

LOWICK & SLIPTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Wednesday 17th July 2024 at 7.00pm at The Germain Rooms Lowick

Present: Councillors W Childs (Chair), S Gardner, D Campden, D Chipchase

In attendance: Mrs N Phillips (Clerk). 1 x member of public

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| 24.07/053 | To receive and approve apologies for absence Cllrs L Blow and C Bithray, A Hughes Flood Warden | | | | |
| 24.07/054 | Public participation session Member of public addressed the Council about vehicle strikes to cottages on Robbs Lane. | | | | |
| 24.07/055 | To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None | | | | |
| 24.07/056 | To receive and approve for signature the minutes of the meeting held on Wednesday 29th May 2024 Resolved: Approved and signed by the Chair | | | | |
| 24.07/057 | To note any matters arising from the minutes not included on this agenda for report only Photograph portrait of King Charles III displayed on wall of Germain Rooms | | | | |
| 24.07/058 | To receive and approve the revised Financial Regulations Resolved: Approved | | | | |
| 24.07/059 | To receive and approve the Balance of Accounts/Bank Reconciliation Resolved: The balance of accounts and the bank reconciliation were approved and signed by Cllr Childs | | | | |
| 24.07/060 | To examine and approve the Bank Statements Bank balance stands at £20330.63 including Pocket Park funds. Resolved: Bank statements approved and signed by Cllr Childs | | | | |
| 24.07/061 | To approve and authorise payment of the following invoices | | | | |
| | Cheque | Payee | Item | Amount | Power to Pay |
| | 100604 | N A Phillips | May expenses | £26.27 | LGA 1972 s 111 |
| | BAC7 | Wicksteeds | Annual inspection of playground | £158.40 | LGA 1972 s124 |
| | BAC8 | Eon Energy Solutions | Streetlight maint 01.04.2024 - 30.06.2025 | £60.00 | PCA 1957 s3 |
| | 100603 | N A Phillips | July salary - transfer funds | £355.88 | LGA 1972 s112 |
| | DD4 | HMRC | Clerks July tax | £4.80 | LGA 1972 s 112 |
| | 100604 | N A Phillips | June expenses | £29.60 | LGA 1972 s 111 |
| | 100604 | N A Phillips | 25% contribution to Microsoft office 365 | £19.99 | LGA 1972 s 111 |
| | BAC 9 | JJB Grab Hire | Pocket Park Fencing | £6,920.64 | LGA 1972 s124 |
| | 100605 | N A Phillips | August Salary | £355.88 | LGA 1972 s112 |
| | DD4 | HMRC | Clerks August Tax | £4.80 | LGA 1972 s 112 |
| | DD5 | SSE | Unmetered supply for year to date | £TBC | PCA 1957 s3 |
| | | J Blowfield | Pocket Park Mowing 1 cut | £TBC | LGA 1972 s124 |

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| | Resolved: All payments authorised – cheques signed by Cllr Childs and Gardner, online payments authorised by Cllr Gardner |
| 24.07/062 | To note the continuing failure of SSE to invoice for streetlighting electricity use Resolved: Contacted for the third time – being looked into |
| 24.07/063 | To note the setting up of the direct debit to HMRC Resolved: Third attempt successful |
| 24.07/064 | To note the receipt of the Barclays Business Debit Card Resolved: Noted – Cllr Gardner to research how an unused card can be temporarily ‘frozen’ for security purposes. |
| 24.07/065 | To review the budget and make any adjustments necessary. Resolved: No action needed at this stage |
| 24.07/066 | To note the Clerk’s hours worked. Resolved: 5 hrs worked over those contacted for – to review in September. |
| 24.07/067 | To consider and resolve the council’s response to planning applications listed below plus any other planning applications advised by North Northamptonshire Council and available on its website between the circulation of this agenda and the meeting. None received |
| 24.07/068 | To note response to applications received and reviewed between meetings None received |
| 24.07/069 | To note planning decisions made by NNC NE/24/00272/FUL – refused. NE/24/00348/TCA - permitted |
| 24.07/070 | To note that the weekly safety checks of the Pocket Park Equipment are carried out. Resolved: Checks carried out by Cllr Chipchase |
| 24.07/071 | To discuss funding options for the Drayton Road Recreation Field and Pocket Park and to resolve what action to be taken Resolved: Enquiry as to donation of memorial bench – Clerk to follow up. PC to provide annual grant (amount to be confirmed) to cover essential work with funding from other sources to be obtained for further improvements. |
| 24.07/072 | To note that the weekly checks of the defibrillators are carried out Resolved: Checks carried out by Cllrs Blow and Bithray. Batteries may need replacing before too long which will incur some expense. |
| 24.07/073 | To discuss any highways, or rights of way issues and to resolve what action to be taken Resolved: Vehicle strikes to properties in Robbs Lane – initial advice from NNC indicates that little can be done, Clerk to enquire about road markings and the installation of a vehicle deflecting kerb. Clerk to write to NNC waste collection service to remind them of the need for care if entering Robbs Lane. |
| 24.07/074 | To note any issues with the Council’s assets, including streetlighting, and to resolve what action if any to be taken Resolved: Nothing to report |
| 24.07/075 | To receive the results for the survey of assets to record condition and any remedial work needed Resolved: Survey results received from Cllr Bithray, Cllr Chipchase to carry out Lowick survey over the weekend. |

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| 24.07/076 | <p>To discuss possible traffic calming measures at Lowick including funding</p> <p>Resolved: Clerk continuing to research costs and possible funding sources.</p> |
| 24.07/077 | <p>To receive a report from Adam Hughes, Flood Warden, including the draft Flood Management Plan</p> <p>Resolved: Blocked drains reported to NNC, concerns around managing loose straw when being transported through village raised with Drayton Estate.</p> |
| 24.07/078 | <p>To approve the Biodiversity Plan</p> <p>Resolved: Plan approved with measures to enhance the biodiversity at the Pocket Park discussed. Cllr Gardner to construct an owl box to be situated in a suitable tree. Clerk to liaise with contractor to leave an unmown 'meadow' strip around the edge of the Park.</p> |
| 24.07/079 | <p>To approve and adopt the revised Complaints Procedures</p> <p>Resolved: Approved and adopted</p> |
| 24.07/080 | <p>To receive an update on obtaining a Gov.UK domain name and email address</p> <p>Resolved: Quotes received from two companies but due to costs and complexity of setting this up it was resolved to leave this matter until there is an absolute need to do it.</p> |
| 24.07/081 | <p>Correspondence</p> <p>Resolved: NNC Summer Activities poster to go on noticeboard</p> |
| 24.07/082 | <p>To confirm the date of the next meeting as 18th September 2024</p> <p>Resolved: Date confirmed with the Pocket Park meeting taking place at 6.45pm followed at 7.00pm by the Parish Council meeting</p> |
| 24.07/082 | <p>To close the meeting</p> <p>The meeting closed at 19.50 pm</p> |

Signed:

Dated: