

Titchmarsh Parish Council
The Pavilion, Drydens Close, Titchmarsh Tuesday 18 April 2017

Councillors Present:

Mrs Jackie Rowe [Chair]
 Mrs S Wilcox [SW] [Vice chair]
 Mr M Ferry [MF]
 Mr B Ash [BA]
 Mr M Noakes [MN]

Mr M Alderman [MA]
 Mrs Y Hooks [YH]
 Mrs S Prestwich [SP]
 Mr A Howarth [AH]

In attendance Amanda Claxton (Parish Clerk)

2017/4/1

Public Open Time

Representatives from the Playing field Association came to deliver plans for the refurbishment of the children's play area as per item 11 on the agenda. This was brought forward by permission of the chair. They have looked at a number of different companies, obtained prices, which are variable and have some plans that have been designed by Playdale for consideration, which will cost about £90,000 to complete and funding will have to be obtained for this. Weather permitting, they would like to have the refurbishment completed by Easter 2018.

2017/4/2

To receive apologies for absence- NONE.

2017/4/3

To receive Declarations of Disclosable Pecuniary (DPI) or Other Interests and any Dispensation requests -

BA recipient of cheque number 101198.

2017/4/4

Minutes of Last Meeting - All agreed minutes of the ordinary meeting held on 21 March 2017 to be an accurate record. It was **RESOLVED** that the Chair sign the minutes.

2017/4/5

Matters Arising (for information purposes only)

NONE

2017/4/6

FINANCE

- SP presented quarterly accounts from January to March 2017 and actual figures were compared against budgeted figures. Accounts for the year ended 31 March 2017 were also presented and discussed.
- Signatures obtained on letter to Barclays to increase standing order for clerk's pay increase.
- Annual Accounting Statement year ended 31 March 2017, including Annual Governance Statement approved and signed by RFO, Chair and Clerk.

| Payee & Cheque number | Service Provided | Net Cost | Total Cost |
|----------------------------------|---|-----------------|-------------------|
| EON 101191 | Electricity / street lighting for March 2017 | £182.24 | £218.69 |
| Savills 101195 | Titchmarsh Playing field rent. | £600.00 | £600.00 |
| Aylesbury Mains 101196 | Install lantern at High Street Titchmarsh | £60.00 | £72.00 |
| Northants CALC 101200 * | Membership subscription April 2017 - March 2018 | £460.05 | £460.05 |
| B Ash 101198 | Reimbursement for 31 High Visibility Vests | £104.19 | £130.24 |
| S&C Hibbins 101199 | Printing of Titchmarsh Times April/May | £184.91 | £184.91 |
| Direct Debit HMRC | PAYE Jan-March 2017 | | £144.80 |
| Standing order Amanda Claxton | Clerks salary for March paid in April | £192.88 | £192.88 |

*Cheque 101197 was spoiled and replaced with 101200

It was **RESOLVED** that all payments be made.

2017/4/7

Correspondence (items requiring discussion and decision)

- Email from Pound gardener advising he will maintain the pound area free of charge for the forthcoming year and only claim back expenses for weed killer, fertiliser or replacement plants. TPC were all in favour and it was **RESOLVED** that the clerk reply and accept the offer.
- Email from Parishioner regarding anti-social behaviour in Birds Lane. TPC were all in agreement that the parishioner should report this issue to the police. Chair to reply to the email to advise this.

Correspondence (items for noting only and circulated in the float file)

- NCALC Update
- Parish Maps and Northants Highways questionnaire
- Reviewed Parish Council Documents.

PFA minutes were not available at this time.

2017/4/8

Planning

To note outcomes of previous planning applications

17/00257/LBC Remove existing lath and plaster stud wall to under-cloak of staircase. Remove quarry tile on earth floor to hall and under stairs cupboard and replace with insulated concrete slab (relay quarry tiles). Remove rotten suspended timber floor to both reception rooms and replace like for like. Install 8 no. cast iron airbricks to front elevation. Remove artex finish to first floor ceilings, first floor bathroom and one first floor bedroom and overboard. Open up existing fireplaces to reception rooms, install concrete lintel with timber face, install stone hearths and new wood burning stoves. Install 2 no. external cast iron vents to ventilate new stoves. Install 2 no. beige mid tecanti-down draught cowls to chimney pots. Replace 3 no lintels to ground floor front elevation, install concrete lintel with hardwood face. at 26 North Street Titchmarsh Kettering Northamptonshire NN14 3DH. **GRANTED subject to conditions.**

To discuss this Councils response to Planning Application number(s)

NONE

2017/4/9

Highways

- Highway Wardens report was received and discussed:
Poor condition of the road from Polopit to A14. MF to meet with Northants Highways.
Brambles overhanging the road on the High Street, still outstanding.
Position of 30mph signs on Islington still not relocated.
Steps at High Street / St Andrews Lane junction still a hazard however the new lamp installed as a trial has made the area much better lit. The cost to keep this lamp is £310 + VAT. TPC all agreed that that the light was much improved. It was **RESOLVED** that Aylesbury Mains be paid the additional cost to keep the lamp.
Re-instatement of the road markings outside the school. There has been no further correspondence regarding this work. Clerk to contact Northants Highways to establish timescale.
- Email received from Northants Highways advising of resurfacing programme on the A605 from Thrapston to Titchmarsh. Details to be included on Website and in Titchmarsh Times.

2017/4/10

Allotments

- Allotment Working Party have carried out inspection of the allotments. 2 plot holders have given up their plots. Clerk contacting interested parishioners on the waiting list.
Email received from plot holder regarding the usefulness of the lock at Islington as a deterrent for break ins and vandalism and being more of a hindrance for allotment users. SP to contact other plot holders on their opinion on having the lock in place on both gates or just the one that enables vehicular access.
Original combination lock has failed again and been returned to the manufacturer and a replacement installed.
- Strimming of paths and edges required Islington site at a cost of £66.95 per visit. It was **RESOLVED** that HJ Horticulture to carry out this work.

- 2017/4/11 **Playing Field Association**
- 10k race now has 70+ entries. No additional meeting minutes are currently available.
 - PFA presented plans for new play area at Public Open Time. PFA will formally write to TPC with the plans so that permission can be obtained from Merchant Venturers.
- 2017/4/12 **Audit Preparation**
- Clerk, RFO and scrutineer met to review Parish Council documents. The following were reviewed and updated:
Asset Register
Effectiveness of Internal Audit
Internal Controls system
Model Publication (FOI)
Risk Assessment
 - Internal Audit scheduled for 5 May 2017.
 - Scrutineers Report received
- 2017/4/13 **Annual Parish Meeting**
- Clerk advised that replies and acceptance had been received from the Police, Youth group, East Northants Councillor Geoff Shacklock, County Councillor Wendy Brackenbury, The Clubroom, The Playingfield Association, Parish Path Warden, The Village Shop and The Church to speak at the APM. Chair's report to include Initiatives for the village.
APM Agenda agreed.
- 2017/4/14 **Emergency Plan**
- Document discussed and adopted and will be presented at the APM. Details of Contacts will be included in the next TT.
- 2017/4/15 **Titchmarsh Times / Website**
- TPC discussed items for inclusion in TT;
Details of Community Initiatives and how to become involved.
List of Contacts for Emergency Plan
Details of the resurfacing programme for the A605 Thrapston to Titchmarsh.
 - TPC discussed the fees for TT advertising from June 2016. It was **RESOLVED** that the TT advertising fees be increased to £12 per edition. All in favour. Clerk to send out invoices.
 - Passwords for the website to be given to the Chair and the Clerk.
 - AH advised that the website could do with updating. Item to be included on June agenda.
- 2017/4/16 **Northants CALC Information**
- Transparency code funding. AH to prepare a claim for updating the website, to see if costs can be reclaimed through the funding.
 - Unitary Local Government. Wendy Brackenbury, Northants County Councillor to provide brief overview at APM.
 - Lighting of Beacon to commemorate WW1 on 11/11/18. It is now too late to be included in publicity but WW1 commemoration will be included in November agenda.
 - Risk assessment of Clerks workstation to be completed by BA.
- 2017/4/17 **Date of next meeting**
- Next meeting will be Tuesday 16 May 2017 at 7.00 pm in The Pavilion, Dryden's Close, Titchmarsh (unless a planning meeting is called in the meantime)
- 2017/4/18 **Items for noting**
- Builders have left the pavements in Polopit in poor condition. To be included in May agenda if not rectified.

Meeting Closed at 9.10pm