

**Minutes of the Parish Council Meeting of Hargrave Parish Council**  
Held on Monday 2nd March 2020 in Hargrave Village Hall

Members present:  
Cllr J Gunthorpe in the Chair

Councillors  
D Farrington N How C Jones  
Clerk- Ms J Hodgson

1 members of the public was present.

The meeting started at 7.30pm

**19-118 Apologies for absence**

Apologies were received from Councillors Brotherton, Clarke, and West. **RESOLVED** that the apologies were accepted.

**19-119 Minutes**

**RESOLVED:** that the Minutes for the meeting held 3<sup>rd</sup> February 2020 be approved and signed by the Chairman.

**19-120 Declaration of interests**

There were no declarations made.

**19-121 Public Speaking Time**

There were no members of the public present.

**19-122 Report from Northants County Councillor and East Northants District Councillor**

NCC Councillor Hughes had not provided a report. A written report from ENC Councillor Howell had been circulated to all councillors.

**19-123 Financial Matters**

a. Cheques for payment

**RESOLVED** that the following payments be authorised.

100893	Aylesbury Mains Ltd – repair of street lamp – Parish Council Act 1957	£57.24
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100895	Hargrave Parish Church – annual rent due under the lease to for the village hall Local Government (Misc. provisions) Act 1976 s19	£50.00
100896	J Hodgson – 1 x salary & Expenses LGA 1972 s111 & s112	£211.86
100897	HMRC – quarterly payment of tax & NI - LGA 1972 s112	£151.60

- b. Financial report from the Clerk - As at 14<sup>th</sup> February 2020 (the latest bank statement) the Council had an available cash balance of £13224.68 split between the current account and the deposit account.

The final quarter's payment to HMRC has been prepared and year submission will be made shortly.

- c. Effectiveness of internal control for the year ending 31<sup>st</sup> March 2020 - Having reviewed requirements of internal control as detailed in the Governance and Accountability for Smaller Authorities it was **RESOLVED** that the Council is satisfied that the with the effectiveness of its internal control processes for the year 2019-2020.
- d. Internal auditor for the year ending 31<sup>st</sup> March 2020 - **RESOLVED** that Greenbiro be appointed to undertake the internal audit function for the year ending 31<sup>st</sup> March 2020 at a cost of £150.00
- e. Risk Assessment reports – **RESOLVED** that the 'Financial & Governance', 'grit bin' and 'speed sign' risk assessment documents are fit for purpose without amendment.
- f. Permissive Title for the triangular field – it was noted that the upgrade to an Absolute Title had been completed; Minutes 17.51,17.75 f and 19.94 c refers.
- g. Ring fence funds for a specified purpose - After consideration of the Council's financial position and anticipated financial commitments it was **RESOLVED** that £2000.00 be transferred to the deposit account to be held for the purpose of land purchase for recreation use.

## 19-124 Planning Matters

- a. Planning applications

**20/00139/FUL** Conversion and extension of existing detached garage to create 3-bedroom dwelling with associated, access, parking and amenity space (Re-submission of 18/02362/FUL) at Idle Acre Nags Head Lane

**RESOLVED:** The Parish Council has considered the planning documents available and resolved to object to the application as it would like reassurance from the Ward Member and case officers that the highways implications have been fully assessed and examined.

Nags Head Lane is a tiny rural road that has experienced a significant amount of development creep over the past twenty years. Parish Council members are not highways experts and as such would like to see a formal analysis of the road, traffic movements and traffic volume be undertaken in the interests of public safety and the amenity of existing residents before any further development is considered.

Nags Head Lane is a narrow road that is ill equipped to deal with increasing traffic volumes that inevitably accompany an increased number of dwellings. The road is difficult to negotiate given the combination of moving vehicles, parked vehicles, pedestrians and horse riders.

In the event that planning consent is granted, the Council would request that sufficient drainage is provided as part of the proposal to prevent surface water run-off onto the road. Nags Head Lane particularly suffers with ice in the winter and Council would seek to minimise the potential for ice in the interest of public safety.

The junction of Nags Head Lane with Church Road and Church Street is in very poor condition. Northamptonshire Highways is aware of the situation but does not have the finance to undertake remedial works and has listed it for future attention. The Parish Council would request that consideration is given to requiring developers to make a financial contribution to highway improvements within Hargrave.

**19/01970/FUL** Conversion of existing agricultural barns to form 2 no dwellings together with associated alterations at Hargrave Lodge Farm

The Council is conscious that this development is in open countryside and unnecessary development should be avoided.

However, notwithstanding the above, the Council recognises that the barns proposed for redevelopment are no longer required for agricultural purposes and are otherwise derelict. Providing appropriate diligence is applied when considering the highways access and the impact on other road users, the Parish Council does not object to the proposal.

- b. Planning decisions made by East Northamptonshire Council – It was noted that planning consent had been issued in the following cases.

19/01869/AMD Non material amendment to allow for minor changes to the layout of windows and doors and reconfiguration of internal layout, pursuant to 19/01471/FUL Rectory View Church Road

- c. Street naming suggestion for the development off Church Road: Primrose Way – **RESOLVED** that the Parish Council does not object to the suggestion.
- d. East Northamptonshire Local Plan Part 2 (additional sites consultation) – **RESOLVED** that the Parish Council does not have any comment to make.
- e. East Northamptonshire Housing Extension Supplementary planning document consultation – **RESOLVED** that a consultation response be sent to East Northamptonshire Council stating the Parish Council's opinion that the supplementary planning document should be more forward looking, in that it should address climate change mitigation measures and sustainability. For example, requirements for rain water harvesting, permeability of hard surfacing to absorb precipitation, especially where local geology renders soakaways unviable.

### **19-125 Neighbourhood Plan**

The report that forms Appendix A was received.

### **19-126 Production of the Hargrave Herald**

Further to Minute 19.92 it was noted that the Parish Council was not required to assist with production at the present time.

### **19-127 Village Infrastructure**

- a. Rights of Way- there were no reports given.
- b. Surface water flooding – further to Minute 19.110, correspondence from Northamptonshire Highways was received advising that they do not have any plans or schematics for the surface water drains in Hargrave. It was requested that more detailed information was obtained regarding the recent visit by the 'super jetter', particularly the extent to the works.

Correspondence was received from East Northamptonshire Council Planning Policy department advising that a report on the capacity of the surface water drains would be a 'material consideration' in future planning applications but the amount of 'weight' given to such a report would depend on the findings of the assessment.

It was noted that confirmation had been received that the Parish Council could apply to the Pathfinder scheme, administered by Northamptonshire County Council. If accepted onto the scheme, the Council would receive a report from a civil engineer on the drainage system which could form a useful basis for a more detailed assessment. The Pathfinder scheme included a grant of up to £3000.00 for flood alleviation measures. **RESOLVED** that an application to the Pathfinder scheme should be made.

It was noted that Councillor Howell had taken on board the Parish Council points regarding the planning case officers apparent disregard of the planning consultation responses submitted with requests for surface water mitigation measures.

#### **19-128 Community and road safety**

It was noted that a property on Church Street had created a parking bay partly on the front garden and partly on the road. There was concern that this stretch of road was narrowed by cars parked on the opposite side and it would be difficult for agricultural vehicles to get through. **RESOLVED** that enquiries should be made to determine whether any form of consent would be required for this arrangement from either East Northamptonshire Council or Northamptonshire County Council and that the selling agent be advised that the council is making enquiries to this effect.

#### **19-129 Report from village hall committee representative**

There was no report to give.

#### **19-130 Report from the Wind Farm Trust representative**

There was no report to give.

#### **19-131 Date of the next scheduled meeting**

The next scheduled meeting will be on 18<sup>th</sup> May 2020

#### **19-132 Closure of the Meeting**

**RESOLVED:** that the meeting be closed to the public and press as the following discussion is likely to include matters of a confidential nature.

#### **19-133 Boundary adjacent to the Hoggin Ditch**

Further to Minute 19.116 the Clerk reported on the action taken and likely costs. It was noted that the formal instructions to the solicitor would be referred to the chairman prior to signing.

Meeting closed 9.15 p.m.

**Chairman**

## Neighbourhood Plan Steering Committee

### Monthly Update – February 24th, 2020

1. There was no HNP Steering Committee meeting held during January.
2. A “town hall meeting” in the Village Hall was held 9th December during which the survey findings were reported and discussed in public giving everyone a chance to attend, see a slide show, hear a briefing, read the reports and tour the display boards which highlighted all the findings.
3. During December the Steering Group worked hard to collate, review, report and feedback the results of the residents’ survey. The slide show from the public meeting which covered the results, together with the more detail report of the survey findings, have both been made available to the public through the HNP website.
4. Feedback from the December meeting, and from residents who have read the report of the survey results, has been overwhelmingly positive. The feedback confirms residents’ clear understanding and recognition of the issues they identified through the survey.
5. The strong, unequivocal findings of the survey provide very clear mandates for the draft policy content and thrust of the neighbourhood plan.

### Next Steps

#### Q1/ 2020

- i. Apply for the maximum funding grant of £9,000 at the earliest opportunity.
- ii. Draft the policy content of Hargrave’s Neighbourhood Plan based upon the questionnaire results. (Work is underway through the steering group members).
- iii. Define the future settlement boundary of the village and assess the number of development plots within that boundary. (Work is underway)
- iv. Approach three or four NP consultants with a broad outline of our requirements and ask them to come for interview ahead of selection of an external consultant with a clear brief to support the HNP process.

### Future Work

#### Q2/ 2020

- v. Once drafted, reviewed and assembled, present the draft policies to the village through another village “town hall” meeting. (9th May target date)
- vi. Listen to village feedback on the policies, appoint the consultant and complete the policies.
- vii. Issue an invitation to landowner/developers who are interested to participate in a public showing of their potential development plans. This invitation would go out after the village consultation on 9th May. Potential developers will be briefed individually on the draft policies and developing nature of the HNP before they put in any proposal. Residents will have the opportunity to listen to the developers, consider the developers’ proposals, and express their opinions (anonymously). The intention is then to incorporate the residents’ views on those sites within the NP.

#### Q3/2020

- viii. Capture vehicle counts to factually demonstrate the traffic management issues ix. Engage a traffic engineer to postulate solutions that address the concerns voiced in the questionnaire, and consider embracing those solutions in the plan x. Draft the plan Q4/2020 xi. Finish writing the plan, review it and present it back to the village and the PC.

Next HNP Steering Committee will be held on Monday, 9th March 2020 at 7 pm in the Village Hall.

### List of correspondence received

1. Email: Northamptonshire County Council consultation Carer's Services Questionnaire
2. Email: Northants Highways weekly list of schemes 10<sup>th</sup> January 2020
3. Email: Northants CALC mini eUpdate 10<sup>th</sup> January 2020
4. Email: Chairman of East Northamptonshire Council's Civic Service - Sunday 1st March 2020
5. Email: Environment Agency: Deadline extension for previously exempt abstraction activity licence applications
6. Email: Northants Highways weekly list of schemes 17<sup>th</sup> January 2020
7. Email: Northants CALC mini eUpdate 17<sup>th</sup> January 2020
8. Email: Information Commissioner Office latest newsletter January 2020
9. Email: East Northamptonshire Council details of resident's survey
10. Email: Notification of adoption of Bedford Borough Local Plan 2030
11. Email: Rural Matters Newsletter (circulated to councillors)
12. Email: Parish Council Defibrillator Initiative Drive (London Hearts Charity)
13. Email: Details of Northants ACRE Parish Council Network Event - 25/02/2020
14. Email: Northants Highways weekly list of schemes 24<sup>th</sup> January 2020
15. Email: Northants CALC mini eUpdate 24<sup>th</sup> January 2020
16. Email: Bromham Neighbourhood Development Plan consultation (circulated to councillors)
17. Email: Northants CALC training newsletter (circulated to councillors)
18. Email: CPRE – details of road show (circulated to councillors)
19. Email: CPRE litter heroes awards details
20. Email: Northants Highways weekly list of schemes 7<sup>th</sup> February 2020
21. Email: Northants CALC mini eUpdate 7<sup>th</sup> February 2020
22. Email: NCALC survey (circulated to councillors)
23. Email: Details of Mayor of Raunds' Murder Mystery Dinner - 20<sup>th</sup> March 2020
24. Email: Details of Raunds Mayor civic serviced
25. Email: Information Commissioner's Office newsletter (February 2020)
26. Email: Details of next meeting with the Office of the Police Fire & Crime Commissioner
27. Email: Northants Highways weekly list of schemes 31<sup>st</sup> January 2020
28. Email: NCALC Jan/Feb eUpdate (circulated to councillors)
29. Email: Police Fire & Crime Commissioner newsletter
30. Email: Keep Britain Tidy campaign
31. Email: Details of police surgeries
32. Email: Northants Highways weekly list of schemes 14<sup>th</sup> February 2020
33. Email: Northants CALC mini eUpdate 14<sup>th</sup> February 2020
34. Email: Northamptonshire County Council Consultation on Children's Centre Targeted Support Services in Corby
35. Email: Agenda and papers for the ENC Joint Standards Complaints Committee
36. Email: Details of Northamptonshire's OPFCC Youth Commission (forwarded to councillors)
37. Email: Invitation to a Key Services Day (circulated to councillors)
38. Email: N ACRE Village Viewpoint Winter 2019/20 (circulated to councillors)
39. Email: Details of N ACRE Northamptonshire village of the year awards
40. Email: Future Northants Engine Room Member Tours – 28 February and 4 March (circulated to councillors)
41. Email: Councillor meeting - to include an update on Precept, Policing Budget & Fire and Rescue Budget 2020/21 for OPFCC
42. Email: Details of road closure (circulated to councillors)
43. Email: Northants Highways weekly list of schemes 21<sup>st</sup> February 2020
44. Email: Northants CALC mini eUpdate 28<sup>th</sup> February 2020
45. Email: Northants Highways weekly list of schemes 28<sup>th</sup> February 2020
46. Email: Ordnance survey newsletter February 2020
47. Email: ENC Town and Parish Briefing February 2020
48. Email: ENC meeting agenda and papers to be held 02/03/2020
49. Email: Police Fire & Crime Commissioner newsletter