



## OLD PARISH COUNCIL

Chairman: Colin Smart Clerk: To be appointed

### Minutes of the Meeting held on Wednesday 13<sup>th</sup> February, commencing at 8pm in the Community Centre, Townson Close, Old, Northamptonshire

#### Councillors Present:

R Bury, S Gohil, N Moore,  
C Smart, J Robson

**Members of the Public: 0**

**Minutes taken by: R Bury/Typed by C Smart.**

- 1/2/19 To accept apologies and approve reasons for absence  
Councillors Beckett, and Haughney, offered their apologies.
- 2/2/19 Declarations of Interest: To receive any declarations of interest under the Councils  
Code of Conduct related to agenda items  
**No Declarations.**
- 3/2/19 Representations from members of the public - **None**
- 4/2/19 Minutes: **approved** the minutes of the meeting held January 16<sup>th</sup> 2019
- 5/2/19 Matters Outstanding

Agenda item	Who	Action Point
4/1/2019	CS	Arrange village annual litter pick and clean for Spring. - <b>Councillor Smart Offered up "7<sup>th</sup> April and 5<sup>th</sup> May as potential dates .. Agreed 7<sup>th</sup> April at 10:00 am</b>
6/1/2019	CS/AB	Check S50 license documentation and forward any outstanding forms onto NCC - <b>Submitted - to be followed up by Councillor Gohil to get timings</b>
6/1/2019	AB	Refer electric fence to Nick Wedgbrow at Northamptonshire Highways - <b>Response Received, Fence is to Standards required - No further action</b>
9/1/2019	CS	Obtain quotes for code lock for Cherry Hill defibrillator - <b>Purchased and Recd CS to Fit ASAP</b>
10/1/2019	SG	Make contact with Ian Boyes at Highways as introduce himself as the main contact on Parish Council - <b>Called and Emailed But not made Contact .. will followup.</b>
11/1/2019	CS	Purchase and install new litter bin for Cherry Hill - <b>Order Placed CS will Install in Due Course (Current Cost £164 ex VAT)</b>
12/1/2019	CS	Action new appointment of Clerk and arrange handover with previous Clerk Mrs Rosie Warne - <b>Handover completed.. See agenda Item 13/2/19</b>
13/1/2019	CS	Apply for grass mowing grant from Urban Highways - <b>Done</b>
14/1/2019	AB	Contact MP to gain permission to submit his letter to the Parish Council website - <b>Done and uploaded</b>
15/1/2019	CS	Submit agreed precept - <b>Done</b>
18/1/2019	JR	Obtain quotes for new Christmas lights and decorations - <b>Councillor Robson has completed review and has offered to provide the lights as a gift to the</b>

Signed by Chairman:

Date:

- 6/2/19 Planning: To receive updates and agree any actions  
**None**
- 7/2/19 Playground: To receive latest inspection  
**Councillor Moore has done inspection...form to be completed and forwarded to "clerk" for filing.**
- 8/2/19 Community Defibrillator – **Inspection Complete.. No Issues.**
- 9/2/19 Mobile Speed Monitors  
**Councillor Gohil will progress Highways on Posts.  
Councillors Gohil & Smart will install units when Posts avail  
Councillor Gohil will undertake the rotation and care of units.**
- 10/2/19 Replacement litter bin for Cherry Hill  
**Councillor Smart will Install when received.**
- 11/2/19 Northamptonshire Village Awards  
**As we don't have a clerk it was agreed that we should not apply this year.**
- 12/2/19 Attendance at Induction of New Vicar.  
**Councillor Moore Agreed to Attend  
Councillor Smart To Inform Church.**
- 13/2/19 Recruitment of new Parish Clerk  
**Council discussed the requirements and agreed to take more time over finding new Clerk. CS will discuss with NCALC to get process in place . It was agreed that in addition to using NCALC network, Website and notice boards we should also ensure vacancy is highlighted in Newsletter and potentially by Flyer.  
Selection Committee to be decided at next meeting**
- 14/2/19 Council Appointed Trustee  
**The Council agreed that Councillor Gohil should approach Annette Bardin to ask if she is prepared to continue the Role.**
- 15/2/19 Future Meetings : **It was agreed to move the Meetings to the second Wednesday of the month starting at 7:30 pm. This change to be added to Newsletter.**
- 16/2/19 Correspondence  
Rural Services Bulletin – Circulated – Noted  
Parish Newsletter – Draft Circulated – Agreed  
NCalc eUpdate – Circulated – Playground inspection Requirements noted.  
Pitsford UserGroup Mtg Minutes – Circulated – Noted  
Town & Parish Council Mtg 13<sup>th</sup> Dec - Circulated – Noted  
Local Govt Reorganisation – Noted – Too late to Reply ( Clerk resignation and Short leadtime)

17/2/19 Finance

- 1) Reconciliation: **Councillor Smart Reported that he was reformatting the reports and hoped to have a complete restatement of the reconciliation's for this year at next meeting.**
- 2) Budget for financial year 2019/2020 was reviewed, and agreed, with some reservations about the calendarisation.
- 3) To approve list of payments totalling £186.26 - **Approved**

Date of Invoice	Details	Amount	Cheque Number
1/2/19	SSE – Electricity Bill - January	186.26	DD

18/2/19 Reports:

- a. Trustee Representative : **Nothing to report**
- b. Police and Neighbourhood Watch Co-ordinator: **No Report**
- c. Highways Representative : **Still to make Contact Re Memorial Step and progressing of Speed Monitor**
- d. Parish Councillors
  - i. Councillor Bury has been advised that there had been an incident at Cherry Hill in the icy conditions.

19/2/19 Forthcoming Meeting 2019 – 13<sup>th</sup> March 2019  
Meeting dates for 2019 - 10<sup>th</sup> April, 8<sup>th</sup> May, 12<sup>th</sup> June, 10<sup>th</sup> July, 11<sup>th</sup> September, 9<sup>th</sup> October, 13<sup>th</sup> November, 11<sup>th</sup> December

**NEW ACTION POINTS**  
**FOLLOWING MEETING**

Agenda item	Who	Action Point
4/1/2019	CS	Litter pick to be published for 7 <sup>th</sup> April at 10:00 am
6/1/2019	SG	Follow up on implementation of Posts for Speed Monitor.
9/1/2019	CS	Install lock on Cherry Hill defibrillator
10/2/19	CS	install new litter bin for Cherry Hill
12/2/19	CS	Inform Church of N Moore Attendance.
18/1/2019	CS	Thank Robsons for Xmas lights.
13/2/19	CS	Liase with NCALC re vacancy for Clerk.
14/2/19	SG	Confirm Trustee Nominee still wants role.
15/2/19	CS	Meeting Dates :Update Website and add to Newsletter.
18/2/19	NM	Playground Inspection for Feb to Clerk .
17/2/19	CS	Reconciliation's Available.
18/2/19	SG	Highways OK with Charities working on Memorial Step.

Signed by Chairman:

Date: