

Mawsley Parish Council
Minutes of the Parish Council Meeting held on 20th July 2015

Present: Cllr Littler; Cllr Barnwell; Cllr Sanders; Cllr Cope; Cllr White; Cllr Richards; Cllr Wilson; Diana MacCarthy (Clerk)

Members of the public present: Ian Tinto (Head of Football Development FA), Nick Hughes (Sports Council), Pat Downing (Chair of Governors).

15.07.1 Apologies for Absence:

PCSO Jason Parish.

15.07.2 Declaration of Interests

None received

Following interviews, **it was resolved** to co-opt Katie Wilson as Councillor to Mawsley Parish Council.

Proposed Cllr Littler **Seconded** Cllr Cope All Councillors were in agreement

15.07.3 Allotted time for members of the public

Pat Downing (Chair of Governors, Mawsley School) spoke as regards the proposed school crossing. The main focus has been to improve road safety around the school. The Governors are satisfied that Taylor Wimpey (TW) and JPP consultants have done all that they can to address concerns. A letter received from TW pin points where we currently stand, there has been a road safety report and speed surveys (showing average speed under 20 mph), advice from Northamptonshire Highways, a road safety audit had been commissioned and undertaken, this found a requirement for new signage unfounded. A central island cannot be constructed as JPP had investigated and there would be no room for buses. Proposals put forward by TW went to Northamptonshire County Council, who (in light of the above) will not support signage or additional adaptations, such as child shaped bollards. The Governors are now satisfied that TW have done everything and more than we could possibly require them to do, but this will not stop the school in their endeavours. Stakeholders in the village will meet to prepare an action plan in September. Since the meeting, Chris Lesson (TW) has been in contact with regards to details of a liaison at Northamptonshire Council County, Julie Brown. Further as a goodwill gesture Chris Leeson has given £500 which will be used for future road safety initiatives.

Cllr Barnwell asked whether, if we could raise the money, would we be able to place safety items around the school? Pat Downing said yes, it is purely a cost/necessity issue and local agencies, have deemed it not necessary.

Cllr Cope raised concern that the road safety audit was not carried out at peak time, school pick up and drop off. Pat Downing is aware of this, and is looking in to whether this would have any impact on the outcome.

Cllr Littler surmised that a complete safety plan was being reviewed, which would look at both physical things on ground and teaching pupils about road safety. Although we perceive the roads as a danger, compared to other schools it is not and hence there is no further external funding available.

15.07.4 Minutes of the previous meeting

It was resolved to approve the Minutes of the meeting of 15th June 2015.

Proposed by Cllr Barnwell and Seconded by Cllr. Richards

15.07.5 Matters arising from the Minutes

Following an email from the Clerk, KW felt that we should allocate one person to deal with individual items such as open space adoption to ensure that there was no confusion. Following a meeting Cllr White had with KBC (Kettering Borough Council), it was ascertained that DWH had contracted a company to deal with all of their maintenance, (Developer Eyes based in Kettering). It was now hoped that the DWH open space would be adopted within a year. Cllr Barnwell felt we should summons Borough Councillors Hakewill and

Moreton to our next meeting so that we can explain what, as paid representatives, they should be doing. Cllr Barnwell felt we should discuss with KBC what their intention is in regards to maintenance once they take on their liability, for example how often grass will be cut. The Clerk is to contact Brenda Coleman/Duncan Law to enquire.

The Clerk provided the Council with a figure showing the monies available which had not been allocated to a budget heading. This currently stands at circa £58,000 which would be used for the sinking fund. This figure is to be shared between TCAM (£50,000 proposed) fund and £8,000 for general reserves. This does not include the £10,000 to be paid today for the fire doors.

It was resolved to allocate funds as stated above.

Proposed Cllr Littler seconded Cllr Barnwell. All Councillors agreed.

The Clerk confirmed that she had received many emails in favour of the fitness equipment. It was agreed by all that this was a viable project. We need to determine the equipment and then set up sources of funding and obtain approval from Kettering Borough Council (as it will be placed upon land in their ownership), along with confirmation that they will insure and inspect the equipment going forward.

With regards to new village signage, Cllr Barnwell asked that we make it clear that the precept will be used towards the upkeep of the sign, on a yearly basis.

Cllr Littler has started discussion with the cricket club (which has moved its base to Loddington) as regards equipment provided by the Parish Council through grants and funds, this includes one set of nets, artificial wicket, mower and shed, actual allocation is still to be formalised, but it is anticipated that once transferred it will be managed by the Sports Council.

Cllr Littler is to forward to the Clerk a Letter of agreement from KBC regarding their duty to maintain and insure the play area.

Cllr White confirmed that until Kettering Borough Council have joined the NN One initiative, we should place improvements to our web site and possible page on facebook on hold. All Councillors were happy to do this, and the working party is to meet once this has been completed.

15.07.6

Accounts and Budgets

The following invoices were approved for payment

Paid to	In respect of	Amount
Clerk	Salary	£348.52
Top Notch	Fire Door Upgrades	£10,001.40

The Clerk is to Transfer money from our reserves fund for the fire doors invoice.

It was Resolved that the payments are to be made in accordance with the Local Government Act 1982 and subsequent amendments

Proposed Cllr Cope

Seconded Cllr White

The Clerk had provided Councillors with an up to date budget sheet which is to be placed on the Council website.

Audit review – Cllr Littler had prepared a document in line with requirements from the auditor and this is to be discussed when the working party meets. The Clerk is to add the required figures.

The Asset list was dealt with under matters arising.

Allotments – The rent paid by the Allotment holders was reviewed and it was agreed the fee will remain the same for another year.

15.07.7 Mawsley Interface with Kettering Borough Council

This was covered under matters arising.

Ticks – Cllr Sanders had been speaking with Cllr Hakewill and Kettering Borough Council as regards the dangers of ticks as grass within Mawsley was becoming over grown. KBC, Environmental Health felt that ticks were the responsibility of dog owners/people using the grass area. Cllr Barnwell was dismayed at this response as it is known that ticks can cause Lyme disease, which is a serious debilitating health risk.

Cllr Barnwell again asked for Borough Councillors Moreton and Hakewill to attend the August meeting.

15.07.8 The Adoption Process

Key points were covered under matters arising, however Cllr Sanders felt that the Borough Council had been vague and unhelpful.

15.07.9 Community Fund

The Sports Council had put an application in for £6000 towards the replacement and upgrade of mowing equipment for the pitches. The Sports Council was set up to ensure pitches were to appropriate condition. The FA recommendation is to improve the grass and base by mowing the pitches more regularly, as opposed to improving drainage facilities. This can be done by improving the equipment used to look after the grass. The Sports Council would like to purchase a tractor unit and trailer to bring the mowing in-house. The total cost is £21,000. The Football foundation will fund a proportion of this, along hopefully with the MVA. Approximately 250 children will be using the pitches within 5 years (15 teams within next 3 years). Ian Tinto of the FA gave an overview as to why they had chosen the particular unit.

Cllr Littler thanked Nick Hughes for building up such an amazing sports facility within the village which was accessible to so many children. Maintenance and insurance costs are to be the responsibility of The Sports Council, the cost of which will be helped and generated from hiring equipment out.

Cllr Barnwell offered to help with his farm equipment. As regards storage, the shed is to be transferred to the Sports Council and the equipment will be stored there.

Cllr Barnwell was a little worried regarding them renting out the equipment, as he felt there was a risk it may not be properly looked after, but otherwise happy. The Clerk is to ensure that a term of the grant is that if the Sports Council folds, that the items will be returned to the Parish Council.

Proposed Cllr Littler

Seconded Cllr Barnwell

All Councillors in favour of the £6,000 grant, save for Cllr White.

15.07.10 The Centre at Mawsley

First phase fire doors have now been completed. Cllr Cope is to meet with Cllr Wilson to discuss this in further detail and report back. Authorisation had been granted for a £15,000 spend, of which £10,001.40 had been allocated. Cllr Littler is to prepare a document detailing responsibilities of each party as regards maintenance and paperwork, of items within the Centre.

Cllr Cope proposed a working party be formed to look in to extending the Centre building for usage and storage. Cllr Littler said it would require input from the MVA and TCAM. Cllr Littler is to raise this at the next TCAM board meeting, and report back.

It was resolved to extend the meeting.

Proposed Cllr Littler Seconded Cllr Richards

Cllr Littler confirmed that a meeting had been held with TCAM and MVA to discuss the landlords inspection of the building, maintenance and the audit report. The working party was to consider this and report back to full council.

15.07.11 Police matters

The police were not in attendance but for June 2015 there had been two theft /handling matters.

15.07.12 Villager Issues

Cllr Sanders felt that there was a bin issue at Barnwell Court. The same eight bins are being left at the one stop shop – Cllr Barnwell thought that there was a time limit as to how long a bin can be left on the pavement after the collection time. Cllr Littler said it was not a Parish Council issue.

15.07.13 Correspondence and clerks update

The Clerk is to speak to Pia Bellamy at KBC as to why we are not receiving all documentation. Further the Parish Council liaison officer is also to be contacted as regards this. The Clerk is to request a grant application form from the Council and to ask for an extension to apply.

The Clerk is to email the time of the Crime Commissioners visit to the Village to councillors. Cllrs Cope, White, Sanders and Richards are to attend.

A HR working party is to be formed comprising Cllr Cope and Cllr Barnwell. The Clerk is to prepare terms of reference, which will include the contract, job description and appraisal. The Working Party is to meet and report back to full Council.

The Clerk produced a form which is to be signed by all Councillors to ensure they acknowledge receipt of all documents to be discussed at each meeting.

15.07.14 Facebook/Council Website/Neighbourhood plan

See matters arising.

15.07.15 Planning matters

KET/2015/0530 – 4 Jibwood – application for replacement UPVc windows - Approved

KET/2015/0546 – 6 Long Breech – Conservatory - Approved

15.07.16 Items for the newsletter and website

Cllr Wilson is to email an article about herself as a Parish Councillor for the newsletter

How to apply for Community grants for local village organisations is to be written by Cllr Littler.

PDF of the accounts budget sheet is to go on to the website

Adoption process update is to be prepared by Cllr Sanders.

Cllr Barnwell confirmed that he will not be here for the August meeting, Cllrs Richards and White are not here for the September meeting.

The Neighbourhood plan and questionnaire are to be added to the August Agenda.

Best village competition update is to be added by Cllr Littler.

The meeting ended at 21.32

Signed:

Date:

12.10.5.1	RB	To investigate wording for declaration on walk way.	Still ongoing
12.12.13.1	RB	People March to be visited for advice on activities for young people within Mawsley	This is to be on an evening and Cllrs Cope and Richards are happy attend and report back.
14.4.7.1	PR	Open Space Plan	Cllr Richards to obtain AO copy
14.4.7.3	KW	Article 4 area and glazing issues	Cllr White to prepare a guide in liaison with

			Kettering Borough Council
14.4.7.4	BC	Licence to Occupy	Await completion by Kettering Borough Council
15.6.6.1	BL	To review the asset register. Cllr Littler had spoken with NCALC who confirmed that there is nothing to stop us from gifting items to TCAM, they do not need to remain in our ownership if we have purchased them.	
15.6.6.2	Clerk	Chase TCAM for Chiller receipt	
15.6.6.3	Clerk, BL and RB	To meet and discuss internal audit report. The report will then be reported back to full council.	
15.6.12.1	PR	Quotes to be obtained for outdoor fitness equipment. To be added to August Agenda.	
15.6.12.2	PR	Designs to be acquired for village entrance	
15.6.12.3	BL	To confirm return of items from Cricket Club	
15.7.5.1	Clerk	Request Cllrs Hakewill and Moreton attend our next meeting	
15.7.5.2	Clerk	Speak to Brendan Coleman as regards KBC Liability once adoption of open space is complete	
15.7.5.3	BL	To provide Clerk with letter from KBC regarding insurance and maintenance of the play area.	
15.7.6.1	Clerk	To add figures to audit documentation prepared by Cllr Littler.	
15.7.9.1	Clerk	To provide the Sports Council with a cheque for £6,000 and confirm that should the Sports Council fold that the equipment will belong to the Parish Council.	
15.7.10.1	VC, KW	To report back to full Council as regards the fire doors	
15.7.10.2	BL	To report back to full Council as regards a proposed new working party to look at Centre expansion.	
15.7.13.1	Clerk	To speak to Pia Bellamy as regards correspondence from the Council	
15.7.13.2	Clerk	To speak with Cllr Sanders as regards the grant application for a new bin	
15.7.13.3	Clerk	Email time of Crime Commissioners visit to Councillors	
15.7.13.4	Clerk,	To meet as part of the HR Working Party	

	VC, RB	and prepare Terms of Reference.	
15.7.16.1	KW	To write an article for the newsletter about herself and her aspirations as a Councillor	
15.7.6.2	BL	To write an article for the newsletter as regards applying for a Community grant, and the Best Village competition.	
15.7.6.3	TS	Article as regards the current situation with the adoption process	
15.7.6.4	KW	Neighbourhood planning and facebook are to be added to the August Agenda.	