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Cold Ashby Parish Council

Agenda

May 4th 2022

**A meeting will be held on Wednesday 4 May at 7.30 p.m. in the sports pavilion
Councillors are summoned to attend this meeting of the Parish Council.
Members of the public and press are invited to attend**

Present: to record the presence of Cold Ashby Parish Councillors, Officers, members of external authorities and others in official attendance at the meeting.

Interests: Members' attention is drawn to the need to disclose pecuniary interests not already registered before any relevant agenda item.

1. **Apologies:** to **receive and consider** apologies for absence
2. **Minutes:** to **approve** minutes of the meeting of the Council on the 6th April 2022.
3. **Matters arising: to note for information only** any relevant matter arising from the approved minutes and not covered elsewhere on the agenda.
4. **Open forum:** to receive and discuss matters raised by members of the public present at the meeting.
5. **Accounts:** Members are asked to **approve** the attached accounts and **authorize** the payments contained in them. The balance reported in April 22 was £16,181.35 (£8898.71 and £7282.64). Details of payments and receipts and the new balance are reported in **Annex 1**, a copy of which will be e-mailed to members in advance of the meeting and available at the meeting in hard copy.
6. **War Memorial:** the council agreed to investigate the erection of a war memorial on the 'village green', or other appropriate location. The PC is asked to consider the following resolution:

Resolved: to include a sum of £3,500 in the special projects budget for 2023-24 (in case of an unsuccessful grant bid) for the purchase and erection of a suitably designed war memorial on the 'village green' or other suitable location. The memorial design and location are to be approved by the PC in consultation with local residents. The form of the consultation will be reported to the PC.
7. **Internal Audit Report:** the internal auditor has submitted his report which is included in the meeting papers. No issues were reported. A certificate of exemption has been sent to the external auditors. This concluded the procedures for the annual audit of 2021-22.

8. Annual Assembly agenda: attached is a final draft of the assembly agenda for approval.

9. Traffic Survey: to receive feedback on the minutes, decisions and subsequent actions from the MP led traffic meeting. The PC is asked to decide on any next steps.

10. Appointment of new clerk. The clerk has tendered his resignation and it is suggested that a 'search committee' be established to report to the council and to oversee the recruitment of a new clerk.

11. Other bodies: to receive any verbal reports from the council's representatives on other bodies

12. Post: to note and/or discuss items of correspondence with the Council not considered elsewhere on the agenda

A handwritten signature in black ink, appearing to be 'Graham Jones', written in a cursive style.

Graham Jones 28 April 2022

M

COLD ASHBY PARISH COUNCIL

Minutes

Wednesday 6th April 2022

Minutes of a meeting held on Wednesday 6th April at 7.30 p.m. in the Sports Pavilion

Present: Councillors; Bailey (chairman), Peel, Roper, Taylor, Williams Rd, Williams RI; the clerk; Mrs C Ware (representing UC Harris); 11 residents.

Interests: Members' attention is drawn to the need to disclose pecuniary interests not already registered before any relevant agenda item.

1. **Apologies:** Cllr. Harpham – work related. Apologies accepted
2. **Minutes:** minutes of the meeting of the Council on the 02 March, 2022 were approved
3. **Matters arising:** the chairman reported that the illegal scrambling activity had been added to the police watch list following his intervention. Residents could report noise pollution to Environmental Department at WNC (Daventry).
4. **Open forum:** there was an extended open forum session devoted largely to the question of the status of the public house and the need for enforcement of the current planning status. A summary of the points made (some more than once) is set out below. There was an attempt to hold a three-minute silence in respect of the war in Ukraine which the chairman ruled out of order and reminded the meeting that respect had been shown, recorded and widely publicised at a previous meeting. The resident in question continued to stand in silence, was dealt with politely and eventually desisted.

The following is a summary of the points made in respect of the Black Horse. It should be noted that these points are opinions expressed by residents and they were not accepted by the pub owner, who was also present. He objected particularly to the suggestion that the attempt to provide a safe space for refugees was insincere.

- A group of villagers felt strongly enough to organise a successful campaign to designate the pub as an 'asset of community value.'
- There is a widespread belief that the current owner does not intend to open the premises as a pub at any future point.
- Camra advice is clear that the pub is currently in breach of regulations and that enforcement action must be taken.
- Residential occupation of the pub must be ancillary to its main use, not its sole or primary purpose.
- It is irrelevant to the point above that the residential use is confined to certain areas of the building.
- The intention to house refugees is a device to prevent the pub being re-opened.
- The village lacks the amenities to make it a suitable destination for refugees, who would be isolated in the village without shops or transport etc.
- There has been an increase in visits to the village from the police as a result of disturbances. (The origin of the disturbances was not specified).
- Some female residents have recently felt unsafe in the street after dark. (The reason for the fear was not specified).

- The issue and the way it has been used has divided a once united community and this is reflected in the local 'Facebook' group.
- The refugee issue is an (origin unspecified) attempt to exploit the sympathy of local people.
- CCTV is believed to be in operation at the pub and is capturing images of local residents in the street. The PC was asked to clarify the position on private use of CCTV. (NB The PC has circulated a document from the ICO which deals with this issue. The PC is not authorised to issue advice on the legal position of issues such as this.)
- For all the above reason the Parish Council was urged to press the planning authority to pursue the enforcement of use of the Black Horse primarily as a public house.

Following the discussion, the resident who had earlier asked for 3 minutes silence described unspecified people as 'bigots and snakes who should be removed from this place'. Since only councillors can be removed it was suggested (and not denied) that the insult was directed at them. The chairman asked that the comments be minuted verbatim.

Christine Ware representing Councillor Harris gave the meeting information (now delivered to every household) on the 'Shopper Hopper' bus service and urged its use. She spoke about the possibility of making personal pledges on sustainability on the WNC website.

5. **Accounts:** Members **approved** the attached accounts and **authorized** the payments contained in them. The accounts for March containing the final figures for March and therefore 2021-22 were approved for use formally at the annual meeting in May.

It was resolved: to approve the end of year accounts for use in audit papers 2020-21.

6. **Annual return to external auditor:**

It was resolved: to complete the **statement of governance 2021-22** in the manner presented to the meeting and to authorise signature by chairman and clerk.

It was resolved that the figures for 2021-22 in the section 2 **statement of accounts** and certified by the clerk represent an accurate statement of the Council's end of year financial position in 2021-2022 and are approved for use in the new audit system **and can be signed as such by the chairman.**

It was resolved: to agree signature by the chairman of the certificate of audit exemption for 2021-2.

7. **Complaints procedure.** Following the March meeting, the Clerk received an email from a resident concerning the conduct of the council. The clerk investigated the email as a complaint and found it to be without substance. The complainant has been informed of the decision.

The Council's complaints procedure is now almost 10 years old and it would be sensible to review it at the AGM. The Council **endorsed** the actions of the clerk (including the closure of the complaint) and agreed the May review.

8. **Black Horse Public House.** Residents have continued to express concern (in emails to the chairman and others) about developments at the Black Horse public house and their belief that planning regulations are being ignored or deliberately evaded. These

concerns surfaced again strongly in the open forum (see above). Councillors made the following points, amongst others:

- The pub is a pub and not a community venue. It has a PH licence.
- If it is not to be used as a pub, there must be an immediate application for change of use.
- A third community venue is not needed.
- The pub is advertising itself locally and more widely as a 'community venue'.

It was resolved: The council is aware of substantial concerns many residents have expressed about the future of the Black Horse as a public house and the potential loss of an important facility in the village. In response, the council has asked the clerk to urge the appropriate authority to undertake enforcement action to make possible the restoration of the Black Horse to use as a public house.

9. Code of Conduct Training: NCALC is offering a training course for Councillors on 'The Code of Conduct in Practice' on 28th June at 7-9 p.m. by zoom. Councillors expressed a wish to attend.

10. Verbal reports from other bodies: Councillor Rd Williams undertook to attend the next J18 meeting on 15 June if available. RS asked if she could attend the Friday MP meeting on traffic issues. **Agreed.** In preparation for the next traffic meeting with the MP and others it would be useful to collect traffic accident statistics. This would be pursued.

11. Post: leaflet on new waste collection services from WNC



Graham Jones 8.4.2022

Sports Pavilion

Cold Ashby Parish Assembly: 11th May 2022

**The annual Cold Ashby Parish Assembly will take place on Wednesday 11 May
June at 7.30 p.m.**

Everyone on the electoral register for Cold Ashby is welcome to attend. The meeting provides an opportunity to discuss matters of common or individual interest relating to the welfare and development of our community. Anything decided formally at the meeting will be reported directly to the relevant local bodies, including the Parish Council, and will carry the weight of a resolution from an officially constituted meeting.

Agenda

1. Election of chairman for the meeting (if the Parish Council chairman is present, he will assume the chair automatically)
2. Apologies for absence
3. Minutes of the 2021 assembly
4. Welcome and introduction – the chairman will explain the purpose and nature of the meeting.
5. War memorial/obelisk: the Parish Council will outline its intentions and need for support
6. Traffic survey results (if available) and further information on what is being done to highlight the traffic problems in the village. Comments and suggestions welcome.
7. Jubilee arrangements and time capsule. Suggestions welcome.
8. Black Horse public house. The PC has been the centre of debate on this matter for some weeks. This is an opportunity to have your say on the issue.
9. Any other matters of general interest. Open Forum.

G Jones

CAPC Clerk May 22

CAPC Accounts May 22 2022.05.may.accounts2

Carried over				May 22				Balance
Balances:		current account =		£8,898.71			£8,898.71	
		investment account		£7,282.64	Total	£16,181.35		
date	organisation	details		payment method	Income	VAT	total payment	
28.05.22	HMRC	PAYE	April				£71.20	£8,827.51
06.06.22	salary	clerk					£107.18	£8,720.33
28.05.22	Adobe	subs					£9.98	£8,710.35
04.05.22	WNC	precept		anticipated	£5,000.00			£13,710.35
28.03.22	EoN	repairs	21-22 year			£4.80	£28.80	£13,681.55
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								£13,681.55
								£13,681.55
								£13,681.55
					£5,000.00		£217.16	£13,681.55
				Bank interest				
paid				March 22	£0.06			
pending						last month investment		£7,282.64
cleared								
						investment balance		£7,282.70
						Month balance		£20,964.25
	Above payments authorised:							
	Clerk							
	Councillor							
	Councillor							
	Date: 04.05.22							

GCC & School Support Staff Grading Structure
("Green Book" Employees")
April 2020

Grade (April 2020)	SCP (April 2020)	Salary (April 2020)
Grade 1 (previously Grade B)	1	£17,842
Grade 2 (previously Grade C)	2	£18,198
	3	£18,562
Grade 3 (previously Grade D)	4	£18,933
	5	£19,312
	6	£19,698
Grade 4 (previously Grade E)	7	£20,092
	8	£20,493
	9	£20,903
	10	£21,322
Grade 5 (previously Grade F)	11	£21,748
	12	£22,183
	13	£22,627
	14	£23,080
Grade 6 (previously Grade G)	15	£23,541
	16	£24,012
	17	£24,491
	18	£24,982
	19	£25,481
	20	£25,991
Grade 7 (previously Grade H)	21	£26,511
	22	£27,041
	23	£27,741
	24	£28,672
	25	£29,577
Grade 8 (previously Grade I)	26	£30,451
	27	£31,346
	28	£32,234
	29	£32,910
	30	£33,782
Grade 9 (previously Grade J)	31	£34,728
	32	£35,745
	33	£36,922
	34	£37,890
	35	£38,890
	36	£39,880
Grade 10 (previously Grade K)	37	£40,876
	38	£41,881
	39	£42,821
	40	£43,857
Grade 11 (previously Grade L)	41	£44,863
	42	£45,859
	43	£46,845

These pay scales reflect the last negotiated pay award by the National Joint Council for Local Government Services covering 2020-21 and the local GCC Pay and Grade restructure Sept 2019.

Progression is subject to the provisions of the Salary Progression Scheme.

Job Evaluation grades & points	
Grade 1: 1 Up to 262 points	Grade 6: 384 – 421 points
Grade 2: 263 – 285 points	Grade 7: 422 – 459 points
Grade 3: 286 – 315 points	Grade 8: 460 – 506 points
Grade 4: 316 – 350 points	Grade 9: 507 – 540 points
Grade 5: 351 – 383 points	Grade 10: 541 – 585 points
Grade 11: 586 and above points	

Notice Periods	
Grades 1-7	1 month
Grades 8-9	2 month
Grades 10-11	3 month

Name of Council	Cold Ashby Parish Council
Job Title	Parish Clerk
Vacancy Statement	Cold Ashby Parish Council has a vacancy for a parish clerk and responsible finance officer.
Requirements	<p>Applications are invited from suitably qualified and experienced persons, although training will be offered and enthusiasm to learn will be seen as an alternative to formal qualifications. The parish clerk will be responsible for the administration of the business and finances of the council.</p> <p>The post includes some evening work at monthly council meetings. The successful applicant would be expected to have, or be prepared to obtain, CiLCA (Certificate in Local Council Administration). Applicants must be computer literate, with good communication skills. Friendly and positive outlooks are essential.</p> <p>The council will entertain applications from serving clerks who wish to combine their work with an existing council position.</p>
Salary	Salary scale, SCP 7-8 pro rata. (£ 10.63- £10.84 per hour)
Hours	20 hours per month, to include cemetery administration and supervision of village general maintenance work.
Place of work	Work from home
Please apply in writing to and for job specification :- clerk@coldashbypc.com	
Contact	A.N. Other
Position	Chairman, Cold Ashby search committee
Address	
Telephone	
Closing date for applications:	

To find out about the role of the Clerk download an introductory booklet from the Society of Local Council Clerks (SLCC) entitled "*The Essential Clerk*" at
<http://www.northantscalc.com/uploads/essential-clerk-2016.pdf>