

**Minutes of the Parish Council Meeting of Hargrave Parish Council**  
Held on Monday 2<sup>nd</sup> November 2020 on Zoom

Members present:  
Cllr J Gunthorpe in the Chair

Councillors  
J Brotherton M Clarke D Farrington J Jones N How H West  
Clerk- Ms J Hodgson  
ENC Councillor Howell  
1 member of the public

This meeting was held 'remotely' via an internet platform as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

**20-88 Apologies for absence**

Apologies were received from NCC Councillor Hughes.

**20-89 Minutes**

**RESOLVED:** that the Minutes for the meeting held 19<sup>th</sup> October 2020 be approved and signed by the Chairman

**20-90 Declaration of interests**

There were no interests declared.

**20-91 Discussion with the Emergency Planning Team re the Pathfinder III scheme**

The meeting was joined by J Berrill of the NCC Emergency Planning Team to discuss the scheme. Ms Berrill outlined the scheme together with details of what would be expected from the Parish Council or another community group. Councillors outlined the issues that they want to be assessed by the civil engineer including areas of surface water flooding, pipe work that is thought to be broken and capacity of the network.

The Parish Council is also interested in receiving an independent report on recommendations that would minimise future surface water flooding occurrences such as permeable 'hard landscaping' for future developments.

Cllr Farrington offered to meet with the civil engineer when a site visit is made.

**20-92 Public Speaking Time**

There were no members of the public present.

**20-93 Report from Northants County Councillor and East Northants Councillor**

A written report had been circulated to all councillors prior to the meeting. Cllr Howell gave an update on the transformation to unitary status.

**20-94 Financial Matters**

- a. Cheques for payment

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

100917	J Hodgson – 2 x salary & Expenses LGA 1972 s111 & s112	£490.14
100908	Poppy Appeal – Wreath for November 11 <sup>th</sup> – LGA 1972 s137	£60.00

- b. Financial report

As at 14<sup>th</sup> October 2020 (the latest bank statement) the Council had an available cash balance of £26822.31 split between the current account and the deposit account. This balance does include the grant for the Neighbourhood Plan that the Parish Council is holding on behalf of the steering group. The second and final instalment of the Precept was received on 29<sup>th</sup> September (£3500.00).

- c. Budget for the year 2021- 2022

A draft budget had been circulated to all councillors prior to the meeting.

**RESOLVED:** that a budget of £7500.00 for the year 2021-21 be set as designated under the cost headings shown in appendix A

- d. Precept for 2021-2022

Consideration was given to whether the Precept should be raised to match the budget. It was noted that there were new dwellings within the parish that would share the cost across more households and therefore the impact on residents should be minimal. This would allow the Council to undertake more maintenance works around the village and at the end of the year, any surplus funds could be ear marked for the community open space fund and transferred to the deposit account.

**RESOLVED:** that a precept demand under s41 of the Local Government Finance Act 1992 be issued to be issued to East Northamptonshire Council for £7500.00 for the year 2021/22 as Hargrave Parish Council has calculated that the budget requirement, as calculated in accordance with s50 of this Act, is £7500.00.

- e. Providers for street lighting electricity

It was noted that Clear Utility Solutions, working in partnership with NCALC, had recommended a three year contract with YU Energy that would offer a saving of £30.00 per year. **RESOLVED** The Council should change energy suppliers to YU Energy with Clear Utility Solutions managing the change over from e-on.

- f. Purchase of a projector screen

Further to Minute 20.59 it was reported that a screen could be sourced for approximately £150.00 giving a total project cost of £600.00. At the suggestion of Cllr Howell it was **RESOLVED** that a £200.00 grant application be made to her 'empowerment fund towards the costs.

Councillor Howell left the meeting (8.28pm)

## **20-95 Planning Matters**

- a. Planning applications - *None*

- b. Planning decisions made by East Northamptonshire Council

It was noted that planning permission had been granted in the cases of:

20/00946/FUL Erection of garage at Rectory View, Church Road

### **20-96 Update on the Neighbourhood Plan**

The report that forms Appendix B was received.

### **20-97 Village Infrastructure**

- a. Surface water drainage, especially on Church Street

It was noted that Minute 20.81 should read Church Street rather than Brook Street. The Northants Highways Area Highways manager would be undertaking a site visit on 4<sup>th</sup> November.

It was noted that an email had been sent to the Anglian Water Head of Collections Services to determine whether any information could be provided to indicate the capacity of the existing sewage system and the number of properties it could support without issues arising.

- b. Vegetation overgrowing the highway and street lamps highway vegetation

Further to Minute 20-80 it was **RESOLVED** that the Council will instruct J Steele to cut back the vegetation obscuring the street lamp on Brook Street in the interest of public safety. The adjacent homeowner will be advised that this work will take place and be given 14 days to notify the Council of any objections. It was agreed that instructing J Steele to do the work represented best value to the Council and alternative quotes would not be solicited.

- c. Street lighting contractor have been furloughed

It was noted that the staff at Aylesbury Mains Ltd had been furloughed and would be returning to work on 2<sup>nd</sup> November and this has delayed the repair of street lamps.

### **20-98 Community and road safety matters**

It was noted that stones had been placed on the verge outside Rectory View and these were considered to be a potential safety hazard for vehicles. The matter had been referred to Northants Highways for their opinion.

It was suggested that the developer at Rectory View be asked to 'join up' the footpath in the interests of public amenity.

### **20-99 Report from village hall committee**

"We had our last meeting on 4 Feb 2020, and have not met, for obvious reasons since. There should have been an AGM in March (when all adult Parishioners could have attended) so, no minutes to give. There were 10 members, too many to get together anywhere, and nothing to decide on. The 59 Club lottery is functioning, the floor was varnished just before Lockdown, a Smart meter put in for electricity supply, a grant of £940 received from Wind Farm Trust towards the new notice board, water rates paid." It was noted that the Committee had

appeared to have received an unsolicited payment from East Northamptonshire Council, most likely to be a Business rated relief grant due to Covid 19. This is a central government initiative.

### **20-100 Report from the Wind Farm Trust representative**

It was reported that the meetings had restarted but there was little business to discuss.

### **20-101 List of correspondence**

The list that forms Appendix C was noted. No further action was required.

### **20-102 Next scheduled meeting**

The next scheduled meeting will be on 4<sup>th</sup> January 2021 although this date may be changed in December.

Meeting closed: 9.03 p.m.

**Chairman**

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**Appendix A**

### **Budget 2021-22 Cost headings**

Admin costs:

\*Audit 200.00

\*Insurance 240.00

\*Subscriptions 250.00

\*ICO registration 35.00

725.00

Staff costs 3150.00

Office costs 150.00

Election expenses 0.00

Lighting - power 380.00

Lighting - repairs 500.00

Section 137 60.00

Training for cllrs/clerk 200.00

Grants 0.00

Neighbourhood Plan 500.00

Hedge & track works 435.00

Grass cutting 400.00

Misc/contingencies: 1000.00

TOTAL 7500.00

Neighbourhood Plan Steering Committee

Monthly Update – 2nd November, 2020

1. Summary: The Hargrave Neighbourhood Plan is being written up (by consultants Kirkwells) before being presented to both the villagers and the PC for their consideration and forward endorsement to ENC for their review. The content of that plan is largely forged; the design code being the only main piece of work remaining in progress (supported by consultants AECOM, recently appointed). Refer below for more detail.
2. There was an HNP Steering Committee meeting held during October.
3. The strong, unequivocal findings of the survey continue to provide a very clear mandate for the draft policy content and thrust of the neighbourhood plan. The policy content has passed through their first public consultation:
  - a. The draft policy document was published on the website during the last week of August.
  - b. A “town hall open meeting” was held 5th September. During the open meeting the draft policy document was displayed with limited hard copies made available to the public. The document was publicly briefed and discussed through a Q&A session.
  - c. This process has provided everyone in the village with a chance to attend the meeting, see a slide show, hear a briefing, read the reports and tour the display boards which highlight the draft policies, and to provide their feedback.
  - d. A structured feedback process similar to that of the survey was run, with a high number of responses received. The results of that feedback have affirmed overwhelming support for the proposed policies. Any comments that were provided have been collated and were considered by the Steering Committee during the October meeting.
  - e. Where considered appropriate the draft policies have been adjusted to improve them in the light of those comments received: without changing the thrust of the document which the village has again endorsed as representative of villagers’ views.
4. The Steering Group has appointed Kirkwells as consultants to the HNP. The consultants have extensive experience in successfully advising on and preparing neighbourhood plans that have been successfully adopted by councils. They also have experience in rural Northamptonshire.
5. Kirkwell are currently writing up the plan, drawing heavily on the solid work done to date by the steering group. Unfortunately the partner responsible has been taken suddenly ill, and the time scale is therefore now slipping from the programme agreed, which would otherwise have produced the final document for review by the PC in December. This may now be deferred until the New Year.
6. The Steering Group ran a “Call for Sites” in order to help identify and consider any potential development sites in the village.
  - a. Three proposed development sites were brought forward by two landowners, and have been published for public consideration on the website (rather than hold a public meeting, given the Covid-19 risks).
  - b. The Steering Group has considered all three sites, met “virtually” with the developers/landowners, and will publish its findings in due course through the plan.

- c. Written responses will also be provided to the two landowner/developers outlining the considerations of the Steering Group, ahead of the steering group's recommendations being included within the plan, ahead of consultation with the village and the PC.

#### Next Steps

Q4/ 2020

- i. Finalise the design code recommendations
- ii. Finalise the plan, write up and bring forward to the PC for consideration.

#### Future Work

Q1/ 2021:

- iii. Once the HNP is drafted:
  - a. present the draft plan to the village through another village "town hall" meeting (date and method TBC)
  - b. final review with HPC
  - c. submission of plan to ENC (Q1/2021)

Through 2021:

Run the formal process and formal public consultations with village/HPC and ENC.

Secure adoption late 2021

Next HNP Steering Committee will be held on Monday, 9th November 2020 at 6.30pm on ZOOM.

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## Appendix C

### Correspondence received September to November 2020

1. Email: NCALC Friday mini e -Update 4/09/2020 (circulated to councillors)
2. Email: Northants Highways weekly list of schemes
3. Email: OPFCC September 2020 newsletter (circulate to councillors)
4. Email: ENC News – East Northamptonshire Council future proofs grants to the voluntary sector
5. Email: ENC News – ENC launches new tool to increase recycling
6. Email: NCC Consultations: Community Health and Wellbeing Services 2020 (circulated to councillors)
7. Email: NCC Consultations: COVID-19 in Northamptonshire - Community Engagement
8. Email: NCC Consultations: Northampton Local Cycling and Walking Infrastructure Plan consultation
9. Email: Details of 'Next Steps in the Community Response to the Coronavirus Pandemic' zoom meeting, circulated to councillors
10. Email: Latest news from the ICO
11. Email: NCALC Friday mini e -Update 11/09/2020 (circulated to councillors)
12. Email: Northants Highways weekly list of schemes
13. Email: NCC Consultations: Emergencies: How prepared are you? Survey

14. Email: Reminder of Bedford BC consultation re Splitting the Council's Self-Build and Custom Housebuilding Register
15. Email: Heart Charity offering £200.00 grant towards a defibrillator
16. Email: NACRE 'Find out more about Good Neighbours!' Zoom meeting (circulated to councillors)
17. Email: approach by 'what3words' for use in Hargrave
18. Email: NCALC Friday mini e -Update 18/09/2020 (circulated to councillors)
19. Email: Northants Highways weekly list of schemes
20. Email: NCALC Friday mini e -Update 25/09/2020 (circulated to councillors)
21. Email: Northants Highways weekly list of schemes
22. Email: Northants Highways weekly list of schemes
23. Email: Latest news from the ICO (01/10/2020)
24. Email: ENC News: East Northamptonshire Council formally objects to MCHLG planning system changes (circulated to councillors)
25. Email: Northants CALC eUpdate - Sept/Oct 2020 (circulated to councillors)
26. Email: BHIB - FREE Guide: New rules for your Council website
27. Email: N ACRE – details of green homes grant
28. Email: Bedford Borough Local Plan Review: Call for Sites Information Online
29. Email: ENC news: Have your say on Rushden Planning proposals
30. Email: ENC Joint Standards Complaints Committee agenda and papers for 14/10/20
31. Email: Northants Highways weekly list of schemes
32. Email: NCALC Friday mini e -Update 09/10/2020
33. Email: NCALC: Winter support in the community
34. Email: NCALC Health and wellbeing survey
35. Email: Northants Highways weekly list of schemes
36. Email: NCALC Friday mini e -Update 16/10/2020
37. Email: ENC news: Vote for a Nene Valley star
38. Email: NCC consultation on school term dates 2022-2023
39. Email: ENC agenda and papers for meeting 26/10/2020
40. Email: N ACRE October news bulletin (circulated to councillors)
41. Email: N ACRE event – improving bio-diversity in your community
42. Email: CPRE – details of virtual planning road show
43. Email: Northants Highways weekly list of schemes
44. Email: NCALC Friday mini e -Update 23/10/2020
45. Email: NCALC Budget information (circulated to councillors)
46. Email: N ACRE – Training: Trustee roles and responsibilities
47. Email: ENC available funding opportunities
48. Email: Northants ACRE 2020 AGM – invitation (circulated to councillors)
49. Email: NCALC training newsletter
50. Email: ENC news - ENC embraces digital democracy with virtual full council meeting