

# Scaldwell Parish Council

Chairman: Mr Eugene O'Leary Parish Clerk: Mrs Lisa Callan

## Minutes of the Meeting of Scaldwell Parish Council held on Wednesday 5 July 2017 at 7.30pm in the Village Hall, School Lane, Scaldwell

**Councillors in attendance:** Mr E O'Leary, Mr M Wharton, Mrs M Vinton, Mr D Cross,  
Mrs S Thorne, Mr P Purcell, Cllr K Parker

**Public in attendance:** Mr Bruce Ruddle

**17/65** **To receive apologies and to approve reasons for absence** Cllr Pam Long sent apologies, which the council approved.

**17/66** **To receive any declarations of interest for items on the agenda**  
Cllr Purcell declared an interest in 17/77 b)

**17/67**

**Approval and signing of the minutes**

The minutes of the Annual Meeting of the Parish Council on 17 May 2017, were signed and approved.

**17/68** **Public address: to receive comment and take questions from the public**  
None

**17/69** **To report on actions or matters arising from the minutes (for information only).**  
None

**17/70** **Planning applications:** Consider the following planning application:

a) DA/2017/0580

Single story side extension

The Old Coach House, High Street, Scaldwell NN6 9JS

The council raised concern that the scale of the extension doesn't relate to the scale of the Coach House, and council would expect a conservation officer to inspect. Clerk to send comments to Daventry. **ACTION CLERK**

c) **Planning update (to include but not limited to):**

DA/2017/0231 (Home Farmhouse) - Approved

DA/2017/0233 (The Rectory Farmhouse) - Approved

DA/2017/0351 (Land off Old Road) - Approved

DA/2017/0412 (The Hollies) - Approved

Cllr Purcell had noticed that Scaldwell Manor had just started work following on from an application made in 2014 - DA/2014/0847. The clerk was asked to contact Michael Venton to ensure that the work is being done as per application.

**ACTION CLERK**

Cllr Purcell had also noticed another application on the Planning link, PD/2017/0029, listed as 'Agricultural barn, Oakfields Old Road, prior approval for change of use of building to dwelling. The clerk was asked to ask Daventry for more details. **ACTION CLERK**

**17/71** **Internal Auditor:** The council discussed the possibility of employing and external payroll provider, but agreed that the clerk should continue doing payroll.

**17/72**      **Neighbourhood Planning** Cllr Purcell had attended the ACRE neighbourhood plan day, and reported that parishes are being encouraged to still consider a neighbourhood plan. The council decided to keep Neighbourhood Planning on the agenda for the time being.

**17/73**      **Playing field:**

a)    **To receive update report from the 'Friends of Scaldwell Playing Field', and agree any actions.** There was a good turnout for the tidy up day on Sunday 2 July.

b)    **Authorisation required for work on playing field.** The council agreed to release £2575.00 (this amount excludes VAT), for the following work that needs doing on the playing field:

Remove sand and re-surface

Remove Burma bridge

Remove stepping post cluster

Cable wire re-positioning

Seat adjustment

Remove balance beam

Three quotes were obtained. The clerk was asked to contact Reids to ask them to do the work in September, and the clerk will get back to the council with dates in

September, and will make sure that the quote will still be valid at that time. **ACTION CLERK**

c)    **To consider the Risk Assessment inspection reports received since the last meeting, and agree any actions.**

Cllr Wharton reported collecting lots of beer bottles from the playing field a couple of weeks ago. Cllr O'Leary will write something in the newsletter, reminding people that the playing field is not a party venue. **ACTION EL**

All issues from the last couple of inspection reports (except for the badgers), were dealt with on the tidy up day.

d)    **Discuss request from the Village Club Committee to hold the summer fete on the playing field.** The council agreed that the fete could go ahead, providing adequate insurance is in place. Cllr O'Leary will double check with the Village Club. **ACTION EL**

**17/74**      **Correspondence:** to consider and agree any actions

a)    14 June via email. Danny Moody - Good Councillor's Guide. Cllr Purcell had noted on the transparency information that the end of year accounts should be published on the website. The clerk will send the spreadsheet to Martin to put on website.

**ACTION CLERK**

**17/75**      **Defibrillator:** receive update

The consultation period ended on 26 June, but the clerk has not received any further information and will continue to chase it up.

The clerk contacted BT to ask what will happen to the power supply once the phone is removed from the booth, and BT have confirmed that they will retain responsibility and pay for power supply for the time being. When a defibrillator is installed, they typically

pay for supply for a minimum of 7 years, after which they reserve the right to disconnect.

**17/76 Finance**

- a) To receive financial report and bank reconciliation  
Income received since the last meeting totals £1432.70, and comprises of £1432.19 from HMRC for the VAT re-claim, and £0.51 from RBS in bank interest. The reconciliation to the bank statements dated 1 June 2017 is £35,434.23. Outstanding cheques total £4,206.38. True balance £31,227.85.
- b) Cllr to verify bank reconciliation and to report to council  
Reconciliation verified by Cllr Purcell with no matters arising
- c) To approve and sign the payments to be made below.  
The council approved the payments.
- d) Discuss reserves  
The council discussed the fact that the reserves are perhaps considered high in terms of the precept amount, but agreed to continue with a healthy balance, and spend as necessary. The clerk will ask Danny Moody for the clause on reserves.

**ACTION CLERK**

- e) Agree Finance Regulations amendments  
The council agreed that the clerk would continue with the role of RFO for this financial year. The council agreed on the following amendments in the financial regulations:

The clerk will contact RBS to ask that all councillors are added as signatories, and request the relevant paperwork. **ACTION CLERK**

- 2.2) Section 1.14 and Section 4 covers elements of Authority to Spend - the council agreed that a figure of 1% of Precept for both sections - currently section 1.14 states 1% of precept and section 4 states £500.  
4.1 will be changed to read 1% of precept for each of the 3 bullets
- 2.3) Section 4.5 covers emergency payments and it was agreed that this figure is reduced from £500 to £250.
- 2.4) Section 11 - Contracts  
For any spend up to £300, council do not need to obtain any estimates - just get a likely cost.  
£301 - £1000 council should obtain a minimum 2 estimates  
Over £1000 the council should receive 3 quotes

Chq No	Payment to	Description	VAT	Total (inc VAT)
68	Scaldwell Village Hall	Meeting Room Hire		£135.00
69	Eugene O'Leary	Mileage claim: Parish & Town council meeting in Daventry, and Finance Course in Litchborough		£32.40
70	R&G	May/June mowing	£159.05	£954.31
71	EON	Street lighting maintenance for quarter ending 30 June 2017	£11.78	70.68
72	Lisa Callan	Salary and expenses for June and July incl mileage claim Holcot to Duston round trip x 3 to collect signs. Holcot to Litchborough for finance course		£547.51
73	Wicksteed	Annual Inspection	£9.00	£54.00

Cheque Numbers 966 (Came & Company - Parish Council Insurance - £807.63) & 967 (SSE - May electricity and arrears - £221.56) were approved in-between meetings.

**17/77 Regular reports: to receive reports and agree on any actions (to include but not limited to):**

**Working parties:**

- a) **Website** The clerk is still waiting for training. The council agreed to have a 6 month check-up in September.
- b) **Highways (including speed sign & pavements)**  
Cllr Purcell said that speed watch is underway, and 49 people were caught speeding in the first week.

The clerk will contact Ian Boyes regarding the planters that Stabilised Pavements have installed, and ask him to communicate with Lynsey Norman at regulations for support.  
**ACTION CLERK.** Gerry Horne has also informed Cllr Purcell of a bench he would like to install, and donate to the village, with a plaque of choice. The clerk will also mention the bench to Ian Boyes.

Cllr Purcell informed the council that he had looked into costs for a speed device, and they range from £2,000 - £2,500.

Cllr Purcell has been given 4 'Don't Park on the Grass Verges' signs by Highways, which he will put up around the green.

- c) **Grass cutting (R&G)**

Cllr O'Leary and Cllr Cross met with Ken from R&G, and Old Road has now been mowed. The issue of the grass cutting on the playing field was raised, and it was down to a personnel issue which has now been dealt with. The cost of mowing will rise now R&G are covering additional areas.

The clerk will chase R&G regarding seed costs for the green. **ACTION CLERK**

- d) **Gigaclear**

Cllr O'Leary met with Gigaclear, who informed him that the snagging list had been signed off. Cllr O'Leary will meet with Gigaclear again in September to see if any issues have been improved. Cllr O'Leary will chase the repair of the sinking dip on Back Lane. Gigaclear will remain liable for 2 years after signing off.

- e) **Tree management** - Nothing to report.
- f) **Highways/ROW**
- g) **NHW/Police** - Nothing to report.
- h) **Parish Councillors**

Cllr Purcell asked if anyone would be interested in coordinating the 'Paint Means Poo' campaign this year. Cllr O'Leary will ask for volunteers in the newsletter.

Cllr Purcell is investigating the street lighting upgrade, and has asked the clerk for list of lights in the village and the type of bulbs used. **ACTION CLERK**

**Cllr Vinton reported dead ivy on telegraph poles in the village.** The clerk was asked to contact BT to inspect it. **ACTION CLERK**

**17/78 Newsletter:** Ask for Paint Means Poo volunteers, Playing field, bench plaque, Pump/Well.

**17/79 Meeting dates:** The council decided to hold 10 months a year, excluding August and December.

17/80

**Upcoming meetings for 2017:** 20 September, 18 October, 15 November.

The meeting closed at 9.05 p.m.

DRAFT