise in such applications.</p> <p>Amendment to motion: Council to discuss and decide if professional advice is needed for the solar farm planning application as the PC do not have expertise in such applications. Professional legal advice is subject to residents being in majority against the application. Legal advice to be to a maximum of £1,000.</p> <p>IT WAS RESOLVED that subject to the outcome of the resident's survey, and the majority of residents being against the application, that legal advice be sought to a maximum cost of £1,000.</p> <p>IT WAS RESOLVED that the PC accept the offer from Cadence PR to have a meeting.</p> <p>IT WAS RESOLVED that a residents' leaflet and an online survey be developed and distributed.</p> <p>IT WAS RESOLVED that the PC survey the residents for their opinion and a separate planning meeting be held to discuss the application further, and decide upon a response.</p> <p>Concerns were expressed that contacting individual organisations and offering money from Lightrock Power was not a balanced approach and will influence. The process should be fair.</p> <p><i>Councillor Parker left the meeting.</i></p>	<p>Proposed: GH. All in favour</p> <p>Proposed: GH. All in favour</p> <p>Proposed: GH. All in favour Clerk</p> <p>Proposed: GH. All in favour Clerk</p> <p>Proposed: GH. All in favour Clerk</p>
iii.	DCO/2020/0001. DIRFT	
	Discharge of several requirements. IT WAS RESOLVED to respond to DDC with no observations as such applications are recommended by government and PCs do not have any influence.	Proposed: GH. All in favour Clerk
20/70.	ELECTION OF OFFICERS & PLANNING COMMITTEE	
i.	Allotment Officer	
	IT WAS RESOLVED that the Chairman be re-elected as Allotment Officer.	Proposed: JW. Seconded: VT All in favour

ii.	Burial Officer	
	IT WAS RESOLVED that the Clerk be re-elected as Burial Officer, and Cllr Twort continue as Deputy Burial Officer.	Proposed: GH. All in favour
iii.	Planning Committee	
	IT WAS RESOLVED that the chairman, Cllr Valentine, Cllr Parker, Cllr Twort, and Cllr Chantler be elected to the Planning Committee.	Proposed: GH. All in favour
20/71.	GENERAL POWER OF COMPETENCE (GPC)	
	IT WAS RESOLVED that the PC are still not eligible for GPC as they do not have sufficient elected councillors.	Proposed: GH. All in favour
20/72.	STANDING ORDERS – ANNUAL REVIEW	
	IT WAS RESOLVED that the PC Standing Orders are still sufficient and no amendments required.	Proposed: GH. All in favour
20/73.	FINANCIAL REGULATIONS / RISK ASSESSMENT – ANNUAL REVIEW	
	IT WAS RESOLVED that the PCs Financial Regulations/Risk Assessment are still sufficient and no amendments required.	Proposed: GH. All in favour
20/74.	TEAMS	
	An update on the teams and projects had been circulated to all. IT WAS RESOLVED that all to reply to the Clerk within 14 days to the report.	Proposed: GH. All in favour
20/75.	STREET LIGHTING	
	We have finally received a revised quote from EON for the 2 remaining lights. The order has been confirmed. Eon are trying to locate the swan necks. Hopefully, they will undertake the work very shortly.	GH
	Light opposite the pub – Western Power discovered that the light sensor and driver had been stolen. DW Windsor have said they will send us the missing parts for the lamp so it can be fixed.	GH
20/76.	WILDFLOWER AREA	
	IT WAS RESOLVED to grant permission to plant a wildflower area at KGV field and approve the cost of clearing the area at a cost of £50. The seeds will particularly attract bees and butterflies.	Proposed: GH. All in favour JW
20/77.	CLERKS CONTRACT OF EMPLOYMENT/JOB DESCRIPTION & GRIEVANCE & DISCIPLINARY POLICIES	
	IT WAS RESOLVED to adopt the Grievance & Disciplinary procedures.	Proposed: GH. All in favour
	IT WAS RESOLVED to discuss the Clerks Contract of Employment and Job Description at her appraisal.	Proposed: GH. All in favour GH
	IT WAS RESOLVED that the Chairman and Clerk arrange a date for the Clerks appraisal.	Proposed: GH. All in favour GH/Clerk
20/78.	ALLOTMENTS	

	IT WAS RESOLVED to invoice the allotment tenant whose plot had a rat infestation to the value of £175 to cover the cost of the pest control contractor, and to include the £12 overdue rent. Legal action to be taken to recover the costs should the invoice not be paid.	Proposed: GH. All in favour Clerk																																				
20/79.	FINANCE																																					
i.	Income received																																					
	£37.10 Bank interest, deposit account. £12 SO, allotment rent. £300 Cheque, Co-op, burial & Exclusive Rights of Burial. £14,751.50 DDC, 1 st half of precept. £417.91 NCC, grass mowing grant 2019.																																					
ii.	Donation to Independent Chapel																																					
	IT WAS RESOLVED that Council make a donation of £25 to the Independent Chapel for use of their meeting room for the March 2020 Parish Council meeting.	Proposed: GH. All in favour Clerk																																				
iii.	Annual Governance Statement 2019/20 of the Annual Governance and Accountability 2019/20 Part 3																																					
	IT WAS RESOLVED that Council approve Section 1 - Annual Governance Statement 2019/20 of the Annual Governance and Accountability 2019/20 Part 3.	Proposed: GH. All in favour Clerk																																				
iv.	Section 2 - Accounting Statements 2019/20 of the Annual Governance and Accountability 2019/20 Part 3																																					
	IT WAS RESOLVED that Council approve Section 2 - Accounting Statements 2019/20 of the Annual Governance and Accountability 2019/20 Part 3.	Proposed: GH. All in favour Clerk																																				
v.	PC Insurance																																					
	IT WAS RESOLVED that the PC insurance is still sufficient for the needs of the council, and to renew the premium this year at a cost of £536.40 (agreed to a 3-year contract). The Clerk to get clarity from the insurer for several queries that were highlighted – mainly excessive cover for certain areas.	Proposed: GH. All in favour Clerk																																				
vi.	BACS Payments for Approval																																					
	Copies of all bank statements are passed to the Chairman.																																					
	Invoices for payment:																																					
	<table border="1"> <thead> <tr> <th>Payee</th> <th>Amount</th> <th>Description</th> <th>Power to pay</th> </tr> </thead> <tbody> <tr> <td>Haynes Tree Care</td> <td>£270.00</td> <td>Grass cutting village 30.03.20 and cemetery 01.04.20</td> <td>HA(1980)s96</td> </tr> <tr> <td>Eon</td> <td>£166.10</td> <td>St light maintenance 1 Jan – 31 Mar) – Payment to be held until st light works have been completed.</td> <td>HA(1980)s301</td> </tr> <tr> <td>Eon</td> <td>£1,048.99</td> <td>St light electricity qrt 1</td> <td>Highways Act 1980, s.301</td> </tr> <tr> <td>Haynes Tree Care</td> <td>£80.00</td> <td>Mowing KGV field, allotments and peripheries</td> <td>Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10</td> </tr> <tr> <td>David McCallum</td> <td>£13.74</td> <td>Fuel for mower</td> <td>Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10</td> </tr> <tr> <td>Mrs Jolly</td> <td>£50.00</td> <td>Equipment storage</td> <td>Public Health Act 1875, s.164 Open Spaces Act 1906, ss.9 and 10</td> </tr> <tr> <td>Armstrong Pest Control</td> <td>£175.00</td> <td>Allotment rat's infestation</td> <td>Small Holding & Allotments Act 1908, ss. 23, 26, and 42</td> </tr> <tr> <td>NFU Mutual</td> <td>£297.27</td> <td>Mower and tractor insurance</td> <td>LG Act 1972 s 111</td> </tr> </tbody> </table>	Payee	Amount	Description	Power to pay	Haynes Tree Care	£270.00	Grass cutting village 30.03.20 and cemetery 01.04.20	HA(1980)s96	Eon	£166.10	St light maintenance 1 Jan – 31 Mar) – Payment to be held until st light works have been completed.	HA(1980)s301	Eon	£1,048.99	St light electricity qrt 1	Highways Act 1980, s.301	Haynes Tree Care	£80.00	Mowing KGV field, allotments and peripheries	Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10	David McCallum	£13.74	Fuel for mower	Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10	Mrs Jolly	£50.00	Equipment storage	Public Health Act 1875, s.164 Open Spaces Act 1906, ss.9 and 10	Armstrong Pest Control	£175.00	Allotment rat's infestation	Small Holding & Allotments Act 1908, ss. 23, 26, and 42	NFU Mutual	£297.27	Mower and tractor insurance	LG Act 1972 s 111	
Payee	Amount	Description	Power to pay																																			
Haynes Tree Care	£270.00	Grass cutting village 30.03.20 and cemetery 01.04.20	HA(1980)s96																																			
Eon	£166.10	St light maintenance 1 Jan – 31 Mar) – Payment to be held until st light works have been completed.	HA(1980)s301																																			
Eon	£1,048.99	St light electricity qrt 1	Highways Act 1980, s.301																																			
Haynes Tree Care	£80.00	Mowing KGV field, allotments and peripheries	Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10																																			
David McCallum	£13.74	Fuel for mower	Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10																																			
Mrs Jolly	£50.00	Equipment storage	Public Health Act 1875, s.164 Open Spaces Act 1906, ss.9 and 10																																			
Armstrong Pest Control	£175.00	Allotment rat's infestation	Small Holding & Allotments Act 1908, ss. 23, 26, and 42																																			
NFU Mutual	£297.27	Mower and tractor insurance	LG Act 1972 s 111																																			

	<table border="1"> <tr> <td>NCALC</td> <td>£440.00</td> <td>Internal Audit 2020 & 2021</td> <td>LG Act 1972 s 111</td> </tr> <tr> <td>Graham Wheat</td> <td>£131.99</td> <td>Maintenance April 2020</td> <td>Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10</td> </tr> <tr> <td>Samantha Haywood</td> <td>£294.28</td> <td>Clerks expenses (includes stationery, Dropbox, working from home allowance)</td> <td>LGA (1972) s111</td> </tr> </table>	NCALC	£440.00	Internal Audit 2020 & 2021	LG Act 1972 s 111	Graham Wheat	£131.99	Maintenance April 2020	Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10	Samantha Haywood	£294.28	Clerks expenses (includes stationery, Dropbox, working from home allowance)	LGA (1972) s111	Proposed: GH. All in favour Clerk												
NCALC	£440.00	Internal Audit 2020 & 2021	LG Act 1972 s 111																							
Graham Wheat	£131.99	Maintenance April 2020	Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10																							
Samantha Haywood	£294.28	Clerks expenses (includes stationery, Dropbox, working from home allowance)	LGA (1972) s111																							
	<p>IT WAS RESOLVED that all BACS payments as above be processed. <i>The Clerk processes BACS payments online and two Councillors log in and approve the payments.</i></p> <p>IT WAS RESOLVED that the Clerk circulate a breakdown of her expenses.</p>	Proposed: GH. All in favour Clerk																								
vii.	Bank payments made during the last month not otherwise on the agenda																									
	<table border="1"> <thead> <tr> <th>Payee</th> <th>Amount</th> <th>Description</th> <th>Power to pay</th> </tr> </thead> <tbody> <tr> <td>Anglian Water</td> <td>£35.00</td> <td>Monthly charge for water</td> <td>Public Health Act 1936 s 125</td> </tr> <tr> <td>Samantha Haywood</td> <td>£464.90</td> <td>Wages</td> <td>LGA(1972) s112</td> </tr> <tr> <td>Virgin Mobile</td> <td>£15.60</td> <td>Monthly mobile phone charge</td> <td>LGA (1972) s111</td> </tr> <tr> <td>Unity Trust Bank</td> <td>£18.00</td> <td>Quarterly service charge</td> <td>LG Act 1972 s 111</td> </tr> <tr> <td>HMRC</td> <td>£440.00</td> <td>Clerks PAYE Qrt4</td> <td>LGA(1972) s112</td> </tr> </tbody> </table>	Payee	Amount	Description	Power to pay	Anglian Water	£35.00	Monthly charge for water	Public Health Act 1936 s 125	Samantha Haywood	£464.90	Wages	LGA(1972) s112	Virgin Mobile	£15.60	Monthly mobile phone charge	LGA (1972) s111	Unity Trust Bank	£18.00	Quarterly service charge	LG Act 1972 s 111	HMRC	£440.00	Clerks PAYE Qrt4	LGA(1972) s112	
Payee	Amount	Description	Power to pay																							
Anglian Water	£35.00	Monthly charge for water	Public Health Act 1936 s 125																							
Samantha Haywood	£464.90	Wages	LGA(1972) s112																							
Virgin Mobile	£15.60	Monthly mobile phone charge	LGA (1972) s111																							
Unity Trust Bank	£18.00	Quarterly service charge	LG Act 1972 s 111																							
HMRC	£440.00	Clerks PAYE Qrt4	LGA(1972) s112																							
viii.	Bank Balances																									
	Balance on the bank accounts as at 03/05/20:- Current account £15,914.48, Deposit account £47,239.92 (£10k legacy earmarked for cemetery).																									
20/80.	CORRESPONDENCE																									
	<ul style="list-style-type: none"> • DVLA. Vehicle tax reminder for tractor. Renewed. • CPRE. Countryside Voice newsletter Spring 2020 <p>Emails Received:</p> <ul style="list-style-type: none"> • NCALC eUpdate newsletter Mar/Apr 2020 (Emailed:All) • My Neighbourhood Plan. Planning webinar 19.04.20 (Emailed:All) + follow up slides. • DDC. Details of COVID-19 support for residents (Emailed:All, Parish News, Website, Facebook) • NCC. Details of COVID-19 support for residents (Emailed:All, Parish News, Website, Facebook) • NCALC. Weekly Coronavirus update report & e-Update (Emailed:All) • Northants Highways. Notification of road from Elkington being closed 20.04.20 for maintenance (Emailed: All, Facebook) • DDC. Notification on DDC processing planning applications during the coronavirus crisis (Emailed:All) • DDC. Northants Together Campaign launch (Emailed:All, website, Facebook, Parish News) • DDC. COVID-19 leaflet to be delivered to all residents (Parish Mag team, website) • NCALC. Training courses 2020 (Emailed:All) 																									
20/81.	DATE OF NEXT MEETING																									
	Monday 8 th June 2020 at 7.30pm by web conference due to COVID-19.																									
	ITEMS FOR FUTURE AGENDA (not already in these minutes):																									
	<ul style="list-style-type: none"> • Communication – May, September and February • Outstanding Actions Review – Sept, Dec, Mar, June • Annual insurance review – May 2021 • Village welcome signs – Spring 2020 																									

	<ul style="list-style-type: none"> • Annual Standing Orders Review – May 2021 • Budget / Precept – November 2020 • Poppy wreath – September 2020 	Clerk
--	---	-------

The meeting closed at 9.26 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*

DRAFT