

SCALDWELL PARISH COUNCIL

Chairman: Mr Eugene O'Leary

Parish Clerk: Hayley Cawthorne **Address:** Rose Cottage, Station Road, North Kilworth, Lutterworth, LE17 6ER

Email: scaldwellpc@gmail.com

Minutes of the meeting of the Scaldwell Parish Council held on Wednesday 27th June 2018, at 7.30 pm

Councillors Present: Cllr E O'Leary (Chairman)
Cllr P Purcell (Vice Chairman)
Cllr Mrs P Long
Cllr Mrs S Thorne
Cllr M Wharton
Cllr M Vinton
Cllr D Cross

Clerk to the Parish Council: Hayley Cawthorne

In Attendance: Residents from 'The Grange', Scaldwell.

| | | ACTION |
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| 18/102 | To receive apologies and to approve reasons for absence None received | |
| 18/103 | To receive any declarations of interest for items on the agenda <ul style="list-style-type: none">Cllr Vinton declared an interest in agenda item 18/110/eCllr Wharton declared an interest in agenda item 18/110/e | |
| 18/104 | Approval and signing of the minutes RESOLVED: The minutes of the meeting of the Annual Parish Council Meeting on Wednesday 16th May were approved and signed. | CLERK:To scan signed copy and upload onto website |
| 18/105 | Public address Residents from 'The Grange' residents in the Parish attended the meeting to share insight regarding 18/110/g | |
| 18/106 | District & County Councillor Reports None received | |

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| 18/107 | <p>Chairman's Report on progress of Resolutions from the last meeting</p> <p>a) Playing Field</p> <ul style="list-style-type: none"> • The fort has been sealed off. The rope pull has now also been deemed as dangerous, which has been cordoned too. • Awaiting response from carpenter to offer a quote for fort replacement. • Contacting the supplier of the rope pull to carry out professional repair. • Next tidy up day is planned for 29/07/2018 • Petty cash = £451.40 <p>RESOLVED: Clerk to arrange Wickstead to carry our annual inspection by contacting agency</p> <p>b) Update from the Parish and Town Council's Meeting</p> <ul style="list-style-type: none"> • The Northamptonshire reorganisation will lead to almost certainly two unitary authorities. Daventry fighting hard as would like only Daventry and South Northants to go together as rural districts. • In April 2020 Daventry District Council will cease to exist. <p>c) Brixworth Development Plan</p> <ul style="list-style-type: none"> • Refer to 18/110/ f. discussed later in the meeting <p>d) New Bin Service Update</p> <ul style="list-style-type: none"> • Blue lid bins have so far had positive feedback. • New collection contract is for 5 years • Teething problems with collection in Back Lane. District Cllr Parker looking into it. Cllr O'Leary to keep an eye on situation. | CLERK: Contact Wickstead to carry our annual inspection |
| 18/108 | <p>Correspondence to consider and agree any actions on correspondence received</p> <p>a) Internal Audit Satisfaction Survey (18/06/18) – Cllr Purcell to complete and return.</p> <p>b) PCC Meeting information (30/05/18)</p> <p>a. Cllr Wharton to attend public meeting with Stephen Moid (PCC) on September 10th 2018. Greenwell Rooms, Wootton Hall.</p> <p>c) Daventry Media Release- Consultation for Northamptonshire Government Reform (18/06/18)</p> <p>a. For information. Discussion under 18/115</p> <p>d) Old Road Closure 4/5th June (31/05/18)</p> <p>a. Work not yet finished. Put on next meeting's agenda to check back.</p> <p>e) Superfast Broadband Update (14/06/18) – details of overall coverage and latest targets.</p> <p>f) NALC Annual Conference (12/06/18)</p> <p>a. 30/31 October in Milton Keynes. Agenda for next meeting.</p> <p>g) Disabled Facilities Grants and Home Repairs Assistance Grants - Daventry DC (05/06/18)</p> <p>a. Cllr Purcell to put on notice board</p> <p>h) Electric Charging points</p> <p>a. DDC considering installing points around District. Survey completed by all Cllrs individually.</p> <p>i) R&G request for information to ensure GDPR compliance (06/06/18)</p> <p>a. Information forwarded by the clerk.</p> <p>j) Review of Public Spaces Order Consultation (12/06/18)</p> <p>a. Discussion regarding potential new powers to deal with irresponsible dog owners. Consultation open from 12/06/2018 to 24/07/2018</p> <p>RESOLVED: Scaldwell Parish Council agreed the following for the clerk to feed back through the consultation channel:</p> <p><u>AGREE</u></p> <ul style="list-style-type: none"> i. Dogs should always be on a lead in graveyards, cemeteries or memorial gardens ii. Dogs should always be kept on leads in built up areas | <p>Cllr Purcell: 1. Complete audit survey 2. post grant info on notice board</p> <p>Cllr Wharton to attend event 10/09/18</p> <p>CLERK: 1. Register attendance & f/w information to Cllr Wharton 2. Feedback on dog owner new powers 3. Contact DDC re election</p> |

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| | <ul style="list-style-type: none"> iii. Dogs should be excluded from playing areas of marked and maintained sports pitches (in season) iv. Introduce DNA restricted areas of public space <u>DISAGREE</u> v. A defined lead length and type of lead is to be used in areas where a dog should be on a lead vi. A restriction on the number of dogs to be walked at any one time vii. Prohibition of smoking from defined children's play areas viii. Delegation of enforcement powers to parish councils <u>NOT APPLICABLE TO SCALDWELL PC</u> ix. Dogs should always be kept on leads near schools <p>k) Daventry Calling Magazine (21/06/18) a. All Cllrs receive copies of this.</p> <p>l) Updates to Electoral Register: Decision of whether we still require this information (20/06/18) RESOLVED: No need to receive Electoral roll monthly updates. SPC will request copy of register near election times (revised copy available in December each year). Clerk to inform DDC to cease sending updates</p> <p>m) New Chairman to Daventry District Council (30/05/18) a. Cllr Cecile Irving-Swift was appointed Chairman of Daventry District Council 2018/19</p> <p>n) Scaldwell Newsletter (June/July 2018) a. All Cllrs and Scaldwell residents receive copies of this.</p> <p>o) CALC Electronic update (May-June 18) a. Clerk to forward to all Cllrs</p> <p>p) Daventry District Neighbourhood Policing Report (24/05/18) a. Discussed under 18/109</p> <p>q) Daventry and District Rural Highlights and Lowlights for April 2017-April 2018 (24/05/18) a. Discussed under 18/109</p> <p>r) Daventry District Council Media Release – Garden Waste (21/05/18) a. Sign up - green waste collection. £35 annual fee. www.daventrydc.gov.uk/gardenwaste</p> <p>s) Daventry District Council Media Release – Bin Calendars (21/05/18) a. Calendars sent out and should be with residents of Scaldwell. If not look on website b. New 123 + waste and recycling <ul style="list-style-type: none"> i. 1 Weekly food waste collection ii. 2 Weekly mixed recycling collection in a new blue lidded wheelie bin iii. 3 Weekly general waste black bin collection </p> <p>t) Future Northants Consultation – Invitation for Town and Parish Councils (20/06/18) RESOLVED: Cllr O'Leary to attend Towcester event on 3rd July at The Forum, Moat Lane. 6.30 pm</p> | <p>updates 4. F/w CALC update to all Cllrs</p> <p>Cllr O'Leary to attend Towcester event 3rd July</p> |
| 18/109 | <p>Neighbourhood Watch & Police Liaison</p> <p>To Include</p> <ul style="list-style-type: none"> a) Daventry District Neighbourhood Policing Report <ul style="list-style-type: none"> • Cllr Wharton highlighted key facts to the Parish Council b) Parish Newsletter article update <ul style="list-style-type: none"> • Cllr Wharton read out a draft for newsletter article. Use Clerk Email as the initial contact. RESOLVED: Cllr Warton to submit this as part of the Parish Council update for the newsletter c) Whats app group creation <ul style="list-style-type: none"> a. Will be considered as part of the neighbourhood watch discussions for Scaldwell | |

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| 18/110 | <p>Planning - to consider planning consultation papers, applications and completions received, and make decisions on comments and actions:</p> <p>a) Application No: PD/2018/0025 Location: Building off East End</p> <ul style="list-style-type: none"> • Cllr O'leary and Cllr Purcell have sent in queries to planning officer. Nothing more to report. Update pending. <p>b) Application No: DA/2018/0452 Location: High Hedge Farm, Old Road, Scaldwell, NN6 9JZ</p> <ul style="list-style-type: none"> • RESOLVED: Parish Council to raise no objection. Submit general comment to check footpath not impeded by the menage. <p>c) Application No: DA/2018/0138 Location: 1 East End, Scaldwell, NN6 9LB</p> <ul style="list-style-type: none"> • Application Withdrawn <p>d) Application No: DA/2018/01347 Location: Sundial Cottage, East End, NN6 9LB</p> <ul style="list-style-type: none"> • Planning permission granted by Daventry District Council on 05/06/2017 <p>e) Application No: DA/2018/0436 Location: 1 East End, Scaldwell, NN6 9LB</p> <ul style="list-style-type: none"> • RESOLVED: The parish council feel although there is no material consideration to warrant an objection, the parish council does not support this application. It is considered that owing to the location of the property, this development would be overbearing on neighbouring properties. <p>f) Application No: DA/2018/0260 Location: Land to West of Mercedes Avenue, Brixworth</p> <ul style="list-style-type: none"> • Application Withdrawn <p>g) The Grange – Extension and Garage and other building work</p> <ul style="list-style-type: none"> • Parish Council awaits the retrospective planning application to be submitted. <p>h) 12001-06 Moulton Heights Environmental Impact Scoping Report</p> <ol style="list-style-type: none"> Parish councillors read and send consultation responses directly | Clerk to send responses for b) and e) |
| 18/111 | <p>Parish Assets – to receive updating reports and agree any action required:</p> <p>a) Playing Field Report</p> <ul style="list-style-type: none"> • As per 18/107. <p>b) Street Lighting Defibrillator & Kiosk</p> <ul style="list-style-type: none"> • Awaiting responses <p>c) Village Green – Update regarding the Improvement Plan and decision on the way forwards.</p> <ul style="list-style-type: none"> • Awaiting responses <p>d) Tree Management</p> <ul style="list-style-type: none"> • Refer to Parish Council plan | |
| 18/112 | <p>GDPR Update</p> <p>To include</p> <ol style="list-style-type: none"> Website compliance <ol style="list-style-type: none"> RESOLUTION: Cllr Purcell to contact Parish Council Website provider to request GDPR documents are uploaded | Cllr Purcell to contact website provider |

| 18/113 | <p>Finance & Administration</p> <p>a) To note receipt of income</p> <p style="padding-left: 20px;">a. No income received this period</p> <p>b) To approve bank reconciliation (signature required on bank statement)</p> <p style="padding-left: 20px;">a. Deferred to the next meeting owing to change of clerk and lack of bank statements being sent to the correct address.</p> <p>c) To authorise Payments (two Cllrs to sign cheques)</p> <ul style="list-style-type: none"> • RESOLVED: Parish Council Authorisation received to pay the following payments | CLERK: Query insurance premium if includes VAT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 18/114 | <p>Clerk Updates</p> <p>a) Contact updates – Clerk updated suppliers R&G and EON of new contact details. Still need to update bank with new contact details.</p> <p style="padding-left: 20px;">a. RESOLVED: Cllr O'Leary to complete mandate and return to bank.</p> <p>b) NALC - Clerk details updated with NALC</p> <p>c) Payroll – Clerk now listed with DM Payroll services</p> <p>d) Email Outlook – current Gmail email is not working effectively. Something to consider for the future is moving over to OUTLOOK</p> <p>e) Training – 'Off to a flying start' NALC course 13/08/2018.</p> <p style="padding-left: 20px;">a. RESOLVED: Clerk to attend NALC course.</p> <p>f) WW1 commemoration ideas.</p> <p style="padding-left: 20px;">a. Discussed and request to put on the agenda for the next meeting for a decision</p> <p>g) Website update</p> <p style="padding-left: 20px;">a. Difficulty in accessing website to upload documents. Cllr Purcell on the case.</p> <p>h) Annual Governance and Accountability Return (AGAR) 2017/18</p> <p style="padding-left: 20px;">a. AGAR returned to PK Littlejohn</p> <p style="padding-left: 20px;">b. Cllr Purcell displayed necessary account information on the Scaldwell Parish noticeboard</p> | <p>Cllr O'Leary complete bank mandate to update with new clerk information</p> <p>Clerk to book onto course with NALC</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18/115 | <p>Northamptonshire Government Reform</p> <ul style="list-style-type: none"> • RESOLVED: Cllrs to review and make individual responses on Northamptonshire Government Reform Consultation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18/116 | <p>Governance Review</p> <ul style="list-style-type: none"> • Discussion about possible changes and how this would effect Scaldwell Parish. • RESOLVED: No comments to be made on this occasion | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| 18/117 | <p>Parish Councillor Updates and Reports for information only</p> <p>a) Cllr Purcell attended the CPRE Summer Roadshow and shared the handout he received.</p> <p>b) Bus service in Scaldwell</p> <p>a. Cllr Purcell updated the Parish Council that the local bus service will be cut from 22nd July owing to the subsidy being cut by Northamptonshire County Council</p> <p>b. RESOLVED: The update link should be shared with Scaldwell residents in the Scaldwell newsletter.</p> <p>c. Cllr O'Leary to include in his next update.</p> | Cllr O'Leary to include bus service update in his newsletter report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 18/118 | <p>Items for Next Agenda</p> <p>a) To Review Council Policies, Procedures and Regulations</p> <p>b) Old Road Closure, Scaldwell</p> <p>c) Confirmation is any attendees for the NALC Annual Conference</p> <p>d) Northants CALC Annual General Meeting – Saturday 6th October, 2018</p> <p>e) Cllr O'Leary feedback from Towcester event – Future Northants Consultation</p> <p>f) Bin collection update – teething issues resolved?</p> <p>g) WW1 commemoration ideas.</p> <p>h) Grass Cutting grant update</p> <p>i) Bank contact details update</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18/119 | <p>Agree dates for the Parish Council Meetings in 2018</p> <table border="1" data-bbox="142 877 1360 1314"> <thead> <tr> <th>DATE of meeting</th> <th>AGENDA OUT</th> <th>DEADLINE FOR AGENDA ITEMS</th> <th>Weeks since last meeting</th> </tr> </thead> <tbody> <tr> <td>Wednesday April 18th</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Wednesday May 16th</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Wednesday 26th June</td> <td>Friday 22nd June</td> <td>Monday 18th June</td> <td>6 weeks</td> </tr> <tr> <td>Wednesday 1st August</td> <td>Friday 27th July</td> <td>Monday 23rd July</td> <td>5 weeks</td> </tr> <tr> <td>Wednesday 26th September</td> <td>Friday 21st September</td> <td>Monday 17th September</td> <td>8 weeks</td> </tr> <tr> <td>Wednesday 14th November</td> <td>Friday 9th November</td> <td>Monday 5th November</td> <td>7 weeks</td> </tr> <tr> <td>Wednesday 23rd January</td> <td>Friday 18th January</td> <td>Monday 14th January</td> <td>10 weeks <i>No December meeting</i></td> </tr> <tr> <td>March</td> <td>TBC</td> <td></td> <td></td> </tr> <tr> <td>APCM</td> <td>TBC – early May</td> <td></td> <td></td> </tr> </tbody> </table> | DATE of meeting | AGENDA OUT | DEADLINE FOR AGENDA ITEMS | Weeks since last meeting | Wednesday April 18 th | - | - | - | Wednesday May 16 th | - | - | - | Wednesday 26 th June | Friday 22 nd June | Monday 18 th June | 6 weeks | Wednesday 1 st August | Friday 27 th July | Monday 23 rd July | 5 weeks | Wednesday 26 th September | Friday 21 st September | Monday 17 th September | 8 weeks | Wednesday 14 th November | Friday 9 th November | Monday 5 th November | 7 weeks | Wednesday 23 rd January | Friday 18 th January | Monday 14 th January | 10 weeks <i>No December meeting</i> | March | TBC | | | APCM | TBC – early May | | | <p>Clerk to request these are updated on the website</p> <p>Cllr Purcell to display meeting dates on the Parish noticeboard</p> |
| DATE of meeting | AGENDA OUT | DEADLINE FOR AGENDA ITEMS | Weeks since last meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| March | TBC | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| APCM | TBC – early May | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Meeting closed at 9.55 pm | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Signed: Hayley Cawthorne

Clerk to Scaldwell Parish Council

Dated: