

## Mawsley Parish Council

### Minutes of the Parish Council Meeting held on 20<sup>th</sup> March 2017

**Present:** Cllr B Littler (Chair); Cllr T Sanders; Cllr P Richards, Cllr K Wilson and Cllr R Barnwell;

**Also present:** Borough Cllr J Hakewill; Juliet Lewis (Acting Clerk).

**Public present:** 11 members of the public attended the meeting, names were not taken.

Cllr Littler advised that Juliet Lewis had been appointed as Clerk and RFO to Mawsley Parish Council. All councillors agreed to the appointment. Start date 1<sup>st</sup> April 2017.

- 17.03.01** To receive **Apologies of Absence:** Councillor White had sent apologies ahead of the meeting, apologies were accepted by those councillors present.
- 17.03.02** To receive **Members' Declarations of Pecuniary Interest:** Cllr R Barnwell and Cllr P Richards declared an interest in the future of allotment provision.
- 17.03.03** To receive **Members' requests for Dispensations:** None
- 17.03.04** **To approve the Minutes of the Meeting Monday 20<sup>th</sup> February 2017** It was resolved to approve the Minutes of the meeting on the 20<sup>th</sup> February 2017. Proposed Cllr Richards, seconded by Cllr Barnwell – all agreed.
- 17.03.05** **To discuss Matters arising from these minutes only:** The following updates were given on outstanding actions:

| Min Ref  | Detail  | Assigned              | Update  |
|----------|---|-----------------------|---|
| 17.02.07 | Confirm start date with painting contractor                                     | Acting clerk          | Complete  |
| 17.02.12 | Provide costing for agreed heat detector option                                 | Cllr Littler / Wilson | Complete - decision made not to go ahead with purchase as described |
| 17.02.16 | Confirm details of the litter pick  | Cllr Richards         | Closed - Postponed until autumn                                     |
| 17.02.17 | Investigate other funding opportunities for bus shelters                        | Cllr Sanders          | Progressing, Cllr Sanders to attend funding fair                    |
| 17.02.17 | Confirm quotation for bus shelter project                                       | Cllr Sanders          | Progressing, new quote to be presented at the next meeting          |
| 17.02.23 | Confirm package offered, trial period and total cost of village youth transport | Cllr Sanders          | Complete - decision made to go ahead with trial                     |
| 17.02.28 | Obtain quotation and example village signs                                      | Acting clerk          | Complete - decision made not to go ahead with purchase.             |

All other actions were complete prior to the meeting.

- 17.03.06** **Police / Neighbourhood warden update:** No crime has been reported for February or March 2017, the last reported burglary was on the 30<sup>th</sup> November 2016.

Residents are encouraged to call 101 if they witness anti-social behaviour, although it is noted that this appears to be dealt with on a local level.

The van parked in the lay-by on the way into the village was reported by a member of the public at the meeting. It was advised that if the vehicle is taxed, MOT'd and insured there is very little that can be done regarding removing it.

Councillor Barnwell left the room at 19:12 and returned at 19:14

- 17.03.07** **Public Time (15 min)** There were 11 members of the public in attendance. No one wished to speak.

17.03.08

**Borough / County councillor update:** Councillor Hakewill gave the following update:

- The damaged fence at the entrance to the village has been confirmed as being the result of a road traffic accident in November last year. The owner of the fence is dealing directly with the insurer to obtain repair.
- Woodland pathway – no progress has been made so far, verbal agreement has been received of the intent to tidy up and lay ballast. Cllr Barnwell commented that this is not really something the Parish Council should deal with as KBC should have a maintenance schedule.
- Hard surfacing / improvement of paths in particular removal of the dip is on the agenda for the borough, it was included in the budget and Cllr Hakewill will keep pushing for this.
- Cllr Sanders asked why Mawsley was not included in the recent street lighting audit. Cllr Hakewill confirmed that it was because the roads had not yet been adopted and therefore it was not in their remit. Cllr Littler advised caution regarding Parish Council involvement as we do not want to prevent the eventual adoption and end up with responsibility for them.
- Cllr Hakewill confirmed that further stop signs cannot be erected in the village where some residents had complained that people are pulling out without stopping however in the case of the doctor's surgery they could put a stop sign up on their land. Highways commented that some of the stop signs already up in the village will have to be removed when these roads are adopted as they do not meet the criteria.

17.03.09

**Village Youth Leisure Transport Presentation by Rosemarie O' Reilly: Senior Transport Co-ordinator:** Ms O'Reilly provided the following update to the Parish Council:

Shire Community Services is asking Mawsley Parish Council for the sum of **£1484.00**

For the proposed amount Shire Community Services will provide a 16 seater minibus and a qualified driver for 14 weeks on either a Friday or Saturday evening between the hours of 6pm and 10pm to transport the youth of Mawsley into Kettering for all of their social activities.

#### **How it would work**

Each youth member will need to be a member of the MYBUS (Mawsley Youth Bus) scheme at a cost of £5.00 per person.

Travel will need to be booked, and can be booked up to a week in advance however no later than 1pm on the day before travel. Travel for all youth members under 16 will need to be booked by an adult.

All members between the ages of 13 and 17 will be picked up at Barnwell Court and dropped back off at Barnwell Court at a pre – arranged time.

Ages 17 and 18 can opt for a one way journey into Kettering at 9pm however will need to make their own way home.

Within the costings a trip to Drayton Manor has been priced for 16 members. This is for travel only and does not include entrance. This trip will be arranged for Thursday 20th April during the Easter school holiday.

#### **Membership**

As a member of MYBUS, Shire Community Services will ask for all contact details including next of kin. If for any reason a youth member is not at the arranged place at the correct time, next of kin will be notified. The bus will be unable to wait for anyone so it is the responsibility of the passenger to ensure they keep good timing.

Shire Community Services is only responsible for passengers during travel. No responsibility will be taken for individuals once they have enlightened the vehicle.

**What will happen after the 14 weeks.**

This is a pilot scheme and to our knowledge no other areas within Northamptonshire have tried it.

Travel numbers will be checked to see if the scheme could run charging a bus fare and covering all costs or whether it would need to be subsidised with other funding.

Sponsorship may be sought or the scheme could be opened to other surrounding villages to help with funding.

Shire Community Services has no excess funding to continue the scheme so therefore must be self – sufficient.

For the first 14 weeks the scheme will operate under a Section 19 permit. Under the laws of Section 19 Shire Community Services cannot make any profit and can only charge to cover the direct costs. If the scheme was to continue we would change it over to a Section 22 and therefore a bus fare will be charged to each passenger and must be paid at the time of travel.

Shire Community Services already provides transport to Mawsley on a Tuesday and Thursday taking people into Kettering during the day to do shopping, it also provides a monthly excursion service taking people out on trips to lunches, garden centres and shopping further afield. Anyone who lives in Mawsley and doesn't have a car comes under the umbrella of social isolation and one of the Ethos of Shire Community Services is to help reduce this.

**The following clarification was sought by the Parish Council:**

- After the initial 14 weeks can we have facts and figures – Ms O'Reilly agreed
- How much profit will be made? – it was confirmed that this is not a profit making venture but an attempt to break the stigma of community transport
- Will drivers be DBS checked? Yes
- Can older people use the transport – yes if there is space and they are members
- How will you 'sign people up'? – via text / word of mouth / social media
- How will the service continue? – after 14 weeks it will come under section 22 not section 19 and charges will be made, no further requests for funding are planned to be made to the Parish Council.
- How many people will this allow to travel? These figures are based on 32 travellers per night

Cllr littler proposed that we fund this project (£1484), this was seconded by Cllr Barnwell. All agreed.

Cllr Barnwell left the room at 19:45, returning at 19:47.

**17.03.10 Bus Shelter Project: To discuss the update document circulated by Councillor Sanders.** Cllr Sanders is trying to establish if any other parishes have received funding for bus shelters. Clerk to request information from other Parish Clerks. Cllr Sanders will attend the funding fair to look for other funding opportunities. An up to date quotation from the chosen supplier (Sept 2016) will be available at the next meeting.

**17.03.11 Allotments** – nothing to report at this meeting.

**17.02.12 Planning:** No new planning applications were received prior to the production of the agenda.

**17.02.13 Finance: (a) To approve monthly Receipts & Payments:**

| Cheque Number | Payee                              | Reason                     | Budget Heading    | ££         |
|---------------|------------------------------------|----------------------------|-------------------|------------|
| 461           | Topnotch                           | LED Lighting - INV No24697 |                   | £12,706.80 |
| 462           | J Lewis                            | (Acting) Clerk Salary      | Clerk's Salary    | £720.00    |
| 463           | TCAM                               | INV-2162                   | Room Hire         | £38.25     |
| 464           | TCAM                               | INV-2219                   | Room Hire         | £12.75     |
| 465           | TCAM                               | INV-2146                   | Room Hire         | £12.75     |
| 466           | TCAM                               | INV-2202                   | Room Hire         | £21.25     |
| 467           | Personnel Advice and Solutions Ltd | Legal Advice               | Professional fees | £120.00    |
|               |                                    |                            |                   | £13,631.80 |

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

Cllr Littler confirmed that the green loan for the LED lighting project will begin to repaid in October this year at a cost of £1800 PA, note that TCAM will pay the Parish Council £1800 PA which is the predicted saving of the switch to LED

**17.03.14 TCAM: (a) Replacement of heat detectors in bar area by smoke detectors:** It has been confirmed that additional detectors are not required to be 'life safe' however we may need to upgrade the current ones. Cllr Barnwell requested that the paper trail is added to the box.

**(b) Quarterly meeting:** TBA

**17.03.15 Outdoor Gym: Confirmation of insurance, inspection and maintenance by KBC.** Letter passed to clerk to be added to the box.

**17.03.16 Village signage permission:** It has been established that there is no record of the previous request and that the Keir contact has not been available since June 2016. Cllr Barnwell will compose and forward a letter of permission to the clerk. Cllr Richards will Confirm the dimensions of the sign and provide a map of the location and forward to clerk. Clerk will then forward all required information to Keir for action.

**17.03.17 Village Litter pick:** The litter pick has been postponed until autumn as it could not be scheduled around the school holidays.

**17.03.18 Older Youth Teen shelter and Adventure trail:** Dave Lane has confirmed that he believes a teen shelter would be appropriate however warned that the appropriate site is essential. Cllr Richards to contact suppliers for quotes.

**17.03.19 Funding Fair at E Northants 27th April –** Cllrs Richards and Sanders will attend the funding fair on behalf of Mawsley village.

**17.03.20 Temporary Village road layout sign replacement:** options were discussed regarding signage but it was decided not to progress at the time. The temporary signs will be removed by Cllr Richards.

**17.03.21 Bus Shelter Project: To discuss the update document circulated by Councillor Sanders:** see above.

- 17.03.22 Adoption of DWH landscaping and POS maintenance negotiations status with KBC.** Cllr Sanders stated that as adoption is not going ahead we need some assurance from DWH.
- 17.03.23 Maintenance Issues: TW and DWH as per 'Working Spreadsheet:** Walkabout has been arranged for the 28<sup>th</sup> in an attempt to identify issues with street lighting, road markings and signage. Residents are required to report any such issues to the Clerk who will deal with them appropriately. KBC / DWH cannot agree terms and there is very little we can do to influence that. Cllr Barnwell re-iterated that this is not an issue that should be pursued by the Parish Council. Cllr Barnwell commented that KBC and NCC both benefit from the roads not being adopted. It is not necessary to have this item on the agenda every month as it should be left to Cllr Hakewill to pursue.
- 17.03.24 Woodland Maintenance: action by KBC and completion within their Winter work schedule:** See 17:03:08
- 17.03.25 Meetings: C Clayson regarding the pub site & architects regarding Kings Vale development?** Clerk to arrange meetings with the Kings Vale developers but it was decided that there would be no value in meeting Mr Clayson at this point.
- 17.03.26 DWH assuery for ongoing maintenance responsibilities to MPC:** Cllr Barnwell suggested that it is not the remit of the Parish Council to pursue this. This is a matter between KBC and DWH.
- 17.03.27 Councillor vacancy:** Awaiting dates from KBC, encourage residents to put their name forward if they are interested.
- 17.03.28 TW 'walkabout':** Walkabout has been arranged for the 28<sup>th</sup> March @ 10am.
- 17.03.29 Date of April meeting:** It was agreed that the April meeting will be held on Tuesday 18<sup>th</sup> April 2017 7pm.
- 17.03.30 Correspondence received by the clerk not covered above: None.** Cllr Barnwell stated that decisions should be left to meetings and discussions should not take place via email between meetings. For clarity the clerk confirmed that no decisions were taken prior to meetings and that the reference may have been connected to issues concerning room suitability and the plan re overcrowding in meetings / the need for an extra ordinary meeting.

Meeting closed at 20:55

Next meeting: Tuesday 18<sup>th</sup> April 7pm.