

Mawsley Parish Council

Minutes of the Parish Council Meeting held on 13th June 2005

Present: Cllr C. Winter (Deputy Chair); Cllr R. Holland; Cllr R. Barnwell; R. Meredith (Clerk); G. Correa (KBC); P. Firth (PCSO).

06.05.1 Apologies for Absence

Cllr R. Littler, holiday; Cllr C. Moreton, holiday; Cllr F. Quinn, North Northants Joint Planning Unit Consultation Seminar.

06.05.2 Allotted time for members of the public.

No requests received.

06.05.3 Declaration of Interests

Cllr Winter declared his position as an Honorary Officer of the Mawsley Villagers Association (MVA).

06.05.4 Minutes of Meeting

A required change to the Annual Parish Meeting held on the 9th May 2005 was noted and the minutes were withdrawn to be presented for approval at a later Parish Council meeting.

The minutes of the Annual General Meeting of the Parish Council held on the 9th May 2005 were accepted as a true record and were signed as such.

06.05.6 Police Matters (brought forward by agreement)

Peter Firth (PCSO) presented the crime statistics for the Parish which, again, showed a reduction in criminal activities from the corresponding period in 2004/2005. He advised that the PCSO's were visiting the Parish on a regular basis, especially ensuring residents were aware of their presence at school closing time. Peter Firth advised of a recent distraction burglary and asked that the information be passed to the local Neighbourhood Watch co-ordinator. Clerk was asked to provide contact details for Neighbourhood Watch Co-ordinator to Peter Firth and to pass a Beat Stakeholder form to the Co-ordinator for completion. **Action 06.05.6.1** The Clerk was also asked to provide contact details for the Parish Council to Sgt Mike Grady at Northants Police. **Action 06.05.6.2**

The Clerk queries the legality of "micro bikes" on roads in the village. Peter Firth outlined the requirements for use and offered to provide a summary of the legal requirements for use for inclusion in the next newsletter. **Action 06.05.6.3**

06.05.5 Matters Arising from the Minutes

Action	Actionee	Subject	Status
04.04.6.1	Chair	To arrange visit for Cllrs. to the Police Operations Centre	A visit to be arranged towards the end of June. Ongoing
05.04.11.2	Cllr. Barnwell/ G. Correa	To discuss with Stock Land & Estates their current view and position with regard to the Mawsley Management Company and the Community Fund.	Meeting has yet to be held. It was proposed that the Borough Council should now write to Stock, Land & Estates and their solicitors to progress the matter. Ongoing.

02.05.4.1	KBC/George Wimpey	To resolve the issue of recompense for the additional 0.2 acres of land that, in principle, had been agreed to be allocated from the Playing Field to the Pub Site	To remain on hold pending further discussion with the Borough Council. It was felt appropriate to ensure that in those discussions covenants should be required protecting the transferred land in the event of any future sale of the land. Ongoing
02.05.4.3	George Wimpey/ Clerk	To establish a date for application of final finish road surface to Chambers Hill	Point of contact established, matter to be progressed. Ongoing.
02.05.4.4	George Wimpey	To investigate the possibility of supplying mapping information to the Emergency Services	Maps held by the Emergency Services are fairly comprehensive, updates will be provided as and when available. Ongoing.
03.05.5.2	Gill Correa	To establish status of capital bids submitted on behalf of Mawsley to KBC and to provide copies of said submissions.	Copies of the submitted bids were provided for information. Status as follows: Allotments, rejected. Over 7's Play Area and Water Feature potentially included in next years budget. Clerk to contact Paul Sutton to confirm funds available for 2006/2007. Ongoing
03.05.9.2	Clerk	To discuss possible location of replacement notice board with Messer's George Wimpey and obtain any required approvals.	Awaiting delivery of second board prior to installation. Ongoing.
03.05.12.1	Cllr. Barnwell	To hold meeting with Stock, Land and Estates to establish what land may be available for lease as allotments.	No possibility of using land subject to options in the foreseeable future. Action Closed.
03.05.13.3	Clerk	To discuss with Messer's George Wimpey the availability of detailed site and Parish plans showing power distribution, drainage, boundaries etc. for future reference	Clerk to progress now point of contact established. Ongoing
03.05.14.1	Clerk	To progress issue of gritting of the C31 with NCC Cllr J Harker	To be discussed during proposed site visit by Cllr Harker and the Highways Dept. Ongoing
03.05.14.2	Clerk	To discuss with Messer's George Wimpey the temporary provision of gritting bins within the village pending adoption of the roads	Clerk to progress now point of contact established. Ongoing
04.05.9.1	Clerk	To review SLCC/NALC guidance on Contracts of Employment for Clerks.	Noted that the Parish Council needs to be aware of potential additional costs that might arise if the contract is adopted. Ongoing.

04.05.12.2	Cllrs Holland, Moreton & Quinn	To prepare an Invitation to Tender for the operation and management of the Community Centre.	Draft ITT presented to the meeting, a separate meeting to be arranged. Action Closed.
04.05.12.3	Clerk	To review legislation relating to outsourcing of operation and management of the Community Centre.	To be the subject of discussion at meeting to be arranged (Action 04.05.12.2) and subsequently with legal representation as appropriate. Action Closed.
04.05.13.1	Clerk	To progress with Councillor Jim Harker the issue of visibility at the junction of the C31 and the Old Road.	To be discussed during proposed site visit by Cllr Harker and the Highways Dept. Ongoing
05.05.5.1	Chairman	To address, with Borough Councillors, concerns of the Parish Council with regard to activities being undertaken that should be dealt with by the Borough Council	Discussion held with Borough Councillor James Hakewill. Action Closed.
05.05.9.1	G. Correa	To establish whether blanket insurance cover is available through the Borough Council for the Community Centre	Advised that there is no blanket cover available, details of insurance used in other facilities provided. Action Closed.
05.05.9.2	Chairman	To arrange a meeting with Borough Councillors to discuss issues of transfer and ownership of the Community Centre and ownership and maintenance of the playing fields	Discussion held with Borough Councillor James Hakewill. Action Closed.
05.05.10.1	Clerk	To notify Borough Council of the approved process for authorising payments from the Community Fund for work on the Community Centre.	Process notified. Action Closed.
05.05.11.1	Clerk	To notify North Northamptonshire JPU of attendance at the briefing session on the forthcoming consultation process.	Attendance notified. Action Closed.
05.05.11.2	Clerk	To contact Pat Ellis with regard to the re-establishment of the Village Contact Scheme through Age Concern	Ongoing
05.05.12.1	Clerk	To advise Borough Council of response to Planning Application KET/2005/0348	Response provided. Action Closed.
05.05.12.2	Clerk	To advise Borough Council of response to Planning Application KET/2005/0375	Response provided. Action Closed.
05.05.12.3	Clerk	To advise Borough Council of response to Planning Application KET/2005/0387	Response provided. Action Closed.
05.05.12.4	Clerk	To progress the Borough Council with regard to further information on Article 4 areas.	Issue progressed, no response received to date. Ongoing.

05.05.14.1	Clerk	To draft a process for the urgent approval of expenditure requirements from the Community Fund.	Ongoing.
05.05.14.2	Cllr Barnwell	To provide information with regard to storage provision within the Community Centre	Ongoing

06.05.7 Mawsley interface to Kettering Borough Council.

The meeting was advised that the Borough Council would shortly be requesting the views of the Parish on street names for the next phases of development. The status of the remedial activities to landscaping in the village was discussed and it was established that Peter Harris (KBC) was still progressing a general review. Turftrax had been contacted to determine their involvement in development of the playing field area.

G. Correa advised that she would be leaving the employ of the Borough Council by the end of June and that the Economic Development Officer responsible for Mawsley on her departure would be Colette Lilley (01536 534358). Cllr Barnwell expressed his concern about a lack of continuity, G. Correa advised that a full handover would be conducted but she could not confirm the length of tenure of the new appointee.

06.05.8 Accounts and Budgets

The meeting was advised that the Internal Audit for the Parish Council had been conducted successfully on the 11th June and the Annual Return for the year 2004/2005 was presented to the meeting accounts. It was proposed by Cllr Barnwell, seconded by Cllr. Holland, that the Annual Return be approved by the Parish Council. The proposal was **approved** unanimously by the meeting and the Annual Return was signed by the Chairman of the meeting accordingly.

The Clerk presented the Statement of Assurance, contained within the Annual Return, to the meeting and explained its content. Cllr. Barnwell proposed that the Statement of Assurance be approved by the Parish Council. The proposal was seconded by Cllr. Holland and was **approved** unanimously by the meeting. The Statement of Assurance was signed by the Chairman of the meeting accordingly. The Clerk advised that the period for public review of the accounts for 2004/2005 starts with effect from 27th June and continues until 22nd July 2005

The accounts for May 2005 were presented and the Clerk advised that the format for accounts would be changed with effect from July 2005 following consultation with the NALC Internal Auditor. A request to take out membership of the NALC Audit Service for the period 2005/2006 was **approved** by the meeting. The Clerk was actioned to complete the necessary application for membership and to submit at the earliest opportunity. **Action 06.05.8.1**

06.05.9 Correspondence and Clerk's Update

The meeting was advised of correspondence received to date and a list of such was circulated.

An invitation to attend the Civic Service and Parade of the Borough Council on 19th June 2005 was discussed, it was **agreed** that the Parish Council would not be represented.

The Clerk requested that the Parish Council consider starting meetings at 7.00pm. After a brief discussion it was **agreed** that until further notice, future meetings would commence at 7.30pm.

06.05.10

Planning Matters

Application No. KET/2005/0501 – Two storey rear extension at 2 Main Street, Mawsley. After discussion MPC to respond “No Objection”. **Action 06.05.10.1**

06.05.11

Allotments

Cllr Barnwell to continue exploring possible options of land availability. **Action 06.05.11.1**

06.05.12

Community Centre

A draft Invitation to Tender was presented to the meeting and a general discussion ensued. It was **agreed** that a separate meeting is required with representatives of the MVA to establish an agreed way forward with regard to management of the Community Centre and then to seek legal advice with regard to the proposed way forward. All Cllrs were asked to familiarise themselves with the draft tender document and a copy of a lease agreement used in Over by the Parish Council **Action 06.5.12.1**. Clerk to arrange a separate meeting and to seek appropriate legal support **Action 06.05.12.2**. It was further **agreed** that the Parish Council should not be dictating the form of management of the Community Centre but should ensure that it remained at “arms length” from day to day liabilities and responsibilities.

Requests for funding from the Mawsley Community Fund for additional works at the Community Centre were considered. The meeting **approved** the following expenditure:

150mm duct at floor height - £55

20 amp single phased motorised supply with fused isolator - £248

Design and installation of screened sound cabling - £3,300 (max)

The Clerk was requested to advise the Borough Council of this approved expenditure in accordance with agreed processes. **Action 06.05.12.3**

Cllr Winter advised the meeting of issues that currently existed with preparation of the bar area in the Community Centre and that additional expenditure requests were likely to be presented in the near future. It was **agreed** that, given the urgency of ensuring a fast turnaround of any requests for funding, Emergency Meetings would be called as and when necessary.

06.05.13

Community Fund

The Clerk updated the meeting on recent exchanges of correspondence with regard to management of the fund and that the subject would be discussed at a Borough Council Executive Meeting on 15th June. It was **agreed** that the Parish Council should take the opportunity to attend and speak at the meeting in favour of immediate transfer of the fund and not to be linked with transfer of the Community Centre.

It was further **agreed** that the Parish Council should finalise its management process for the fund once transferred and then to seek appropriate legal advice to ensure due process is followed and documented. Clerk to seek suitable firms, and obtain quotations for, required legal support. **Action 06.05.13.1**

06.05.14

Planning Inquiry

It was noted that the paper presented by Cllr Littler had been discussed with Borough Cllr. Hakewill. It was **agreed** that the Parish Council would take no further action until the outcome of the Inquiry is known.

06.05.15 Any Other Business

Cllr Barnwell advised of a recent incident in Great Cransley where a house had been entered through an open window and burgled whilst the owners were in residence. Worryingly an axe had been found close to the scene of the crime. Cllr Holland to notify Neighbourhood Watch in Mawsley. **Action 06.05.15.1**

G. Correa thanked the Parish Council for involving her in its activities and stated that it had been a privilege to work with the Parish Council. The Chairman of the Meeting thanked her for the work undertaken on behalf of the Parish.

04.05.16 Date Of Next Meeting

Monday, July 4th, 2005 commencing at 7.30pm.

There being no further business to discuss the meeting closed at 10.07 pm.

Signed:

Date: