

Minutes of the Annual Parish Council Meeting of Hargrave Parish Council
Held on Monday 17th May 2021 at Hargrave Village Hall

Members present:
Cllr J Brotherton in the Chair

Councillors
C Jones M Leonard H West
Clerk- Ms J Hodgson
NNC Councillor Howell
NCC Councillor L Wilkes
NCC Councillor R Levell
1 member of the public

Meeting started at 7.30 pm

Election of Chairman for the meeting

In the absence of the outgoing Chairman and Vice chair, it was **RESOLVED** that Councillor Brotherton chair this meeting.

21-1 Election a chairman for the civic year 2021-22

After proposal and seconding, it was **RESOLVED** that Councillor Gunthorpe be elected as Chairman for the coming year. The Declaration of Office will be signed prior to the next meeting.

21-2 'Return of Election Expenses' form

Councillors were reminded of the need to return the form to North Northamptonshire Council.

21-3 'Register of Member's Interests' form

Councillors were reminded of the need to complete the online form by 7th June 2021.

21-4 Election of vice chairman for the year 2021-22

After proposal and seconding, it was **RESOLVED** that Councillor Farrington be elected as the Vice Chair for the coming year

21-5 Apologies for absence

Apologies were received from Councillors Gunthorpe and Farrington. **RESOLVED** that their reasons for absence be approved.

21-6 Minutes

RESOLVED: that the Minutes for the meeting held 19th April 2021 be approved and signed by the Chairman.

21-7 Declaration of interests

There were no declarations made.

21-8 Vacant seat

It was noted that there had been six nominated candidates for the election on 6th May for the seven seats. It was noted that Mrs M Newcombe had registered an expression of interest for the vacant seat. After proposal and seconding, it was **RESOLVED** that Mary Newcombe be co-opted to the Council.

21-9 Date and time of ordinary meetings for the year ahead

It was agreed that meetings would be held on 5 Jul, 6 Sept, 1 Nov, 3 Jan 2022 and 7 March. Additional meetings will be arranged as necessary.

21-10 Members to specific areas of interest

- a. Footpaths/public rights of way – deferred to next meeting
- b. Village maintenance including highways – deferred to next meeting
- c. Community & road safety – deferred to next meeting
- d. Financial internal control – Cllr Leonard
- e. Village Hall Management Committee – Cllr Jones with one place deferred

21-11 Joint Action Group representative for East Northants Central Police Area

It was agreed that Cllr Brotherton would continue to represent Hargrave.

21-12 Police liaison representative

It was agreed that Cllr Brotherton would continue to represent Hargrave.

21-13 Wind Farm Trust

It was agreed that Cllr Farrington would continue to represent Hargrave.

21-14 Insurance cover

RESOLVED: That insurance be renewed with BHIB at a cost of £226.84.

21-15 Membership of any outside bodies

RESOLVED that membership of Northants CALC and Northants ACRE should continue and payment of subscriptions may be arranged when they are due.

21-16 General Power of Competence

RESOLVED: to adopt the General Power of Competence as the Council satisfies the requirements set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 SI 2012/965

21-17 Public Speaking Time

A resident explained his concerns regarding surface water flooding following new residential development and requested that the Council took action on its land.

It was noted that Northamptonshire Highways had undertaken works this year to clear the road drains and that these would be cleaned on a more frequent basis than before. It was agreed to seek advice from the civil engineer appointed under Pathfinder III.

21-18 Report from the North Northamptonshire Unitary Council Councillors

The three new ward councillors were introduced. It was confirmed that they would continue to lobby for planning policy changes and for police action against nuisance motorbikes.

21-19 Financial Matters

a. Cheques for payment

RESOLVED that the following payments be authorised.

100933	Alchemy Tree Surgery	£650.00
100934	Greenbiro Ltd – internal audit fee	£175.00
100935	Northants CALC – annual subscription	£196.91
100936	BHIB Ltd – annual insurance premium	£226.84
100937	J Hodgson – 2 months salary and expenses	£549.20

- b. Financial report from the Clerk - As at 14th April 2021 (the latest bank statement) the Council had an available cash balance of £15854.38 split between the current account and the deposit account. The Precept has been issued for the full amount £7500.00, which is a change from the previous practice of issuing 50% in April and 50% in September.

The year end processes for HMRC have been completed and the final payment made for the year ending 5th April 2021.

A claim for VAT submitted in February for 189.53 and this has been received. A further claim for £1705.25 was submitted on 6th April 2021.

- c. Internal Audit Report - **RESOLVED** that the report be received with no issue raised and accepted.
- d. Accounts for 2020-21 - **RESOLVED** that the Accounts that form Appendix A be approved and adopted
- e. Annual Governance Annual Return section 1 - the Council considered each statement of the Return and directed the completion of the form **RESOLVED** that the Chairman sign the Annual Governance Statement.
- f. Annual Governance Annual Return section 2 - **RESOLVED** that the Council accepts the Accounting Statements as presented by the Responsible Financial Officer and that the Chairman sign the Accounting Statement as it accurately represented Council's financial position.
- g. Exemption from External Audit - **RESOLVED** that the Exemption Certificate be signed for submission to PKF Littlejohn as the Council met the qualifying criteria
- h. Dates of the elector's rights to inspect accounting records – the dates were noted: 14 June to 23 July 2021.

- i. Changes to the cheque signatories – **RESOLVED** that N How be removed as a signatory and Cllr Jones be added as a signatory.
- j. Banking provider – **RESOLVED** that the banking provider be moved from Barclays Bank to Unity Trust Bank given the prolonged difficulties being experienced with Barclays Bank as Unity Trust Bank could provide dual authorisation for online payments and third party access to the Clerk. It was noted that there would a monthly £6.00 service charge.

21-20 Planning Matters

- a. Planning applications

NE/21/00616/FUL Change of use from a Public House with ancillary accommodation to a Residential Property with ancillary domestic workshop at The Old Nags Head Church Street

RESOLVED: The Parish Council does not object.

NE/21/00675/LBC Maintenance works comprising repair of window and frames; replacement of thatch ridges; replacement rotted and smashed windows; replacement front door; replacement of broken clay chimney pot; replacement of smashed roof tiles (to accompany application for the change of use from a public house with ancillary accommodation to a residential property with ancillary domestic workshop) at The Old Nags Head Church Street

RESOLVED: The Parish Council does not object to application provided the conservation officer is satisfied with the proposed work and it is in keeping with the style of the property.

NE/21/00610/FUL Detached stable block, manège area, and two storm porches at Idle Acre Nags Head Lane

RESOLVED: The Parish Council objects to this application as there is insufficient information to make an informed decision. The Parish Council requires information on the drainage provision from the stables and manège. The Parish Council requires assurance that the run off from the area will not adversely affect the public footpath and will be appropriately accommodated so as not to cause a nuisance to the surrounding area. A stable block of seven is likely to require hard standing and there is no detail of this in the plans.

There is no detail as to how the waste matter from the stables will be stored. The Parish Council requests to be provided with details how it will be stored to be sure it will not become a public nuisance.

The Parish Council would like to see assurances from Highways that the access to the area is suitable for horse boxes etc.

In the event that this application is given consent, the Parish Council requests that a condition is imposed to ensure the stables and manège are solely for domestic use, with no commercial activity and that any introduction of lighting requires planning permission to ensure that public amenity can be assured.

- b. Planning decisions made by North Northamptonshire Council – none.
- c. Hargrave Neighbourhood Plan – It was noted that the ‘green area land query’ raised at the meeting 19th April (Minute 20.166 refers) has been resolved and that the draft Neighbourhood Plan has been submitted to North Northamptonshire Council and was undergoing the Reg 16 consultation.

21-21 Village Infrastructure

a. Surface water drainage: this item was dealt with in public speaking time.

21-22 Non-Ecclesiastical Herdsman Charity

The accounts that form Appendix B were received. It was noted that Cllr Brotherton and Jones were the current Trustees.

21-23 List of correspondence received

The list of correspondence received that forms Appendix C was received. No further action was identified.

21-24 Next scheduled meeting

The next scheduled meeting will be on 5th July 2021.

Meeting closed 8.50pm.

Chairman

Hargrave Parish Council

Annual Accounts for year ending 31st March 2021

2019-2020		2020- 2021
	Receipts	
6800.00	Precept	7000.00
	Other receipts	
180.00	Field rent	180.00
	Miscellaneous	1454.24
200.00	Grants	9884
8.24	Interest	2.95
0.00	VAT reclaim	189.53
		<hr/>
		11710.72
<hr/>	7188.24 Total receipts	<hr/> 18710.72
	Payments	
3025.53	Staff costs	3120.00
	Other payments	
622.87	Administration costs	677.83
171.97	Office costs	243.14
0	Election costs	0.00
372.47	Public lighting - power	466.55
559.40	Public lighting - maintenance	357.30
60.00	Section 137	100.00
0.00	Training	0.00
100.00	Grants	0.00
207.00	Neighbourhood Plan	8430.80
New	Hedge & Ditch	565.00
New	Grass cutting	150.00
731.89	Misc.	117.18
272.90	VAT	1894.78
		<hr/>
		13002.58
<hr/>	6124.03 Total Payments	<hr/> 16122.58

Prepared by J Hodgson, Clerk to the Council & RFO
23/04/2021

Herdsman Non-ecclesiastical Charity

Annual Statement for year ending 31st March 2021

Investment details: The funds are invested with CCLA (Church, Charities and Local Authorities) in the COIF Charities Ethical Investment Fund Income Units

01/04/2020 The number of units held: 2058.61.

31/03/2021 The number of units held: 2058.61

Dividends are not reinvested therefore the number of units held has not changed.

The value of the units will go up and down in line with market fluctuations affecting the value of the dividends paid.

Dividends from the Investment are paid into dedicated Barclays Account ***324

		CR	DR
Opening balance	01/04/2020		2018.61
Dividend	31/05/2020	42.00	
Interest	04/06/2020	0.54	
Dividend	28/08/2020	42.00	
Interest	07/09/2020	0.29	
Dividend	30/11/2020	43.02	
Interest	07/12/2020	0.05	
Dividend	26/02/2021	43.23	
Interest	08/03/2021	0.19	
		171.32	
Closing balance	31/03/2021		2189.93

I certify that funds have not been drawn from the Barclays Account during the year.

I certify that administration costs have not been levied against the Barclays Account nor against the Investment for the purposes of administering the Charity.

This statement has been prepared in accordance with the Charities Act 2011.

Trustee

This statement should be retained for six years from 31st March 2021

1. Email: Weekly Schemes Works Programme for Councillors
2. Email: Highway E bulletin 26 February 2021 Trial of 20mph speed advisory signs to start soon (circulated to councillors)
3. Email: NCALC Friday mini eUpdate - 26/02/21 (circulated to councillors)
4. Email: CPRE A Northamptonshire Area of Outstanding Natural Beauty? (circulated to councillors)
5. Email: Weekly Schemes Works Programme for Councillors
6. Email: PGSA - Digital mapping for your Neighbourhood Plan
7. Email: NCALC Friday mini eUpdate - 05/03/21 (circulated to councillors)
8. Email: Highways New Bulletin 5th March 2021 (circulated to councillors)
9. Email: Latest news from the ICO (March 2021)
10. Email: ENC News - £1,500 fine for Wellingborough fly tipper
11. Email: NACRE Parish Council Members - March E-Bulletin (circulated to councillors)
12. Email: Northants CALC Training Newsletter (circulated to councillors)
13. Email: ENC agenda and reports for the Civic Council meeting which will be held on 22 March
14. Email: Weekly Schemes Works Programme for Councillors
15. Email: Highways E Bulletin 12/03 (circulated to councillors)
16. Email: NCALC Friday mini eUpdate - 12/03/21 (circulated to councillors)
17. Email: ENC Purdah guidance for 2021 elections
18. Email: Update on 20mph advisory speed sign pilot
19. Email: ENC News - East Northants Council receives £176,000 to help leisure facilities recover
20. Email: Weekly Schemes Works Programme for Councillors
21. Email: NCALC Friday mini eUpdate - 19/03/21 (circulated to councillors)
22. Email: Highways E Bulletin 19/03 (circulated to councillors)
23. Email: Northamptonshire Emergency Planning Team Update March 2021
24. Email: Weekly Schemes Works Programme for Councillors
25. Email: Northants CALC eUpdate - Mar/Apr 2021 (circulated to councillors)
26. Email: Partners needed to work with Northants ACRE to deliver food parcels
27. Email: It's time to engage your communities in the Great British Spring Clean
28. Email: ENC News - East Northants community projects received £368,000 of funding
29. Email: ENC News - Time capsule buried to commemorate the end of East Northants Council
30. Email: ENC News - East Northamptonshire Council holds final and historic civic council meeting
31. Email: Willington Neighbourhood Development Plan Consultation
32. Email: PSE365: Digital Transformation: How the Public Sector can Reap the Benefits of Secure Digital Communication
33. Email: Ordnance Survey: Parish & Town Council Survey
34. Email: Calor Rural Community Fund – 3 weeks to go until applications close
35. Email: Great Barford Neighbourhood Development Plan Consultation
36. Email: NCALC Thursday mini eUpdate - 01/04/21 (circulated to councillors)
37. Email: N ACRE Parish Council Members - April 2021 E-Bulletin (circulated to councillors)
38. Email: NCALC: Message for town and parish councils re the sad news relating to HRH The Duke of Edinburgh
39. Email: NCALC Friday mini eUpdate - 09/04/21
40. Email: NCALC Further Guidance related to the death of the Duke of Edinburgh
41. Email: Sign up now to partner with the Great British Spring Clean
42. Email: NCALC Upcoming training (circulated to councillors)
43. Email: Highways Weekly Schemes Works Programme for Councillors
44. Email: Highways Weekly Schemes Works Programme for Councillors
45. Email: NCALC Friday mini eUpdate - 23/04/21 (circulated to councillors)
46. Email: NNC April funding update
47. Email: Update on the Pathfinder Community Resilience Project: Newsletter Spring 2021 (circulated to councillors)
48. Email: Children's Summer Holiday Programme (Freedom Leisure)
49. Email: NCALC Friday mini eUpdate - 16/04/21
50. Email: Highways Weekly Schemes Works Programme for Councillors
51. Email: NCALC Friday mini eUpdate - 30/04/21
52. Email: N ACRE Parish Council Members - E-Bulletin May 2021 (circulated to councillors)
53. Email: Highways Weekly Schemes Works Programme for Councillors
54. Email: NCALC Friday mini eUpdate - 07/05/21 (circulated to councillors)