

# PATTISHALL PARISH COUNCIL

MINUTES of the Parish Council meeting held on Thursday, 10<sup>th</sup> October 2024 in Pattishall Parish Hall, at 7.00 pm

**PRESENT:** Cllr D. Hodges, Vice-Chairman Cllr S. Raper  
Cllr D. Keeble Cllr F. Mytton  
Cllr J. Russell Cllr I. Illingworth

In the Chair, Mr David Hodges, Vice-Chairman, who welcomed everyone to the meeting, and reminded everyone that Parish Council meeting can now be recorded by the public as long as this did not disrupt the running of the meeting.

A 15 minute slot had been set aside at agenda item **Parishioners Points** for village residents to raise matters with the Council. The 'invitation' to attend the meeting can be found on the facebook page & PC website.

**ATTENDING:** 5 Parishioners

**APOLOGIES – Reasons for absence to be declared.** Cllr B. Evans (Personal),  
Cllr N. Banister (Personal)

**DECLARATION OF INTERESTS – Interest & nature of interest to be declared. NONE**

**MINUTES OF PREVIOUS MEETING:** These had been previously circulated & were duly proposed, seconded and signed by the Chairman as a true record with the following amendments:

- P 299 typing error in 2<sup>nd</sup> paragraph
- P 301 Primrose Cottage – to note, only the annex to be pulled down.

**MATTERS FOR REPORT – New & Arising from the Minutes:**

**Allotment Association – Liaison – B. Evans**

- Allotment rents have been collected for the 2024/25 season.
- £630.00 to be credited to the PC account with a further £110.00 to be collected.

**Lighting – F. Mytton**

- PL107, PL61 to be updated – PC agreement.
- Correspondence from resident regarding lack of lighting in Malus Close. Concern expressed regarding the timing the lights should turn off & on.

**Highways safety, improvements & maintenance – N. Bannister (Apologies given)**

- A list of measure undertaken this month has been seen to all PC members.
- Disappointment to note that the promised road repairs due at the end of September have been put back until March / April 2025.
- Ditch clearance: ditches on Banbury Lane need clearing. This is the responsibility of the landowner.
- VAS/SID systems – the suppliers have been identified for members to assess. Matter for discussion at the November PC meeting.

**Grass Cutting, Churchyard, Hedges & Trees – D. Hodges**

- Church Wall: query who owns the wall? Archdeacon to let PC know.
- Curtilage of the Churchyard: Archdeacon to let PC know.

- DH met with tree officer regarding work needed on the following trees:
  - a) Churchyard trees
  - b) Playing field trees
  - c) Booth Close Mound
  - d) Eastcote Hill (Landowner is Mr Bird)
  - e) Fosters Booth Road trees – concern that power wires are being obstructed. Letter to be sent to Western Power requesting a site visit.

- Grass mowing, work being card out weather permitting.

#### **Village & Playing Fields Maintenance – J. Russell**

- Weekly equipment check: JR has the rota
- Monthly check undertaken by J. Russel
- Equipment has been treated & painted.
- Kompan – request for reply to letter sent by JR.
- Eastcote waste bin;
  - a) Request for a new WNC bin refused.
  - b) PC to purchase a new bin which will be put onto the WNC collection list.
  - c) Bin to be purchased from the WNC preferred company @ £185.0 + VAT + £45.00 for a new post.
  - d) Contractor to be contacted to install the new bin. All matters agreed by PC.

#### **School Liaison – I. Illingworth**

- Children to visit the Houses of Parliament,
- Cost of coach @ £1150.00 – donation received from Picnic in the Park event.
- Children shaped road signs discussed. Concern regarding moving them in & out of school premises.

#### **Playground Equipment – I. Illingworth, J. Russell**

- To consider putting a ‘disclaimer’ sign on the playing fields notices. J. Russel to check wording.
- £200.00 to be spent on a bench for Butchers Lane play area.
- Home made ramp found on the playing fields to be removed.
- Should consider replacing the Zip Wire, wire. Possible cost @ £1,500.00
- Amount spent on new equipment @ £10,800.00.
- New equipment for Butchers Lane to be budgeted for.

#### **Defibrillator – I. Illingworth**

- Details of South Responders to be sent to I. Illingworth.

#### **Parish Council Face Book – N. Banister, S. Raper.**

**Grants & Notice Boards – I. Illingworth.** Nothing to report this month.

#### **Community & Engagement – S. Raper & I. Illingworth**

#### **Public Footpaths – J. Russell, & working Group**

- New kissing gate – landowner has agreed. Pell will supply and fix. PC agreed to cost.
- Report that the stile at Suttons Walk is rotten. JW to make a site visit.
- RN10, Katie Roberts (R of W) to make a site visit.

#### **Tiffield, Gayton, & Pattishall Minibus – N. Banister**

**Around Pattishall – B. Evans – latest edition out**

**FIVE YEAR PLAN – On going budgeting for new play equipment.**

#### **VE 80 PREPARATIONS – I. Illingworth, B. Evans, S. Raper**

- Pattishall will be marking the event with Cold Higham PC. Suggestions include:
  - Friday – cheese & wine evening.
  - Saturday – a dance
  - WI will be putting on events the weekend before.

**PARISH FLOODING – J. Russell**

- Correspondence received from residents.
- New development on Butchers Lane badly flooded.
- Water appears to have come from outside Stonecroft in Church Street. J. Russell has written a report which has been sent to Louisa Clarke the WNC senior flood risk officer.

**PARISHIONERS POINTS**

- Residents deeply concerned about the flooding.
- PC to give support.

**PARISH HALL / PLAYING FIELDS – S. Raper**

- Fire extinguishers have been refreshed.
- Another quote has been received for the new fire alarm.
- Flashing from the walls need attention.

**CORRESPONDENCE:** Dealt with throughout the Minutes.

**PLANNING:** D. Keeble

Application	Location	Proposal	Comments
2024/4472/FUL	Land adj. 28 High Street	Self-build dwelling	Confirmed
2024/4316/FUL	Ivydene, Gayton Rd. Dalscote	2 storey side & single storey rear extensions & alterations	No objections
2024/0395/PIP	Land to rear of 14 Birds Hill Road Eastcote	Demolition of existing buildings & erection of 1-2 new dwellings	WNC refusal
2023/6849/RM	Fairfield, Butchers Lane	Variation of conditions	WNC approval

- **DHL** – waiting to see if / when the company will appeal against the planning application refusal by WNC Strategic Planning committee.

<b>FINANCE: Bank Balances:</b>	a) Current a/c (T1)	£40,410.08
	b) Savings Account a/c (T2)	£86,412.08
Monies Received:	Allotment Rents	£630.00
	2 <sup>nd</sup> half of the precept	£31,750.00

It was **RESOLVED** that the following accounts be paid online & authorised by:  
Cllr D. Hodges & Cllr D. Keeble

Online Ref	Payee	Details	Amount	VAT	Total
OL 10/1	HMRC	Clerk's PAYE	96.67		96.67
OL 10/2	G. Mooney	Garden of Remembrance x 2	100.00		100.00
OL 10/3	R. A. Hawtin	Allotment rent 01/10/24 to 31/3/25	200.00		200.00
OL 10/4	CGM Inv.9605	Parish grass mowing	853.75	170.75	1024.50
OL 10/5	PKF Inv.SB20242694	External audit fees	315.00	63.00	378.00
OL 10/6	AVA Inv. AVAA3328	Replace top spring on cableway	1242.40	248.48	1490.88
OL 10/7	Npower	Lighting supply	30.56	1.53	32.09
OL 10/8	Ann Addison (Clerk)	Salary & Expenses	386.66	64.24	450.90

**Finance Issues**

- Please note that individual members cannot order works to be undertaken without the consent of the Council. Members cannot authorise payments without the consent of Council.
- Request for the 4 bank signatories can make transfers from the saving account (T2) to the Current a/c (T1 if necessary) in between meetings.
- Suggest the precept amount should in future always go into the T2 a/c.

**External Audit Report 2023/2024**

- Except for the following matter, on the basis of section 1 & 2 of the Annual Governance & Accountability Return (AGAR) no other matter have come to our attention giving cause for concern that relevant legislation & regulatory requirements have not been met.
  - a) Budget & precept approval was not adequately minuted.
  - b) Bank reconciliations to take place more regularly.
  - c) Employment figures to be reviewed,
  - d) To be reviewed:
    - (i) Asset Register
    - (ii) Risk assessment to be updated
    - (iii) Timing of submission
- To note: it was pointed out that the PC was undertaking a review of its policies including the Code of Conduct, the Asset Register, Risk Register & the new Financial Regulations.
- The Clerk's Contact of Employment & job description were also under review.

**INSURANCE – D. Keeble**

- It was agreed that D. Keeble would investigate insurance suppliers.
- Recommendation by D Keeble that the Council change suppliers from Gallaghers to Clear Councils, which was agreed.
- The Council agreed to include covering the streetlights
- The Clerk wrote to Gallaghers stating the Council would not be renewing their contract. No response received at time of October PC meeting.

**REPORTS from COUNCILLORS & THE CLERK:**

- Police Liaison Representative - to be voted in at the PC AGM. Role description received.
- Street Watch advert received.
- Minibus – it was agreed to donate £500.00 from this year's budget.

**REPORT FROM WEST NORTHANTS COUNCIL**

**Cllr A. Addison, Lead Member for Pattishall, Cllr K. Cooper, Cllr A. Brown**

Cllr Addison presented her report at the Annual Parish Meeting

- Traders are now back on the Northampton market square
- WNC has won a high court action regarding House of Multiple Occupancy.
- WNC are supporting job seekers with funding from the UK Shared Prosperity Fund.
- Parents & guardians across West Northants are being urged to get their 2 & 3 year olds protected / vaccinated with the free flu nasal spray.
- The new Civic Protocol has been published.

**FUTURE AGENDA ITEMS**

- Updated Code of Conduct – November meeting.
- SID/VAS signs – November meeting

There being no further business the Chairman closed the meeting at 9.00 pm

**DATE OF NEXT MEETING: THURSDAY, 14<sup>th</sup> NOVEMBER 2024, 7.00 pm in Pattishall Parish Hall.**

**Signed:**

**Date:**