



MINUTES - NASSINGTON PARISH COUNCIL MEETING

Wednesday 9th November 2011 in the Village Hall, Nassington at 7.30 pm

PRESENT: Alan Burns (chairman), Yvonne Banke, Terry Boulton, Tony Cully, Barbara Curtis, Mike Ford and David Norman Plus the clerk and two members of the public

**COMMENTS
/ ACTIONS**

11/460. QUESTIONS OR ADDRESS FROM MEMBERS OF THE PUBLIC Mr Watkins, who had brought some points up at the previous parish council meeting regarding car parking near the junction of Church Street and Northfields Lane and on the lane near the allotments, raised some further matters. He had not received the letter referred to in the last meeting, for which the clerk apologised and undertook to send it again, showing him the content via the projection. It became apparent that there had been a misunderstanding at the last meeting regarding a 'mutli agency' meeting, as the chairman pointed out that this had not yet happened but he understood it would be happening in December and that the HSE would not be involved at these meetings. Mr Watkins clarified that it had been he who had moved the cars which had been affixed with abandoned vehicle notices. As far as Mr Watkins is concerned, the vehicles are all legal and entitled to be on the highway

11/461. APOLOGIES FOR ABSENCE. Cllr Rachel Taylor – recovering from an operation

11/462. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Alan Burns re the churchyard wall as his wife is an assistant churchwarden
David Norman as his property abuts the playing field

*Declarations
of interest*

At this point, Mrs Yvonne Banke advised the council that she was, with immediate effect resigning from the council. The council acknowledged the huge amount of work that she had put into the role of parish councillor and on the burial board over the past 10 years and gave its sincere thanks. Mr Mike Ford also declared that he was resigning with immediate effect too. He was thanked for his contribution to the council over his years as councillor. Both councillors were reminded that they must resign in writing to the chairman to ensure that co-option of replacement candidates is lawful.

11/463. MINUTES OF THE MEETING HELD ON THE 12TH OCTOBER 2011 AS PREVIOUSLY CIRCULATED It was **RESOLVED** to adopt the minutes of the October meeting.

11/464. LAND NEAR CHURCH STREET / ST MARYS LANE The chairman verified that all councillors had received a copy of the correspondence from ENC Cllr Jeremy Taylor. It was reiterated that Mr Watkins would establish the legalities of his personal vehicles and those concerned with the operation of his business – the council was unable to pass comment

11/465. PLANNING

- No planning applications have been received
- A link to a neighbourhood planning consultation had been circulated twice, but councillors had been unable to view the information. The clerk is to send out a simplified approach

11/466. DIAMOND JUBILEE / 2012 CELEBRATIONS There had been a meeting the evening before to discuss the way forward for this project. That steering meeting had established that the event would be a 'Party in the Park' (PitP) and the theme to the day would be loose – 'Celebrating the last 6 decades'. Meeting notes are appended to these minutes. Disappointment was expressed at how few people had attended and it was agreed that there must be a concerted effort to raise awareness of the project and encourage village groups to send forward

representation to the working party meeting, scheduled for 12th January. If there is no support from the village groups, the parish council will reconsider the project.

There were some protracted discussions around some of the more involved aspects of what could happen on the day and how the event would be organised, but it was agreed to concentrate, for the time being, on getting the principle of the PitP in place and securing the more important considerations. To this end, it was agreed that a marquee should be booked and anyone who knew of any bands or entertainment should contact them to establish availability. (If it proves not to be possible to attract 3 quotes, it was **RESOLVED** to delegate power to the clerk to confirm a booking with the suppliers of the village garden show marquee, raising a deposit cheque if necessary) The group to take it forward would be a working party, rather than a committee, which would mean that it would not have decision making powers and therefore all decisions will have to be ratified by the parish council. Terry Boulton, Alan Burns and Tony Cully would be the parish council representatives on the working party.

11/467. CHURCHYARD WALL The clerk had sought the advice of the diocesan architect as instructed at the last meeting, with a view that a monitoring programme is carried out on the wall. After some discussion, it was agreed that Alan Burns and David Norman would affix some monitoring apparatus on the south facing retaining wall and would prepare information regarding the west facing retaining wall which would be sent to Mr Limentani, the architect, to be prepared as a proper specification as the basis of an invitation to tender for works. There was an exchange of views regarding the bonding materials that should be used for the restoration of the wall, using the existing stone. It was generally agreed that as the wall and the church were at the heart of the conservation area of the village and opposite one of the most historically important buildings in the county, the advice of experts in the field would be adhered to. Regardless of the legalities of the responsibility of the property, the work must be done sympathetically to the environment.

It was further agreed that money would be set aside each year into an earmarked reserve fund which would build a fund for the time when the work becomes essential (the specific sum is to be agreed) and funding streams would be investigated for grants.

11/468. PLAYING FIELD RISK ASSESSMENT Mr Norman had prepared a paper reiterating the points made in the RoSPA report. It was agreed:

- The rope bridge would be monitored and the rope replaced at the point that the twisted wire filaments began to fray.
- No action would be taken regarding the zip slide, to see whether the less dry conditions had any bearing on the instability of the upright posts
- The area to the bottom of the slide run should be made safe
- The area at the bottom of the steps to the slide should be made safe
- The bearings on the swings should be oiled.
- David Norman would carry out the written risk assessment each week, on the forms taken from the RoSPA guide, and in accordance with the council's insurance requirements. It is possible to complete these electronically. These would be kept on file.

The clerk had met with a representative of a play company the previous day who had undertaken to supply quotes for the necessary work at the play area.

11/469. GRIT BINS An article explaining the current situation with regard to the grit bins had been in the newsletter and the clerk had written to a salt supplier. No suggestions had come from any sources. The clerk has investigated similar issues with other councils, but there is none in quite the same situation. The council is stymied as to how the logistics of fulfilling the needs of the community whilst complying with health and safety guidelines and insurance could be orchestrated. Mr Watkins did offer to fill grit salt bins if there were any near where

he lives. The council is not able to further consider this issue unless a workable solution presents itself.

11/470. GRASS CUTTING It was agreed to continue with Bill White Grasscutting services for the 2012 growing season, but to put the contract out to tender for 2013 onwards, in the light of the letter received from Mr White advising that he would be enjoying some extended holiday during the summer of 2013 and the fact that the current contract has been in place for 3 years without review.

11/471. CONSIDER REQUEST FROM PRESCHOOL The preschool had requested permission to site a picnic BENCH on the grass area to the north of the preschool building, near to the main entrance. This was agreed

11/472. FINANCIAL MATTERS:

1. TO approve invoices / accounts for payment, plus any advised prior to meeting:

Chq Number	Goods/Service	Payee	Nett	Vat	Gross
300009	Architectural services (per minute 481)	JED Designs	2550.00	446.25	2996.25
300010	Clerks salary	S Rodger	362.23	0	362.23
300011	Election Expenses	East Northants	127.60	0	127.60
300012	Pit stop teenage bus (August)	Ark endowment fund	76.00	0	76.00
300013	Grass Cutting	W White	582.00	0	582.00
300014	Street Light on Church Street	Eon	551.00	110.20	661.20
300015	Village Hall	Nassington Village Hall	84.00	0	84.00
300016	PAYE deductions	HMRC	109.80	0	109.80
		TOTAL	4442.63	556.45	4999.08

Accounts had been circulated – there were no issues

11/473. NEW BANKING ARRANGEMENTS: The clerk reported that everything was now in order and the old bank had finally transferred the funds and closed the accounts. Currently, there is no mechanism whereby the parish council is able to make direct payments because of statutory restrictions, but once the law has been altered, the new account can be used to its full advantage

11/474. BUDGET The first draft budget had only been circulated that day, not giving councillors enough time to look at the figures in much detail. There was a discussion surrounding the way the figures were presented, with the suggestion that there was too much information to make sense of the figures for those new to the process and from an accountancy point of view, the layout was unusual. It was agreed that they would be re-presented in a simpler format. No specific figures were put forward for consideration, but there was a discussion concerning ring fencing income from activities at the playing field (e.g. pavilion rent and ground lease for preschool) specifically for expenditure at the playing field, although no conclusion was reached.

11/475. OFFICIAL ANNOUNCEMENTS, NOTICES OR REPORTS FROM:

1. The Chairman had no report
2. The clerk had been advised by the council previously that it would not support an official stance over the possibility that falsified papers had been produced to demonstrate its indebtedness and that if she wished to pursue this issue, she would have to do so as a private

matter. The clerk advised the meeting that she had been in touch with the police fraud department to report the matter of the electronic papers presented by JED Designs as evidence of a contract between that firm and the parish council. The police had inspected the papers and concurred with her suspicions. They could not investigate the matter further as the council had relented on its previous stance, reaching a settlement figure, so there could not be an accusation of a party gaining by deception.

The clerk reiterated the concerns to the council she had expressed in email correspondence regarding settlement of the invoices received from JED Designs. The main area of concern re the expenditure of public money was that the introduction of an additional fee of £1000 during the course of 2010 had not been taken into account when negotiating the settlement of the matter and the other was that the council had not taken legal advice. The council had instructed work to be carried out without being aware of the cost implications of that work – the councillors at the time were under the impression that architectural services to the point of applying for full planning permission was gratis.

From a personal point of view, the clerk had grave misgivings that on the face of documentary evidence and a minute trail, there was an implication that she had signed contracts on behalf of the council, the content of which the council had not been advised. The clerk is adamant that the contracts were not signed. The council confirmed that it had complete confidence in the actions of the clerk in the particular matter of the contracts with JED Designs and that she did not act inappropriately in the alleged signing of the contracts. There was no apology to the clerk

3. Councillors:

- Allotments – these will have to be reviewed and new councillors appointed to look after the allotments
- Pocket park – the Noticeboard is okay for the time being, but the fence is wobbly
- Burial Board – The parish council is very grateful to NCC councillor Heather Smith and ENC councillor Jeremy Taylor in their efforts to reduce the amount of archaeological survey work at the area for the proposed new burial area. (This work was necessary as there was a roman villa at the Yarwell crossroads which is thought the have farmed fields in the area of the proposed burial ground) The PEG in the summer had not cleared the layby at the cemetery. Yvonne Banke confirmed that she intended to remain as clerk to the burial board for the time being.

11/476. OTHER MATTERS ARISING FROM PREVIOUS MEETINGS:

- Facilities for Young People in Nassington – The idea of a rebound wall at the playing field was progressing, with three site meetings with possible suppliers in place

11/477. CORRESPONDENCE:

- Withdrawal of application for alterations to barns at 21 Church Street
- A brief agenda for the Planning and Infrastructure Session on 29th November

11/478. NEWSLETTER - Consider items for inclusion in the newsletter

- 3 vacancies on the council
- Repairs to the play area
- Grit bins
- Article about staying safe in the winter
- Jubilee working party (as a stand alone item to draw attention)

11/479. FUTURE AGENDA ITEMS / AOB TO BE CARRIED FORWARD - The nature of future agenda Budget and the new planning consultaion

DATE OF NEXT MEETING: 14TH DECEMBER 2011, 7.30PM NASSINGTON VILLAGE HALL

Approved by Nassington Parish Council:

**Signature of Chairman
of following meeting:**

Date: 14th December 2011

DRAFT