

**Minutes of the Parish Council Meeting of Hargrave Parish Council**  
Held on Monday 1st March 2021 on Zoom

Members present:  
Cllr J Gunthorpe in the Chair

Councillors  
J Brotherton M Clarke D Farrington N How C Jones H West  
Clerk- Ms J Hodgson  
ENC Councillor Howell

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.

Meeting started at 7.30 p.m.

**20-141 Apologies for absence**

None.

**20-142 Minutes**

**RESOLVED:** that the Minutes for the meeting held 18<sup>th</sup> January 2021 be approved and signed by the Chairman.

**20-143 Declaration of interests**

There were no declarations made.

**20-144 Public Speaking Time**

There were no members of the public present.

**20-145 Report from Northants County Councillor and East Northants District Councillor**

NCC Councillor Hughes had not submitted a report. ENC Councillor Howell gave a verbal report outlining her expected activities for the final month of East Northamptonshire Council. She was pleased to report that new constitution of North Northamptonshire Council incorporated provision for four local area planning committees that would be comprised of councillors local to that area.

Councillor Howell left the meeting (7.40 p.m.)

**20-146 Draft Hargrave Neighbourhood Plan Regulation 14 Consultation**

It was noted that the Parish Council had been formally consulted as part of the Regulation 14 consultation. Consideration was given to how open green space could be included in the Neighbourhood Plan and which spaces should be included.

**RESOLVED:** That the Parish Council should respond to the consultation requesting that the steering group re-examine site known as the Brickworks with a view to designating it as local

green space on the basis that there is a stream, established trees, a public right of way, wildlife and is an example of Hargrave's industrial past.

**RESOLVED:** That the Parish Council should make a representation that draws the steering groups attention to the need for the use of unambiguous language in the policy wording to ensure that the policies achieve their intended aims.

## 20-147 Parish Elections on 6<sup>th</sup> May 2021

It was noted that the latest indications from Government was that the Parish elections would take place on 6<sup>th</sup> May 2021.

## 20-148 Financial Matters

### a. Cheques for payment

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

100925	Hargrave Parish Church – lease payment Local Government (Misc. provisions) Act 1976 s19	£50.00
100926	Aylesbury Mains Ltd – street light repair Parish Council Act 1957	£137.76
100927	Kirkwells Ltd – Neighbourhood Plan professional fees Localism Act 2011	£7092.00
100928	HM Revenue & Customs – final quarter payment LGA 1972 s112	£156.00
100929	J Hodgson – 2 months salary & expenses LGA 1972 s111 & s112	£450.60

### b. Financial report

As at 12<sup>th</sup> February 2021 (the latest bank statement) the Council had an available cash balance of £26921.48 split between the current account and the deposit account. This balance does include the grant for the Neighbourhood Plan (£9684.00) that the Parish Council is holding on behalf of the steering group. An invoice has been received for payment against this grant as shown in 20.148 a above.

A claim for repayment of VAT for the period 1 March 2020 to 31<sup>st</sup> January 2021 totalling £189.53 was submitted on 12<sup>th</sup> February and received on 22<sup>nd</sup> February 2021. A further claim will be submitted after the 31<sup>st</sup> March as the cheque to Kirkwells includes £1182.00 VAT.

The bank balance also includes cheque for £1454.24 received from the Hargrave Appraisal Group. **RESOLVED:** That this sum be moved to the deposit account so that it can be used for a specified purpose rather than general revenue costs.

The Council's available cash balance at the financial year end is anticipated to be £19152.94 split between the generally available funds of £11596.47 in the current account and the ringfenced funds for future capital projects in the deposit account totalling £7556.47. After adjustments for the Neighbourhood Plan grant monies, grant for a display screen and the donation from Hargrave Appraisal Group, the general cash reserve is likely to stand at £7437.00. In light of expected expenditure for the area of the hoggin track, it was agreed to defer any decision to transfer funds for future capital expenditure to later in 2021.

### c. Effectiveness of internal control of the year ending 31<sup>st</sup> March 2021

It was noted that the appropriate extracts from Governance and Accountability for Smaller Authorities in England had been circulated to all councillors prior to the meeting.

**RESOLVED:** That the Council has reviewed the requirements of Internal Control and is satisfied with the effectiveness of its processes for the year 2020-2021.

d. Internal Audit for YE 31<sup>st</sup> March 2021

It was noted that the appropriate extracts from Governance and Accountability for Smaller Authorities in England had been circulated to all councillors prior to the meeting. It was noted that Greenbiro had confirmed the cost for internal audit at £175.00 and advised this was the last time this audit service would be offered as they were restructuring the business.

**RESOLVED:** That Greenbiro be appointed for the year ending 31<sup>st</sup> March 2021.

e. Quotes for undertaking a tree survey

Further to Minute 20.138 it was noted that the Health and Safety Executive guidance states that an effective system for managing trees should meet the requirements set out in the Management of Health and Safety at Work Regulations 1999, Occupiers Liability Acts and the associated Approved Codes of Practice. An overall assessment of risks from trees, identifying groups of trees by their position and degree of public access should be made. Those trees that people are likely to come in close proximity to should be classed as zone 1 and have a higher degree of risk according to the risk of them falling and causing serious injury or death.

In the event of an incident occurring, the Council's insurers would expect to be provided with a written tree survey to demonstrate that the Council has taken reasonable steps with regard to trees.

**RESOLVED:** that the quote from Alchemy Tree Surgery to provide a tree survey at a cost of £650.00 be accepted. This expenditure is authorised by the Open Spaces Act 1906 s 10.

It was also agreed that the Parish Council should make a photographic record of the boundary markers along the ditch for future records.

f. Overflow from the Hoggin Ditch

Further to Minute 20.138 it was **RESOLVED** that an additional spend of £86.00 be approved.

It was also agreed that the Parish Council should make a photographic record of the boundary markers along the ditch for future records.

## **20-149 Planning Matters**

a. Planning applications – *None*

b. Planning decisions made by East Northamptonshire Council

It was noted that application 20/01358/FUL has been withdrawn.

c. East Northamptonshire Local Plan Part 2: Consultation

It was noted that the consultation under 2012 Local Planning Regulations 19 and 35; 2004 Environmental Assessment Regulations 11 and 12; and 2017 Conservation of Habitats, Regulation 105 had been received. **RESOLVED:** No comment.

- d. Sharnbrook Neighbourhood; Milton Ernest; Harrod Development Plan Reg 15 consultation

It was noted that Bedford Borough Council had consulted the Parish Council on these three Neighbourhood Plans given Hargraves' proximity to the Bedford Borough Council boundary.

**RESOLVED:** The Parish Council does not have any comment to make on the Neighbourhood Plan consultations.

- e. Residential Annexes - Supplementary Planning Document – Consultation Draft

The East Northamptonshire Council consultation document had been circulated to all councillors prior to the meeting. **RESOLVED:** The Parish Council welcomes the inclusion of climate change implications (paragraphs 9.1 and 9.2) and urges East Northamptonshire Council to extend this to other areas of planning policy.

### **20-150 Surface water flooding and sewer system issues**

It was noted that Northants Highways would be undertaking works from 8<sup>th</sup> March to investigate and repair the suspected damage to the storm water system is located and jetting/cleansing of all of the storm water assets along Church Street, into Brook Street. They will also cleanse the gullies along Church Road. It was agreed that Northants Highways should also be asked to ensure the storm drains between Hargrave Hall and Turnpike Cottage be attended to.

It was agreed that the civil engineer appointed under the Pathfinder scheme be asked to provide data on the sewer capacity for Hargrave especially given the recent incidents of overflow.

### **20-151 Pathfinder III**

Further to Minute 20-120 it was noted that the civil engineer appointed under the scheme should complete their work during March 2021.

### **20-152 Annual litter pick**

It was noted that a litter pick undertaken in household bubbles would proceed. East Northamptonshire Council had advised that they would collect litter gathered.

### **20-153 Annual Parish Meeting for 2021**

It was agreed that village groups would be invited to take part in a meeting on Zoom although it was probable that they would not have a report to give given the restrictions of the previous twelve months. Arrangements for the meeting would be determined once the numbers involved were known.

### **20-154 Village Infrastructure**

- a. Footpath NA12

It was noted that Northamptonshire County Council have written to the landowner requesting that remedial action within 3 months. (Street Doctor reference 2496857) On this basis, the clerk had not contacted the landowner.

It was noted that the Parish Council may have recourse under the Highways Act 1980 s 56 and Highways Act 1980 s 130 para 6 against the highway authority if remedial work was not completed within the three months.

It was also noted that a resident had contacted the Council to suggest that historically the footpath now known as NA12 did not start at Church Street but started off footpath NA2 and could, possibly, be changed back to this arrangement. The Northamptonshire County Council Definitive Maps Team had been asked to comment and the response indicated that they did not favour this approach.

The Parish Council is of the view that the path at its current alignment should be cleared and made accessible rather than be altered.

### **20-155 Community and road safety issues**

It was noted that the latest priorities for the Joint Action Group (JAG) were any form of anti-social behaviour. It was agreed to ask at the next JAG meeting whether the new ANPR camera could be used by the police when reports are made of nuisance motorbikes on the B645. It was noted that motorbike speeding and noise should be reported as it occurs.

### **20-156 Report from the Village Hall Committee**

There was no report to give.

### **20-157 Report from the Wind Farm Trust representative**

Cllr Farrington reported that three grants had been agreed at the last meeting.

### **20-158 Chelveston Parish Council: additional funding from the Wind Farm Trust**

It was noted that an email had been received from Chelveston Parish Council requesting support for their application to the Community Benefit Fund for additional funding towards street lighting in their parish. This would represent a 41% share of the current allocation instead of the usual 25% share per member parish. Given that there had been far fewer grant applications due the pandemic restrictions during the financial year, the Fund had significant unallocated monies. It would not reduce the monies available to Hargrave in the future. **RESOLVED** the Parish Council supports Chelveston Parish Council's application to the Community Benefit Fund for £16,650.00 for street lighting.

### **20-159 List of correspondence**

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

### **20-160 Date of the next scheduled meeting**

It was noted that the next scheduled meeting would be on 10<sup>th</sup> May 2021. However, in the event of a contested election, this may need to be changed to 17<sup>th</sup> May as the results may not be declared in time.

### **20-161 Virtual meeting Regulations**

This the agreement of the Chairman, this item was added to the agenda. It was noted that on 6<sup>th</sup> May 2021 the regulations permitting town and parish councils to meet would expire. Sector bodies were lobbying Parliament to extend the regulations and had requested support from all parish councils. It was **RESOLVED** that an email be sent to Mr T Pursglove MP urging the Government to extend the Regulations to provide town and parish councils with the flexibility to hold meetings on web platforms at their discretion. The flexibility would enable the parish council to respond to spikes in Covid 19 or other pandemics. Virtual meetings support the community better and allow individuals to participate in local democracy when their personal circumstances may prohibit them from attending an in-person meeting. There is a climate benefit to virtual meeting as it can result in less vehicle travel. The parish council does not have the technology, skills, venue or finances to support hybrid meetings.

Meeting closed 9.15 p.m.

## Chairman

---

## Appendix A

### Correspondence list January to March 2021

1. Email: Introduction of Civil Enforcement of Bus Lane Contraventions through the use of automatic number plate recognition (ANPR) technology
2. Email: Transfer of Household Waste Recycling Centre Contracts to Urbaser (circulated to councillors)
3. Email: Highway services weekly E- Bulletin 8th January 2021 (circulated to councillors)
4. Email: N ACRE Latest Edition - Village Viewpoint (circulated to councillors)
5. Email: NCALC Friday mini eUpdate - 08/01/21 (circulated to councillors)
6. Email: N ACRE Annual Review (circulated to councillors)
7. Email: Reminder - Northamptonshire Police, Fire and Crime Commissioner virtual meeting on Monday 18th January between 6pm - 7:30pm
8. Email: N ACRE The Hunsbury Hill Farm - Past, Present and Future
9. Email: N ACRE Parish Council Members - Village Halls Week Press Release (circulated to councillors)
10. Email: Northants CALC Training Newsletter (circulated to councillors)
11. Email: Latest news from the ICO
12. Email: NCALC Friday mini eUpdate - 15/01/21 (circulated to councillors)
13. Email: Highway services weekly E- Bulletin 15th January 2021 (circulated to councillors)
14. Email: Weekly Schemes Works Programme For Councillors
15. Email: NCC consultation: Northamptonshire Health and Wellbeing Board Pharmaceutical Needs Assessments
16. Email: Weekly Schemes Works Programme For Councillors
17. Email: Northants CALC eUpdate - Jan/Feb 2021 (circulated to councillors)
18. Email: Highway Services Weekly E-newsletter - 29th January 2021 (circulated to councillors)
19. Email: JAG notice
20. Email: Invitation to The Mayor of Raunds Virtual International Women's Day Event on the 8th March 2021 (circulated to councillors)
21. Email: ENC funding update
22. Email: N ACRE BBC Radio Northampton - Village Halls Week
23. Email: Weekly Schemes Works Programme for Councillors
24. Email: ENC News - Council announces death of Councillor Roger Glithero
25. Email: ENC News - ENC's chains of office to be returned to Rushden
26. Email: CPRE Northants February 2021 Planning Roadshow (circulated to councillors)
27. Email: E bulletin - Highways 22nd January 2021 (circulated to councillors)

28. Email: Friday mini eUpdate - 22/01/21 (circulated to councillors)
29. Email: ENC News - ENC teams up with partner organisations to prevent fly tipping at popular walking spot
30. Email: Supporting Independence Programme - Public Health Northamptonshire
31. Email: HMRC Welcome to the UK Transition Employer Bulletin Special Edition
32. Email: Northants Choir Raising Money Again for Prostate Cancer UK
33. Email: Latest News from the ICO
34. Email: Gritting – what you can do to help (circulated to councillors)
35. Email: ENC News - Final consultation stage for East Northamptonshire's Local Plan
36. Email: N ACRE Online Event: Find out more about GNS - 23rd February (circulated to councillors)
37. Email: ENC News - Funding advice and support on offer for East Northants community groups
38. Email: Invitation to The Mayor of Raunds Virtual International Women's Day Event on the 8th March 2021 (circulated to councillors)
39. Email: Weekly Schemes Works Programme for Councillors
40. Email: Political Canvassing and Leaflet drops - Northamptonshire Police letter for Information
41. Email: NCALC Friday mini eUpdate - 05/02/21 (circulated to councillors)
42. Email: Highway Services Weekly E-newsletter - 5th February 2021 (circulated to councillors)
43. Email: ENC News - Experts team up to hold a virtual festival for local businesses
44. Email: Highway Services Weekly E-newsletter - 12th February 2021 (circulated to councillors)
45. Email: Friday mini eUpdate - 12/02/21 (circulated to councillors)
46. Email: NCC Members Update – Highways (circulated to councillors)
47. Email: OPFCC Doubling the number of local bobbies on the beat by 2022 & reminder of next virtual Parish Councillor meeting on Monday 22 February at 6pm (circulated to councillors)
48. Email: Weekly Schemes Works Programme for Councillors
49. Email: Bedford Borough Local Development Scheme update
50. Email: N Acre - Parish Council Members - February E-Bulletin (circulated to councillors)
51. Email: NACRE Online Parish Council Network Event - 11/3/21 (circulated to councillors)
52. Email: ENC Joint Standards Complaints Committee agenda
53. Email: Weekly Schemes Works Programme for Councillors
54. Email: Highway E bulletin 19th February 2021 – Is battery power the right way for highways? (circulated to councillors)
55. Email: N CALC Friday mini eUpdate - 19/02/21 (circulated to councillors)
56. Email: ENC News - East Northants Council's Emma becomes a volunteer vaccinator