

## **Mawsley Parish Council**

### **Minutes of the Parish Council Meeting held on 19<sup>th</sup> December 2016**

**Present:** Cllr T Sanders; Cllr K White; Cllr B Littler; Cllr P Richards and Cllr R Barnwell; Cllr J Hakewill; Juliet Lewis (Acting Clerk).

**Public present:** Approximately 50 members of the public attended the meeting, names were not taken.

**16.12.01** To receive **Apologies of Absence:** Cllr C Moreton and Cllr K Wilson sent apologies ahead of the meeting. Apologies were accepted.

**16.12.02** To receive **Members' Declarations of Pecuniary Interest:** Cllr R Barnwell and Cllr P Richards declared an interest in the future of allotment provision.

**16.12.03** To receive **Members' requests for Dispensations:** None

**16.12.04** To approve the **Minutes of the Meeting Monday 21<sup>st</sup> November 2016:** It was resolved to approve the Minutes of the meeting on the 21<sup>st</sup> November 2016. Proposed Cllr Sanders, seconded by Cllr White – all agreed.

**16.12.05** To discuss **Matters arising** from these minutes only: Acting clerk confirmed that she had sought advice regarding the previous clerk's ex-gratia payment request. It has been suggested that the best way to conclude the matter is to draw up a settlement agreement and make the payment as such under Section 111 Local Government Act 1972.

Cllr Barnwell proposed that the payment be made as suggested, Cllr Richards seconded the proposal and all agreed with the exception of Cllr Littler who abstained.

Acting clerk will follow up with the HR consultant recommended by Ncalc. The cost of drawing up this agreement is £100+ Vat. It was proposed that this expenditure be authorised and agreed by all. Cllr Littler requested that relinquishing the password to the old parish council email account be part of the settlement agreement.

**16.12.06** **Police / Neighbourhood warden update** Not present.

**16.12.07** **Allotment:** Proposal to re-evaluate the current situation: Cllr Littler confirmed that, in light of public opinion expressed both directly and on social media, the Parish Council have halted progress on the re-siting of the allotments and will be forming a working party / sub committee to review other options. Members of this group will initially be Parish Councillors but members of the public may also be included after the first meeting. Members of the group and date of the first meeting to be arranged in the new year. All councillors eligible to vote voted in favour of this course of action.

**16.12.08** **Public Time:** Mr S Tucker and Mr T Davis had requested to speak prior to the meeting and made the following points between them, assisted by other members of the public:

- The Parish Council need to be transparent – what decision criteria was used to select this site?
- Where is the risk/cost survey of this site?
- Not objecting to allotments but this site is inappropriate.
- This site would mean a real impact on our homes and our families.
- What is the level of demand?
- What is the statutory duty to provide allotments? Why is the voice of a small minority carrying more weight than the rest of the village?
- How much are the Parish Council investing in this?
- Where is the business case behind this?

- Allotments have a place in the village but you are ruining a view, the site is meters away from some properties! Have some compassion!
- What are the risks?
- What about flooding of the land?
- Cost vs Risk – is flooding insured against?
- Why put allotments on flooded land, you will end up with an abandoned site.
- How will we be made aware of the process going forward?
- How can we influence the decision?
- What if there is no appropriate site? This is not an appropriate site.
- If it does go ahead what right of appeal do we have?
- What restrictions would be imposed to stop the creation of a ‘shanty town’?
- Entrance to the village – bad first impression – all allotments look the same, an eyesore!
- We shouldn’t have them at all, they attract vermin and crime – theft / shed fires.
- Criminals will be attracted into the area.
- What about parking / access? Parking will be a nightmare.
- You have a duty of care to all villagers – 7 out of 3000 doesn’t make sense!
- We need a village meeting in the main hall.
- This is a show village, the entrance should be protected.
- Why can’t you spend this money on something for all the villagers?
- 50 people have signed a petition.
- The letter only went to a few houses.
- This will encourage fly tipping.
- This should be a community decision.
- You need an eco survey, what about bats and owls?
- We chose to buy houses because of the view not the allotments.
- Parish Council should protect the village – this goes against this.
- What has happened between March and now?
- Self-righteous bunch – hidden what has been going on deliberately! (Anon member of the public)

A current allotment holder responded briefly:

- Allotment holders were deliberately avoided by those gathering signatures for the petition.
- Nothing will go on that land until the decision has been made.
- Posts on Facebook over the last 2 days has been extremely hurtful to allotment holders.
- We are still villagers – the gossip / rumours / speculation should be avoided.

It was stated at this point that **the use of offensive / abusive language both verbally and on social media should be avoided** – we are still a community.

Cllr Littler sought to reply to some of the points raised above:

- We are considering all options.
- We may consider a buffer between the site and properties.
- We have a statutory duty to provide allotments if 7 or more parishioners request them, we have 16 – 20 currently requiring plots.
- Nothing will be ruled in or out as we will consider all options for the provision of allotments.
- Restrictions will be part of the discussion.
- Updates will be in the minutes as well as specific updates being put on Facebook / the village website.
- Ultimately this will be the Parish Councils decision but it will be transparent and consultative.
- Nothing has been hidden, all discussion have been minuted and the minutes available to all.

Cllr Barnwell addressed the Parish Council and the public present as follows:

- If the Parish Council request that I provide land for allotments I will do so, as long as due diligence has been carried out.
- Allotments were outside the village up until this point as his father had entered into an agreement for all land to be 'development land'.
- Church / burial land / allotments were not in the original plan.
- This agreement is no longer in force, no one else has expressed an interest.
- I was made aware of the situation by Cllr Richards.
- Only suitable land which would not be subject to spray drift.
- Land agents contacted Kettering Borough Council.
- Non of the adjoining farmers were interested.
- Wherever it goes there will be complaints!

**16.12.09 Borough / County councillor update:** Cllr Hakewell stated that had he had followed up on the issue of speeding on the C31 but had been advised that the splay gives adequate vision and greater than the criteria for a stop sign. It has been suggested that 40 mph roundels can be painted on the road to emphasise to drivers that that is the limit on the stretch of road. This will be carried out as soon as suitable weather conditions permit.

With regard to UPVC windows in article 4 houses, planning permission on a specific type of UPVC window to replace the current wooden ones has been given. The windows are more expensive than the conventional type but have been approved because of the likeness to the current windows. Whilst this is a significant step forward it should be noted that planning permission is still required and it does not guarantee any future applications will also be approved as each application is judged on its own merit.

**16.12.10 Planning:**  
**(a)** To discuss the following planning applications:  
 KET/2016/0807 5 Warren End Mawsley - Variation of condition 10 of KET2000//0183, conversion of garage to habitable room. **No objection.**  
 KET/2016/0793 5 Warren End Mawsley - Variation of conditions 6 and 7 of KET/1995/0016, conversion of part of garage to habitable room **No objection.**  
 KET/2016/0864 - 16 Warren End Mawsley - Extension to extend beyond the rear wall of the original property by 3.35m with a maximum height of 3.50m and eaves height of 2.25m **No objection.**  
 KET/2016/0862 - Rosemary House, 1 Main Street Mawsley - Replacement patio door with UPVC **No objection.**  
 KET/2016/0876 - 9 Pasture End Mawsley - KET/2014/0649 (Single storey side extension and first floor velux roof window) increase width of side extension **No objection.**

**(b)** Town & Parish Council Consultations - how Kettering Borough Council will be carrying out future consultation of planning applications – it was **resolved** that the Parish Council will trial the use of a projector to view planning applications in the January meeting.

**16.12.11 Finance:** To approve monthly Receipts & Payments:

**(a)** The following payments were presented for approval:

Cheque Number	Payee	Reason	Budget Heading	££
445	TCAM	Inv 1771 - Room hire	Room Hire	£25.50
446	TCAM	Inv 1071 - Room hire (part payment outstanding)	Room Hire	£18.25

447	K White	Laptop purchase for use by clerk	IT Equipment	£447.05
448	J Lewis	(Acting) Clerk Salary	Clerk's Salary	£360.00
449	TCAM	Inv 1968 – Room hire	Room Hire	£8.50
				£859.30

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

**(b)** Budget for next year: All councillors present participated in the discussion and agreed the budget for next year. Budget document is available online and by request. It was agreed that the precept for next year would remain at £60,000. Acting clerk to complete the precept request documentation.

- 16.12.12 Parish Clerk Vacancy:** (a) To agree revised job description: The job description circulated prior to the meeting was approved by all present.  
(b) To agree hours and salary scale of clerk position: The position of clerk / RFO will be offered on the basis of 10 hours a week, salary scale scp26.  
(c) To agree methods of advertising the clerk vacancy: The vacancy will be circulated to existing clerks via Ncalc and will be advertised on the noticeboard and Facebook page. The position will be advertised on the 9<sup>th</sup> January 2017 giving 28 days for application by means of CV and covering letter. Interviews will take place in February and will be conducted by all councillors who are able to attend.

- 16.12.13 Bus Shelter Project:** Cllr Sanders confirmed that the project is proceeding as planned with sites having being identifies as previously described although funding is still an issue. He confirmed that all land will be owned and /or leased by the Parish Council.

It was also confirmed that all Bus Shelters will be aesthetically pleasing and blend into the surroundings.

- 16.12.14 Minutes on Facebook Page:** To discuss and agree draft minutes to be posted on FB at the same time as noticeboard and website: It was **resolved** that once draft minutes were added to the website a link would be added to the Facebook page to enable direct access to them.

- 16.12.15 Adoption process and maintenance:**  
**(a)** follow up on the situation with DWH and KBC regarding landscaping maintenance POS transfer of responsibility. [action item 16.11.14. Peter Chaplin/Jim Hakewill] Cllr Hakewill to try again to move this situation forward however as it stands DWH will continue to maintain until they can be taken over.

Cllr Littler commented that although we are concerned we are powerless to influence the situation. Cllr Sanders suggested that we write to DWH and request that they confirm their intention to continue to maintain the open spaces within the village. Acting clerk to action.

Cllr Sanders commented that the situation regarding getting a response from KBC has not improved. Cllr Hakewill confirm that the Head of Planning has assured him that his team continue to ensure they provide a timely response to all contact. Cllr Hakewill to monitor, Cllr Sanders to advise of any further instances of no / late response.

**(b)** TW the and agreements relating to the Deed of Discharge for the storm water drainage system and in the absence of Chris Leeson and his annual report - a

referral to Richard Barnwell. Cllr Barnwell advised that they are no further forward, mainly due to a change of solicitor by Taylor Wimpey. Cllr Barnwell will advised further when there is anything to report.

- 16.12.16 Parish Laptop:** To confirm expenditure: Cllr White confirmed expenditure of £447 which has been paid to him by means of cheque at this meeting. The laptop has been passed to the acting clerk to set up.
- 16.12.17 IT Policy:** To confirm adoption of the IT & Data Security policy – to be added to the next agenda due to overrunning of public time.
- 16.12.18 Bridleway/footpath re-direction from Mawsley to Cransley:** Cllr Barnwell advised that there are no plans to redirect the above mentioned footpath at this time.
- 16.12.19 TCAM:**  
**(a) Landlord's inspection:** to be scanned in and circulated by the Acting clerk  
**(b) Smoke detectors above main corridor:** Acting clerk to contact the insurance company regarding their requirements re fire safety. It was suggested that we need someone to take over the role which Cllr Cope used to hold to ensure TCAM is compliant.
- It was proposed that the Parish Council should undertake a full annual inspection as any other landlord would. Cllr White to investigate if there is anyone local who could carry out the inspection and the possible cost implications.
- Acting clerk to forward an example of a recent risk assessment document relating to another Parish Council.
- 16.12.20 Outdoor Gym:** The project is complete. A letter confirming that the equipment, and use of, is insured by Kettering Borough Council to be sought. Cllr Richards to follow up.
- 16.12.21 Village Signage:** Letter of consent – Previous clerk advised that the required letter had been passed to Cllr Barnwell in Septembers meeting. Cllr Barnwell does not recall receiving the letter or signing / forwarding it to the appropriate person. Acting clerk to follow up for the next meeting.
- 16.12.22 Village Youth age group 14 to 17 years –** Moved to the next agenda.
- 16.12.23 MPC representative at MVA/TCAM meeting –** Cllr Richards advised that he no longer wishes to represent the Parish Council at these meetings. Cllr Littler advised he is happy to represent the Parish council going forward.
- 16.12.24 Correspondence received by the clerk not covered above –** Concern regarding parking of lorries / vans delivering to the Indian takeaway. It was commented that the previous clerk had sent a number of letters regarding the situation but it was requesting that the Acting clerk send a further request.

Meeting concluded at 22:18

**Next Meeting –** Monday 16<sup>th</sup> January 2017 at 7.00pm

**Please Note:** Parish Council Meetings may be recorded

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<b>Min Ref</b>	<b>Detail</b>	<b>Assigned</b>
16.12.05	Arrange to draw up a settlement agreement between Mawsley PC and Diana MaCarthy	Acting clerk
16.12.06	Arrange initial meeting of the Allotment sub-com / working party	Acting clerk
16.12.10	Arrange for use of projector for monthly meeting	Acting clerk
16.12.11	Complete and submit precept request	Acting clerk
16.12.12	Complete vacancy advertisement and display on noticeboard / website / Facebook & Ncalc	Acting clerk
16.12.14	Add link to draft minutes on to Facebook page when they have been added to the website	Acting clerk
16.12.15	Compose and send a letter to DWH regarding the maintenance of open spaces	Acting clerk
16.12.15	Forward any further examples of lack of response from KBC to Cllr Hakewill	Cllr Sanders
16.12.16	Set up the new laptop, transfer all files and email account	Acting clerk
16.12.19	Scan and circulate Landlords inspection report	Acting clerk
16.12.20	Obtain confirmation from KBC that the outdoor gym is insured by them	Cllr Richards
16.12.21	Obtain a copy of the consent letter for Cllr Barnwell	Acting clerk
16.12.24	Compose and send a letter to the Indian takeaway regarding parking vehicles on the grass verge	Acting clerk

**The following actions were assigned at this meeting. An update will be available at the next meeting:**