



TITCHMARSH PARISH COUNCIL

**All Councillors are hereby summoned and required to attend ordinary Meeting of
Titchmarsh Parish Council
on Tuesday 19 September 2023 at 7.30pm to be held in The Pavilion, Drydens Close,
Titchmarsh.**

The Public and Press are welcome to attend the meeting. If you would like to speak on a matter which is to be considered at the meeting, please advise the Chair or Clerk before the meeting starts. Public are excluded from any items marked with a +. The Press are welcome to attend but will be excluded from any items marked with an +

Emma Morehen

Signed

Emma Morehen Clerk to Titchmarsh Parish Council
Dated 12 September 2023
19 Nene View, Islip, Kettering, Northants., NN14 3LD
Tel: 079600 36894 Email:- clerk@titchmarsh-pc.gov.uk

AGENDA

2023/09/99	<u>PUBLIC OPEN TIME</u> Members of the public are invited to address the Council, give their views, and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.
2023/09/100	To RECEIVE apologies for absence
2023/09/101	To RECEIVE Declarations of Disclosable Pecuniary or Other Interests and any Dispensation requests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item (please note declarations must be made verbally at the appropriate time as well as entered in the Interest Book.)
2023/09/102	<u>MINUTES</u> a) *To APPROVE the minutes of the meeting held on 17 July 2023
2023/09/103	<u>MATTERS ARISING</u> a) To NOTE response from landowners agent regarding the damaged fence surrounding the paddock adjacent to the Playing Field b) To NOTE update regarding Churchyard grass cutting
2023/09/104	<u>FINANCE</u> a) To NOTE update regarding BHIB Councils insurance provider and its business integration with CLEAR Group b) To NOTE £1430.94 discount applied to SSE streetlighting account, received as part of the Government Energy bill relief scheme discount c) *To NOTE update regarding changes to bank mandate, linked savings account and online banking d) To NOTE the following receipts:-

Received from	On	Reference	Amount £
Titchmarsh PFA	31/07/2023	Contribution towards invoice number 2786 & 2809 grass cutting at the playing field 07/06/2023, 26/05/2023, 11/05/2023, 05/07/2023	£900.00

Titchmarsh PFA	25/08/2023	Contribution towards invoice from Wicksteed for works carried out to the zip wire (£502.07) and invoice numbers 2792, 2846, 2849 for grass cutting at the playing field 20/06/2023, 18/07/2023 & 03/08/2023 (£810.00)	£1177.07
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e) To **NOTE** payments since the last meeting on 18 July 2023

cheque number	Invoice date	Payee and Service provided	Net cost (£)	VAT (£)	Total cost (£)
101546	30/06/2023	Turneys Parish verge cutting 29/06/2023	£647.68	£129.54	£777.22
101547	28/06/2023	Mowerman Grounds Maintenance grass cutting at the playing field 07/06/2023, 26/05/2023, 11/05/2023	£675.00	£135.00	£1080.00
	05/07/2023	Mowerman Grounds Maintenance t/a S Garrett-Harvey grass cutting at the playing field 05/07/2023	£225.00	£45.00	
101548	31/07/2023	Typestart printing of Titchmarsh Times 280 copies issue 140 August/September 2023 edition			£300.00
Direct debit	04/07/2023	SSE electricity consumption for streetlights June 2023	£359.85	£17.98	£286.90
			less credit applied to account - £90.93		
Direct debit	02/08/2023	SSE electricity consumption for streetlights July 2023	£317.22	£15.85	£333.07
Standing order	28/08/2023	Clerks pay August 2023 (paid in the month worked)		-	£382.50

f) To **APPROVE** the following payments

cheque number	Invoice date	Payee and Service provided	Net cost (£)	VAT (£)	Total cost (£)
101549	28/07/2023	PKF Littlejohn LLP PKF Littlejohn external audit costs (year ended 31/03/2023)	£210.00	£42.00	£252.00
101550	11/07/2023	Wicksteed Leisure Ltd repairs and maintenance to zip wire at the Playing Field	£502.07	£100.41	£602.48
101551	28/06, 02/08 & 03/08/2023	Mowerman Grounds maintenance grass cutting at the playing field 20/06, 18/07 & 03/08/2023	£675.00	£135.00	£810.00
101552	19/09/2023	Deposit return Plot I37 (R Hammond)			£30.00
101553	19/09/2023	Deposit and rent return plot I21 (E Oben)			£66.00
101554	05/09/2023	Society of Local Council Clerks annual clerks' membership			£97.00
101555	30/08/2023	Turneys Parish verge cutting 08/08/2023	£647.68	£129.54	£777.22
101556	19/09/2023	*Clerks expenses July – September 2023			£125.40

101557	12/09/2023	Josh Monger – supply and instal new Oak gate post to bottom gate at Tofts allotments = £400.00 (paid from allotment reserves) Maintenance and repairs to 7 parish owned benches £1575.00			£1975.00
101558	11/09/2023	Clear Insurance Management Ltd, annual insurance renewal effective from 1 October 2023 – 30 September 2024			£857.05
Direct debit	04/09/2023	SSE electricity consumption for streetlights August 2023	£338.31	£16.91	£355.22
Standing order	28/07/2023	Clerks pay September 2023 (paid in the month worked)	-	-	£382.50

2023/06/105	<u>GOVERNANCE</u> a) *To NOTE the External Auditors Report & the publication date of the Notice of Conclusion of Audit
2023/09/106	<u>PLANNING</u> <u>Outcomes of previous applications</u> a) NE/23/00527/FUL Proposed (revised) single storey rear extension, raised patio area, changes to fenestration to front to grey casements, solar panels to front elevation roof, change of roof materials from concrete tiles to slate, front porch and render of building with external insulation underneath (Re-submission of NE/22/01291/FUL) at 22 Church Street, Titchmarsh– Permission granted by North Northamptonshire Council <u>Applications for consideration by the Parish Council as consultees</u> To REVIEW and COMMENT on the following planning applications: b) *NE/23/00754/FUL First Floor Bedroom Extension over Ground Floor Entrance Porch Location: 8 St Andrews Lane Titchmarsh Kettering NN14 3DN c) *NE/22/00151/FUL An amendment/additional information has been received in respect of the above application for full planning permission upon which you have previously been consulted. <i>An amendment/additional information has been received in respect of the above application for full planning permission upon which you have previously been consulted.</i> (Note also similar communication from Newlands Developments regarding the same) <u>Other planning related matters</u> d)*To NOTE details of final inspector's report regarding East Northamptonshire Local Plan Part 2 e) Cllrs Prestwich and Jones to feedback to the Parish Council from their attendance at Wood lodge Solar Planning Application – Parish & Town Council virtual Q&A session held 31 July 2023 f) *To NOTE, DISCUSS and RESPOND to email from a member of the electorate regarding Tree Preservation Orders and possibility inf investigating individual preservation orders as opposed to an area TPO. g) *To NOTE and RESPOND to email from Great Addington Parish Council regarding proposed warehouse development at Burton Wold as outlined in Kettering Energy Park draft Masterplan, letter seeks support from Titchmarsh PC in sending a joint open letter to NNC opposing the proposals
2023/09/107	<u>MANOR FARM COURT DERELICT LAND and COMMUNITY OWNERSHIP FUIND</u> a) To NOTE any response from landowner of derelict area in Manor Farm Court and consider any action going forward
2023/09/108	<u>STAUNCH – [Save Titchmarsh and Upper Nene Countryside and Habitats]</u> a) STAUNCH representative to update Parish Council regarding current campaign
2023/09/109	<u>CORRESPONDENCE</u>

	<p>a) *To NOTE details of August communication log to include details of recently issued public consultations</p> <p>b) To NOTE and RESPOND if required to NNC active Communities Framework Town & Parish council survey – closing date 29 September 2023</p> <p>c) NNC notification of emergency road closure by Anglian Water for Roman Road, the road being closed for 7 days from 22 August for repairs to a broken fire hydrant.</p>
2023/09/110	<p><u>HIGHWAYS</u></p> <p>a) To DISCUSS publicising output data from the VAS sign in Titchmarsh Times and sharing with STAUNCH as part of their campaign</p> <p>b) To NOTE any comments received to the consultation with the electorate regarding installing planters to the verge on the corner of Park Road and the School to prevent further damage an erosion of this area, Parish Council to DISCUSS and AGREE further action</p> <p>Resolution Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are to be excluded on the grounds that the following items to be discussed are of a confidential and sensitive nature (Members of the public and press will be moved to the waiting room)</p> <p>c) To REVIEW tenders received for 24/25 grass cutting contract, and RESOLVE who the contract will be awarded to. All tenders received and reviewed in line with Titchmarsh Parish Council Financial regulations</p> <p><u>ROUTINE ANNUAL FLOOD PREVENTION MEASURES</u></p> <p>a) To NOTE, DISCUSS update from village flood warden regarding routine stream clearance in Polopit. APPROVAL sought for hire of skip and licence, as per budget</p>
2023/09/111	<p><u>STREETLIGHTING</u></p> <p>a) To NOTE any comments from members of the public following the proposal to change bulbs to column numbers 16, 19, 35, 37, 39. Parish Council to DISCUSS and AGREE next steps</p>
2023/09/112	<p><u>SCHOOL</u></p> <p>a) To DISCUSS premises alarm being intermittently activated, and managing future incidents</p> <p>b) To NOTE update regarding outside lighting</p>
2023/09/113	<p><u>TITCHMARSH PLAYING FIELD ASSOCIATION (TPFA)</u></p> <p>a) *To DISCUSS and RESPOND to request from TPFA regarding a contribution from the Parish Council towards the cost of car park markings to the PFA car park</p> <p>b) To NOTE response from PFA to recent inspection by the Parish Council of the premises</p> <p>c) To NOTE update regarding Solar panel project</p>
2023/09/114	<p><u>ALLOTMENTS</u></p> <p>a) *To NOTE report following recent inspection of both Islington and Tofts sites</p> <p>b) To NOTE outcome of recent allotment holders tidying session and Islington on Saturday 16 September 2023</p> <p>c) *To APPROVE changes to the allotment T&C's so that new T&Cs can be sent to plot holders with their annual invoice in September.</p> <p>d) To NOTE emergency action implement by the clerk on 22 August 2023 following an damage to Tofts allotment bottom gate after a herd of cows broke through to the allotment ground¹</p>
2023/09/115	<p><u>TITCHMARSH TIMES</u></p> <p>a) To DISCUSS sizes of adverts and pro rata costings</p> <p>b) To AGREE articles for the next edition of Titchmarsh Times</p>
2023/09/116	<p><u>FUTURE AGENDA ITEMS</u> An opportunity for Councillors to report items and to request future agenda items - <i>no decision can be made under this item</i></p>
2023/09/117	<p><u>DATE OF THE NEXT MEETING</u> Tuesday 17 October 2023 7.30 pm in the Pavilion Drydens Close Titchmarsh</p>

* - background details issued as supplementary papers for the meeting

¹ TPC Financial regulations 4.3 In cases of extreme risk to the delivery of Council services, the Clerk may authorise revenue expenditure on behalf of the Council which in the Clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £300. The Clerk shall report such action to the chairman as soon as possible and to the Council as soon as practicable thereafter. All items of expenditure covered in this paragraph shall be subject to ratification at the next meeting of the Council.

Part 2

- 2023/09/118 Resolution Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are to be excluded on the grounds that the following items to be discussed are of a confidential and sensitive nature (Members of the public and press will be moved to the waiting room)
- None noted

The Agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the Agenda (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*)

Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted. Please ensure if you wish to record business during public open time you make the Clerk aware.

If you would like to speak on a matter which is to be considered at the meeting, please advise the Chair or Clerk before the meeting starts.