

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 18 JUNE 2018 AT 7.30PM

PRESENT: Councillors Linda Baker, Andrea Gladden, Adrian Kelly, Michael Loggin and Diana Sheasby.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), Chris Duff and Gary Sewell from Gigaclear and three members of the public.

APOLOGIES: Councillor Andrew Woods submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Councillor Richard Bland submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

In the absence of the Chairman, Councillor Michael Loggin chaired the meeting.

16/18 DECLARATION OF INTERESTS – There were no declarations of interest.

17/18 MINUTES - The minutes of the meeting held on 21 May 2018 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 21 May 2018 be approved.

18/18 MATTERS ARISING FROM THE MINUTES OF 21 MAY 2018 – There were no matters arising.

19/18 GIGACLEAR INSTALLATIONS – The Chairman introduced Gary Sewell and Chris Duff from Gigaclear and they were in attendance at the meeting to discuss the installations Gigaclear had been carrying out in the village.

Chris Duff gave an overview of the tendering process and reported that Gigaclear had won the contract with Build UK from 1 January 2018, for the installation of fibre broadband in a number of rural areas in Northamptonshire. He advised that the usual practice was for Gigaclear to engage with the Parish Council prior to the installation starting. However this contract had been started quickly, under the supervision of Chris' predecessor and this engagement had unfortunately not been carried out and the usual advisory letter had not been sent to residents two weeks prior to the work starting. This had led to a number of issues with residents in the village.

Two residents were in attendance at the meeting and reported to Mr Duff and Mr Sewell the exceptionally poor way in which they had been treated by Trenchcut employees, who were the contractor for Gigaclear. Mr Duff apologised for how their contractor had behaved and would address the situation after the meeting. Mr Sewell advised that he tried to visit the village at least once a day, sometimes twice if time allowed, to enable him to monitor the work as it was being carried out. If there were any issues on site with the contractor, then Mr Sewell had the power to stop the work immediately.

Mr Duff advised that the work was currently ongoing in Main Street on one side and work on the other side of the street, would probably start next week. The residents and Councillors advised Mr Duff to make sure that he gave the home owners in Main Street, plenty of notice that work was due to start so that alternative parking arrangements could be found. If he did not, then parked cars would cause an obstruction and possibly delay their installations. There would also be traffic management on Main Street, but this would be taken down at the end of each day.

Mr Sewell updated the Parish Council with regard to an issue which a resident had with the grass verge outside of his property. They had now come to an agreement about how this would be resolved.

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Mr Duff accepted that the handling of this project had not been good enough and he was doing his best to put it right.

Chris Duff and Gary Sewell were thanked for attending and they left the meeting at this point.

Resolved that the report be noted.

20/18 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS - There was no report from District Councillor and County Councillor Rebecca Breese.

21/18 OPEN FORUM – There were no further items for discussion.

22/18 VILLAGE MATTERS

i) Farthinghoe Road Vehicle Activated Sign (VAS) – Councillor Adrian Kelly reported that he had met with Steve Barber from Northants Highways last week and it had been agreed exactly where the poles for the VAS would be located. Once the Clerk had received a plan, the application for the Section 50 licence would be submitted.

Resolved that the report be noted.

ii) Pavilion and Playing Field/Playing Field Association – Councillor Michael Loggin reported that although the lease had been signed, there was an issue with one of the clauses. Councillor Andrew Woods would be advising further on this matter.

Resolved that the report be noted.

iii) Church Footpath – Councillor Adrian Kelly reported that the footpath to the Cemetery was overgrown and needed cutting back and it was suggested that Mick Dempsey be asked to carry out this work.

Resolved that Mick Dempsey be asked to cut back the vegetation along the footpath to the Cemetery.
Action TG

23/18 PARISH COUNCIL MATTERS

i) Parish Council Documents – Prior to the meeting, a number of documents had been circulated to the Parish Council.

Resolved that the following documents be approved:

- Asset Register 2018/2019
- Risk Management Log 2018/2019
- Financial Regulations 2018/2019
- Standing Orders 2018/2019
- Complaints Procedure
- Freedom of Information Policy
- GDPR/Data Protection Policies

24/18 PLANNING

i) **Resolved** that, it be noted that, since the last meeting, the Parish Council made no comments on the following planning application, which had been submitted to South Northamptonshire Council: S/2018/0870/LBC, Newbottle Manor Road to Church, Newbottle

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- ii) **Resolved** that, it be noted that, no tree notifications had been determined by South Northamptonshire Council's Planning Committee since the last meeting.
- iii) **Resolved** that, it be noted that, since the last meeting, the following tree notification had been determined by South Northamptonshire Council's Planning Committee:
S/2018/0978/TCA, Land to the south of Clock House, Main Street, Charlton
Remove two alders and one scots pine

25/18 FINANCE

- i) Cemetery – The Parish Council considered a request from the PCC for an additional £100 from the Parish Council towards managing the Cemetery.

The Parish Council felt that as this additional funding had not been budgeted for, the request should be considered during the budgeting process for 2019/2020.

Resolved that the request not be approved and the additional funding be considered during the 2019/2020 budgeting process. **Action TG**

- ii) Accounts - The Clerk submitted to the Parish Council, the accounts to be paid and a quote from Mark Brown for the refurbishment of the Parish Council noticeboard.

Resolved that:

- 1) the following accounts be approved for payment:

T Goss – Salary June 2018	£119.00
T Goss – Expenses for June 2018	£8.38
HMRC – June 2018 payment	£29.80
Adderbury Parish Council – Use of laptop and printer for 2018/2019	£30.00
Adderbury Parish Council – Contribution towards Clerks SLCC Membership	£46.25
Eon – Street lighting maintenance	£113.15

- 2) the quote from Mark Brown of £188 to refurbish the Parish Council noticeboard be approved.
Action LB/TG

- iii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 18 June 2018 for the Lloyds TSB bank accounts.

Resolved that the bank reconciliation for the Lloyds TSB bank accounts be noted.

- iv) Internal Audit 2017/2018 – Prior to the meeting, a number of documents had been circulated to the Parish Council.

Resolved that the following documents be approved:

- Internal Audit Report 2017/2018;
- Effectiveness of the Internal Audit 2017/2018; and
- Statement of Internal Audit Control 2017/2018.

26/18 CORRESPONDENCE – There was no further correspondence.

27/18 MEETING DATES - The Parish Council noted the following meeting dates, all commencing at 7.30pm at Charlton Memorial Hall (unless otherwise stated):

- 16 July 2018 (including a walk around the village at the end of the meeting)

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- 17 September 2018
- 15 October 2018
- 19 November 2018

28/18 ITEMS FOR THE NEXT AGENDA

1. Poors Allotment Committee

(The meeting closed at 8.40pm)

Signed, Chairman – 16 July 2018