

Minutes of the Parish Council Meeting of Hargrave Parish Council
Held on Monday 7th March 2022 at Hargrave Village Hall

Members present:
Cllr J Gunthorpe in the Chair

Councillors
J Brotherton D Farrington M Leonard H West
Clerk- Ms J Hodgson
NNC Councillor Howell
1 member of the public

Meeting started at 7.30 p.m. The meeting did not follow the exact agenda order but for clarity, the Minutes have been provided in the agenda order.

21-126 Apologies for absence

Apologies were received from Councillor Jones and Councillor Newcombe.

Apologies were received from NNC Councillors Levell and Wilkes.

21-127 Minutes

RESOLVED: that the Minutes for the meeting held 21st February 2022 be approved and signed by the Chairman.

21-128 Declaration of interests

There were none declared.

21-129 Public Speaking Time

None.

21-130 Report from North Northants Councillors

Councillor Howell gave a report on recent actions and projects at North Northamptonshire Council.

21-131 Financial Matters

- a. Payment schedule **RESOLVED** that the following payments be authorised to be made via BACS.

Payee	Amount
J Hodgson 2 months salary including approved additional hours (Min 21-123) & 1 month Zoom, travel, paper	£529.49
HMRC – fourth quarter Tax & NI	£210.00
N ACRE – annual subscription	£35.00
Hargrave Parish Church – annual lease payment	£50.00

General Power of Competence adopted May 2021.

- b. Financial report - as at 28th February the Council held £8652.75 as revenue funds and £10198.52 in ring fenced reserves.

It was noted that invoices were outstanding invoices from North Northamptonshire Council for the May 2021 election costs and from Forde & McHugh for lighting repairs. A VAT reclaim would be submitted after the 1st April. Arrangements were being put in place for the internal audit to be carried out prior to the May meeting. The 'final payment submission', part of the PAYE process, has been submitted to HMRC for the tax year.

- c. Clerk for additional hours **RESOLVED** that the payment of an additional 10.25 hours worked for period 31st Jan 2022 to 25th Feb 2022 be authorised. The additional hours had been primarily incurred dealing with Neighbourhood Plan matters and correspondence connected to the Neighbourhood Plan.
- d. Laptop for use by the Clerk **RESOLVED** that the Clerk has delegated authority under s101 Local Government Act 1972 to incur expenditure up to £1000.00 for a replacement laptop as the current laptop was no longer fit for purpose.
- e. Internal Control – It was noted that Councillor Leonard had reviewed the accounts in December. The accounts were found to be satisfactory.
- f. Effectiveness of internal control of the year ending 31st March 2022 - it was noted that the relevant sections of the JPAG Practitioners Guide 2021 had been circulated to all councillors with the agenda. **RESOLVED** That the Council is satisfied that has fulfilled its obligations and maintained an effective system of internal control for the financial 2021-2022.
- g. Capital reserves **RESOLVED** That the sum of £2000.00 be transferred to the capital reserves for the purpose of future acquisition of public open space.

21-132 Planning Matters

- a. Planning applications. None
- b. Planning decisions made by North Northamptonshire Council

Consent granted:

NE/21/01522/TPO Fell T1 (due to large Inonotus hispidus and dysfunctional timber) + T2 (due excessively biased crown and increased exposure to prevailing winds once T1 is removed) - TPO 0016. Replant with 2x 10-12 pedunculate oak at The Paddocks, Church Road

NE/21/01490/VAR Variation of Condition 3 - Agricultural occupancy requirement pursuant to application 72/0142/2/OTR: Establishment of agricultural holding with ancillary dwelling and workshop at Kemps Close, Church Street

Applications withdrawn:

NE/21/01382/FUL Erection of residential dwelling at Grange Farm Church Road

21-133 Neighbourhood Plan

There was no report to give.

21-134 Parish Council policies

- a. Review of policies **RESOLVED** that the Dignity at Work [2 yearly review cycle added] Equality Policy [3 yearly review cycle added] Members Allowances Policy [3 yearly review cycle added] Officer Decisions [3 yearly review cycle added] and Recording Meetings [2 yearly review cycle added & GDPR references updated] be readopted with the amendments here identified.
- b. Policy review report -The summary report that forms appendix A was received and noted.

21-135 Annual Parish Meeting 9th May

It was agreed that the Annual Parish Meeting should take place at 6.30pm on Monday 9th May in the Village Hall. Hargrave groups and organisations should be invited to provide a brief report for the meeting.

21-136 Parliamentary Boundary review consultation

It was noted that the Boundary Commission for England had initiated second consultation on the same proposed boundary review, Minute 21-41 refers. It was agreed that the Parish Council does not have any new comment to make. Appendix B provides the response submitted in July. It was agreed that resident's attention should be drawn to the consultation.

21-137 Annual litter pick 27th March

Arrangements were discussed and agreed.

21-138 Trees and hedgerows

RESOLVED that the Council had a responsibility to make enquiries with the appropriate authorities to ensure proper practices were being observed where work to hedges and trees was being undertaken. These could be the Forestry Commission for tree felling, North Northamptonshire Council for removal of hedgerows and Natural England if protected species may be affected. The Council is of the opinion that this responsibility is consistent with ensuring proper practices are observed when connections are made to the drainage infrastructure or the compliance with planning conditions. It was further **RESOLVED** that the Clerk should make such enquiries with the relevant bodies where work has taken place.

21-139 Village Infrastructure

- a. Storm drains – further to Minute 21-122 it was noted that Northants Highways had provided information on how and when the work to clear the tree roots will be carried out. Once the roots have been severed, a further assessment will be made to determine what remedial work is required. It was also noted that Northants Highways would following up on the unauthorised connections to the drainage infrastructure.

21-140 Community and road safety

- a. Report on the school bus stopping on the B645 – Further to Minute 21-111d it was noted that both the LEA for Bedfordshire and Northamptonshire declared no knowledge of the service. It had not been possible to reach the coach company on the phone. No response had been received from Sharnbrook School.

21-141 Village hall committee report

There was no report given

21-142 Wind Farm Trust

- a. Report from the Wind Farm Trust representative - Councillor Farrington reported that the Trust members had agreed to hold Hargrave's funds for a legacy project.
- b. Proposed amendments to the Trust Deed **RESOLVED** that the Parish Council approves the changes to the wording of the Trust Deed to "All meetings of the trustees shall either take place in a public building within the boundaries of one of the Parish Councils or by such form, including videoconferencing, as the trustees decide, provided that the form chosen allows them to see and hear each other. The trustees shall have discretion as to whether members of the public should be admitted to any or all of their meetings."

21-143 Correspondence list

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

21-144 Date of the next scheduled meeting

The next schedule meeting will be on 9th May 2022. This will be the annual meeting of the council.

Meeting closed 8.45pm

Chairman

Appendix A

Report to Hargrave Parish Council meeting 7th March 2022 – Policy review summary

Prepared by J Hodgson

Policies reviewed in the year ending 31st March 2022

Annually reviewed policies

Standing Orders Financial Regulations Complaints Policy
Data Protection Policies Freedom of information Policies

Other policies to reviewed

Dignity at Work Equality Policy Members Allowances Officer Decisions
Recording Meetings

New Policies in the year ending 31st March 2022

Vexatious Complaints Policy

Policies to be reviewed in the year ending 31st March 2023

Annually reviewed policies

Complaints Policy Code of Conduct Standing Orders
Data Protection Policy Privacy Policy Data Breach Policy
Financial Regulations FOI Model Scheme FOI Supplementary Policy
Data Subject Access Request Policy

Note: Data Protection policies to be updated to specify review period and update GDPR references

Other policies to be reviewed in the civic year

Accessible Document Policy Record Retention Policy Lone Working Policy
Internet Banking Policy
Disciplinary & Dismissal Policy and Grievance Policy [note GDPR references require updating]

Other Policy reviews may be necessitated by changes to legislation, regulations or new guidance from NALC

Appendix B

Response to Boundary Commission for England

Hargrave Parish Council (Northamptonshire) objects to the proposed changes to the parliamentary boundary that moves the parish of Hargrave from "Corby" to "Wellingborough".

Hargrave as a rural parish has more similarities with Corby and the East Northamptonshire area than the conurbations of Wellingborough and Rushden/Higham Ferrers.

For example, issues that we share with East Northamptonshire are those of rural crime and motorbikes speeding on country roads, creating safety hazards and a noise nuisance are very different to those experienced in an urban setting. Medical provision is very different in rural areas to towns (the need for the Corby Urgent Care centre is an example). The provision of public transport is very different in rural areas to towns, namely non-existent in many rural parishes but there are buses etc in Wellingborough and Rushden.

The Parish Council is concerned that the needs of a rural parish will be overshadowed by the issues within the larger towns if the proposed boundary change proceeds in its present form. The Council is concerned that it will lose its 'voice'.

The Parish Council believes that a more equitable boundary change would be to use the A6 road as a division between east and west, retaining Hargrave Stanwick and Raunds with the Corby (and East Northamptonshire) area and moving Irthlingborough into the Wellingborough constituency.

Irthlingborough and Wellingborough are being brought closer together by the new residential development of Stanton Cross and share more similarities to each other than to rural parishes.

Appendix C

Correspondence list 4th January to 28th February 2022

This list is comprised of generic or informational emails sent by other organisations and Councils rather than listing correspondence with members of the public. A separate list of correspondence with members of the public or correspondence on specific matters with other bodies is not maintained.

1. Email: Invite to Raunds Community Burns Night Dinner - 28th January 2022
2. Email: NNC Leaders Update #15 (circulated to Councillors)
3. Email: NALC Friday mini eUpdate - 07/01/22 (circulated to Councillors)
4. Email: Police, Fire and Crime Commissioner Budget Consultation – REMINDER
5. Email: January Newsletter from Northamptonshire OPFCC (circulated to Councillors)

6. Email: Weekly Schemes Works Programme For Councillors
 7. Email: NCALC Friday mini eUpdate - 14/01/22 (circulated to Councillors)
 8. Email: Latest news from ICO
 9. Email: Ticket closing date 16th January - Invite to Raunds Community Burns Night Dinner - 28th January 2022
 10. Email: NACRE Village Viewpoint [details of how to download the newsletter]
 11. Email: Reminder of PFCC Parish councillor meeting - Budget and Precept discussion with Chief Finance Officer Helen King via Teams: Tuesday 18th January 6pm - 7:30pm
 12. Email: New affordable payroll service for smaller councils
 13. Email: North Northamptonshire Council HELAA: Call for Sites (circulated to Councillors)
 14. Email: Hargrave Council - Please consider taking part in this exciting local project! (hedgehogs)
 15. Email: Parish Council Members - January 2022 E-Bulletin (circulated to Councillors)
 16. Email: Notification of adoption of ENC 'Residential Annexes Supplementary Planning Document'
 17. Email: NNC Leaders Update #16 (circulated to Councillors)
 18. Email: NCALC Friday mini eUpdate - 21/01/22 (circulated to Councillors)
 19. Email: Bedford Borough Local Development Scheme update
 20. Email: The Future of Raunds Library (circulated to Councillors)
 21. Email: N ACRE Village Halls Week 2022
 22. Email: Unity Bank - increased Savings and Loans interest rates
 23. Email: Bedford BC Odell Neighbourhood Development Plan
 24. Email: Commissioner's precept intentions and a copy of the Parish Council Precept presentation from last week (circulated to Councillors)
 25. Email: Weekly Schemes Works Programme for Councillors
 26. Email: North Northamptonshire Enhanced Partnership under the Bus Services Act (circulated to Councillors)
 27. Email: Northampton Male Voice Choir recruitment 2022
 28. Email: Weekly Schemes Works Programme for Councillors
 29. Email: Northants CALC eUpdate - Jan/Feb 2022 (circulated to Councillors)
 30. Email: NNC Parish Forum agenda item request (circulated to Councillors)
 31. Email: North Northamptonshire Enhanced Partnership under the Bus Services Act change to webinar
 32. Email: NNC Leaders Update #17 (circulated to Councillors)
 33. Email: NCALC Friday mini eUpdate - 04/02/22 (circulated to Councillors)
 34. Email: Article for your local newsletter
 35. Email: Levelling Up Fund Survey (circulated to Councillors)
 36. Email: Keep Britain Tidy - Great British Spring Clean 2022: Will You Take Part?
 37. Email: Weekly Schemes Works Programme for Councillors
 38. Email: Latest news from the ICO
 39. Email: NCALC Friday mini eUpdate - 11/02/22 (circulated to Councillors)
 40. Email: Police, Fire and Crime Commissioner - February 2022 Newsletter (circulated to Councillors)
 41. Email: NERC Volunteers Evening Managing your Mental Health (circulated to Councillors)
 42. Email: Weekly Schemes Works Programme for Councillors
 43. Email: NCALC Friday mini eUpdate - 25/02/22 (circulated to Councillors)
 44. Email: Northamptonshire ACRE - Parish Council Network Event (circulated to Councillors)
 45. Email: Virtual Parish council meeting with the Commissioner and Chief Constable. Tuesday 1st March 6pm - 7:30pm (circulated to Councillors)
 46. Email: Mayor of Raunds Civic Service - 3rd April 2022
 47. Email: N ACRE Parish Council Members - February 2022 Ebulletin (circulated to Councillors)
 48. Email: Sustainable Food Place: North Northamptonshire
 49. Email: NCALC Friday mini eUpdate - 18/02/22 (circulated to Councillors)
 50. Email: Update from the Leader of the Council #18 (circulated to Councillors)
- End