

**Mawsley Parish Council**  
**Minutes of the Parish Council Meeting held on 19<sup>th</sup> October 2015**

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

**Members of the public present:** Reg Baker, Judy Baker, Trish Cottington, Les Cottington, Brenda Quinn, Dennis Mugglestone.

**15.10.1 Apologies for Absence:**

None received.

**15.10.2 Declaration of Interests**

None received

**15.10.3 Allotted time for members of the public**

Judy Baker spoke on behalf of the allotment association. There are 37 allotments and on average 5 will be unoccupied. There is concern as regards maintenance of the unused plots. They would therefore like to purchase a rotivator so that people can take on the allotments in a position to use. The Manor 35 is £499.00, as researched by Reg Baker and Les Cottington and a trailer for this is £224.00. They have researched the lowest costing for these items. They purchased a strimmer in January and this has used up most of their current funds. Cllr White asked whether it was petrol and where would it be stored. It is petrol and could be stored together in an allotment member's garage. Training will be given as to its use. Cllr Barnwell said there needs to be some form of a deposit scheme to ensure it is used carefully and returned in full working order. The estimated life of the machine is 5 years, Cllr Cope suggested levying a small charge to build up a fund to be able to update and replace it in a few years time. Cllr Sanders declared an interest and left the room when the voting took place

The total cost required is £723 and therefore we can only fund 75% of this. Cllr White was in favour and this was backed by Cllr Barnwell. Cllr Wilson felt it may be beneficial for them to continue to hire. It was confirmed it was £95.00 to hire this for the weekend. Cllr Littler asked who was in favour, all agreed to support the application to the sum of £542.00 which is 75% of the amount requested. It was suggested that they approach Kettering Borough Council for the Community Fund Grant.

Brenda Quinn spoke as regards her application for the short mat bowls. They would like a three mat motorised storage system. There are 28 members, which requires 3 mats if all attend. Two mats have been replaced and the third will be donated to the play group if they are successful. Storage is at a premium and this will make setting up and putting away a lot easier. They play against other local clubs which brings people and revenue in to the centre. £1500 is already available to fulfil the 25% contribution, as they need £5250.00. They play weekly and on average 24 people may turn up. Cllr White and Cllr Barnwell asked several questions as regards its ease of use. Cllr Wilson asked about storage and it was confirmed that it will still be able to fit in to the cupboard. It will be insured (first year by the manufacturer) and ongoing insurance and maintenance will be coming from subscription/annual membership fee. It was felt by Cllrs Barnwell and White that it was a lot of money for the benefit of a few people. It works out at roughly £187.50 per person. This was agreed by Cllr Wilson and Cllr Littler. Cllr Littler suggested they should be encouraged to look elsewhere for additional funding. Cllr Littler proposed agreeing with Cllr White by match funding their current £1500 savings. Cllr Barnwell suggested £2000 with the proviso that it reverts to the parish council should they fold. Cllr White and Littler both suggested £1500 and Cllr Wilson and Cllr Barnwell stuck with £2000, the Chairman held the casting vote and so £1500 was agreed, which is to be ring fenced for two years.

**15.10.4 Minutes of the previous meeting**

**It was resolved** to approve the Minutes of the meeting of 21<sup>st</sup> September 2015.

Proposed by Cllr Barnwell and Seconded by Cllr Cope

Cllr Sanders asked that Adoption of roads be placed continuously upon the Agenda going forward. Although it was explained that an item should only be added to the Agenda if something is to be resolved and not just

as an update (as this is dealt with under matters arising), the Chair asked for this to be put on the Agenda even if not specifically requested.

It was confirmed that any amendments to the Minutes would be carried to the next meeting wherein it can be approved and noted.

#### 15.09.5 **Accounts and Budgets**

The following invoices were approved for payment

<b>Paid to</b>	<b>In respect of</b>	<b>Amount</b>
Clerk	Salary	£348.72
TCAM	Room hire	£22.50
Zurich	Insurance	£365.61

**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 Wilson**

**Grant application** – This was dealt with at 15.10.3

**Budget setting** – the timetable for budget setting was discussed and approved.

#### 15.10.6 **Matters Arising from the Minutes**

These are dealt with at the end of the Minutes

#### 15.10.7 **Mawsley Interface to Kettering Borough Council**

Cllr Sanders asked for an update from Cllr Hakewill as regards the pub site. Cllr White has a design for the footpath extension, removal of the wall, tarmac to the path and extension to the path. Quotes have been received and the decision now is who will pay the cost of £12,986.72. Thanks was given to Cllr White for his hard work in this matter. This is to be added to the November Agenda for further discussion..

#### 15.10.8 **The Centre at Mawsley**

A joint meeting was held between TCAM, MVA and MPC. A copy of the Landlords inspection is to be sent to Hugh Mulligan. The full Minutes are set out below. The audit response document and the supporting documentation has been sent to NCALC for approval. Once approved this is to go on the website. Cllr Cope was disappointed at the number of representatives from TCAM that attended the meeting, but Cllr Littler said it may be because they are short of directors. For future meetings the Agenda will be drafted at the previous full Council meeting. Cllr Littler is to get quotes for additional cameras for within the Centre and this is to be added to the next Agenda.

#### 15.10.9 **Police Matters.**

One violence offence reported in September 2015. Cllr Barnwell said that travellers had arrived in Broughton and there had been an increase in the number of break ins. Concern was raised as regards the playing field and it was felt that it should be locked at night. The Clerk is to write to Hugh as Centre Manager, and ask that the gates be locked.

#### 15.10.10 **Village Issues**

Bench at top of village – A member of the public had requested that this needs to be repaired and maintained. As this lies on Borough Council land the Clerk is to contact the Council as regards this.

Yellow signs – A request was made for the yellow signs to be replaced. Cllr Littler confirmed that there was no current plans for replacing these.

Defibrillator – TCAM is to purchase one for the village and funds have been sought. The Clerk is to speak to the Centre Manager as regards placing this outside the Community centre.

Noticeboards – The Clerk confirmed these had been broken since April. Cllr Cope had attempted to fix these but they would now need a professional to come in and replace the locks. The Clerk is to contact the installation company to fix the noticeboards

Speed campaign – Several of the school governors would like to be trained in using the speed gun and other members of the public may also assist. Cllr Barnwell said a village swap is a good idea, so that people are not targeting their neighbours.

Parking notices – Cllr Cope wanted to investigate the possibility of attaching parking notices to private cars in the village. Cllr Cope is to progress this

**15.10.11 Council Issues**

Joint meeting discussed above

**15.10.12 Correspondence and clerks update**

The Clerk had received an invitation to the Civic Ball from the Mayor.

**15.10.13 Planning Matter**

None received save for Orton Wind farm, which was at appeal stage.

**15.10.14 Items for the newsletter**

The Clerk is to obtain information from the police for an article about the speed watch scheme.

The Audit response document and budget timetable are both to go on website

Adoption Process and DWH update is to be submitted by Cllr Sanders.

On Tuesday 13 October, Trevor Rockley DWH, Anthony Simpson (Engineering manager) and Stacey Pool (development eyes) met with Cllr Sanders. The response from David Wilson Homes was that they were committed to progressing the open space adoption and were talking with the Borough Council. Further they had engaged development eyes to progress matters. Duncan Law, from Kettering Borough Council was responsible for whole operation on their behalf. Further there were issues with residents encroaching open space land which will also need to be dealt with. Cllr Sanders had met with them in his capacity as a member of the public but he asked at Council whether he can now act as a Councillor going forward. Cllr Littler said Cllr Sanders should receive all information from DWH and bring this to future meetings, wherein we will agree the response and this can then be responded to on behalf of the Parish Council

Further he had been approached by the media, an email is to be sent requesting information and it was agreed that this is to be approved by full council before any response is returned.

The Clerk is to send any training course information to Cllr Wilson for future training requirements.

**The meeting ended at 9.05pm**

**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	A meeting date is being arranged.
14.4.7.1	Clerk	Open Space Plan	Plan approved by Cllr Littler, Clerk to forward this to Cllr Richards.
14.4.7.3	KW	Article 4 area and glazing issues	A document has been sent to Peter Chaplin and we are currently awaiting feedback.
14.4.7.4	Clerk	Licence to Occupy	Claire Taylor is dealing on behalf of Kettering Borough Council and the Clerk is to discuss the completion with her.
15.6.6.1	BL	To review the asset register.	Asset register for TCAM, MVA and MPC has been prepared and will be discussed at the next Landlords inspection.
15.6.12.1	PR	Quotes to be obtained for outdoor fitness equipment. To be added to August Agenda.	Three people are coming to discuss this with Cllr Richards over the next week.
15.6.12.2	PR	Designs to be acquired for village entrance	David Wilson has offered to help and Cllr Richards will bring ideas to the next meeting.
15.6.12.3	BL	To confirm return of items from Cricket Club	Informally, we would take over the shed but needs confirmation from the Cricket Club.
15.7.10.2	BL	To report back to full Council as regards a proposed new working party to look at Centre expansion.	This is ongoing and a meeting is to be held between the three groups. This is to be added to the November Agenda and ongoing.
15.8.6.1	Clerk	To obtain information as regards the Clerks' pension	Clerk to obtain information from NCC.
15.8.6.2	Clerk	To transfer £10,000 from general reserves to centre maintenance for fire doors	Accountancy software to be amended to reflect the transfer
15.9.7.1	Clerk	To circulate grant information	KBC Grant fund
15.9.10.1	PR	To contact Natural England as regards Ash Die	Forestry commission said we need to alert them if there is ash die back, Kettering Borough Council are coming out to look at this and report back.
15.9.10.2	Clerk	To arrange meeting for neighbourhood plan with Councillors	21 <sup>st</sup> October 2015 at 8pm.
15.9.10.3	Clerk	To speak to KBC re dog fouling and ask for the dog wardens to attend.	To attend November/December meeting
15.9.10.4	Clerk	To contact Mrs Baker as regards an update on school liaison.	Cllr Baker to speak with school as regards current issues and report back.

## **Minutes from a Quarterly Meeting: Mawsley Parish Council/Mawsley Villagers Association/The Centre at Mawsley**

Present: Richard Barnwell (MPC); Rob Bailey (MVA/TCAM); Martin Bentley (MVA/TCAM); Vic Cope (MPC); Hugh Mulligan (TCAM Management); Paul Richards (MPC); Tom Sanders (MPC); Steve Thorpe (MVA); Simon Wisdom (MVA/TCAM).

Apologies: Bob Littler

**1 Asset Registers:** It was noted that there had been little time to study the 3 Asset Registers circulated, (MPC/MVA/TCAM), due to their late availability. It was agreed that fixed assets, (e.g. the boiler), should be on the MPC Register. HM to circulate current MVA/TCAM registers. MPC to also update theirs. RBarn requested they be dated and signed, prior to being agreed and signed off at respective meetings.

**2 Budget Timetable:** RBarn reminded the meeting that the timetable for the Budget Setting process should be set as soon as possible – beginning with the TCAM Budget Plan for the next financial year.

**3 Audit Response:** RBail outlined the contents of a document previously prepared by Bob Littler, which describes in detail the business protocols, communication channels and financial arrangements between MPC and TCAM. This has been discussed and agreed by MVA/TCAM. Some members of MPC had not been privy to the document. RBarn will raise at next MPC meeting in advance of final approval.

**4 Maintenance Schedule:** HM explained that maintenance issues are all now documented and logged. The next inspection is due in November and it was agreed that representatives of both MPC and TCAM should be involved.

**5 Ongoing Maintenance:** HM's Maintenance Log distinguishes between regular maintenance requirements and those which are pressing and less urgent. Some of these are routinely outsourced while others are covered informally by volunteers. The hard work previously led by VC was acknowledged but TS advocated contingencies should he not be available. It was agreed that HM/VC should identify maintenance issues on a monthly basis. Two maintenance issues were specifically raised: a) **Unsafe concrete posts around grasscrete** – RBail reported that KBC had passed the matter over to their Grounds Maintenance department and is still awaiting a response, despite the fact that there are health and safety issues. RBarn suggested involving Cliff Moreton and Jim Hakewell. b) **Damaged doors at TCAM** – RBarn expressed concern about damaged doors at TCAM and the possible effects on the village precept that such damage can have. HM explained that it isn't always easy to identify abusers with so many user groups and visitors. ST suggested most damage occurred at weekends when there are more casual visitors. RBarn suggested user groups and room hirers should pay an initial deposit – returnable at the end of hire if no damage. VC suggested more CCTV coverage of the building. RBarn will take this to next MPC meeting.

**6 Landlords' Inspection:** November date to be agreed. Members of TCAM to be involved.

**7 Centre Expansion:** RBail explained this has been discussed at two levels: a) small scale expansion to facilitate extra storage space; b) large scale expansion based on a major funding initiative (e.g. BIFFA). On (a) VC suggested the roof space was underused and SW identified the cellar as a pinch point. RBarn suggested a subgroup of representatives from all bodies should discuss options. SW suggested an MPC lead as they own the building.

**8 Any Other Business:** HM now has the TCAM defibrillator and there was some discussion as to the degree of expertise needed to operate it. PR advocated 24/7 availability but HM will deploy according to collective wishes of village representatives. To be further discussed at next TCAM meeting.

Date for next quarterly meeting, (January 2016) to be agreed following MPC consultation.