

LAMPOR T AND HANGING HOUGHTON PARISH COUNCIL

MINUTES of a MEETING of the PARISH COUNCIL

Wednesday 21 July 2021 at 7 pm
at Lamport Hall, Northamptonshire

1. ATTENDANCE, apologies and Declarations of Interest.

Present: Cllrs C. Harris (in the Chair), C. Dugmore, J. Farr, D. Gasson, R. Flavell-While,

Apologies for absence: Cllrs. B. Cox, P. May

Declarations of interest: none

In attendance: WNC Cllr K. Parker

2 MINUTES

The Minutes of the Parish Council AGM 19 May 2021 were approved and signed by the Chair.

3 MATTERS arising from the MINUTES

3.1 Litter Pick: The Clerk said that she registered the parish council with the Keep Britain Tidy initiative but had received nothing back. It was agreed to organise another local litter pick on Sunday 12th September 2021 at 11.00am – everyone to meet on the village green. A flyer will be put on the village notice board, website and the community link.

3.2 Grit Bin, Hanging Houghton: The Clerk contacted DDC who confirmed that as soon as stocks were replenished the existing damaged bin would be replaced with a new one.

4 HIGHWAYS

4.1 Parking issues, Manor House Farm

Cllr May reported that he had emailed Lamport Hall regarding an outstanding query relating to the ownership of the hedgerow adjacent to the Manor Walk houses and awaited a response.

4.2 Footpath between Manor Road and Brixworth (raised at the Annual Parish Meeting)

The Clerk said that she had emailed the new contact Helen Howard at WNC who suggested reporting it on the Street Doctor website. Unfortunately, the website was no help advising it was not their responsibility. Helen said that she would refer the matter to the Area Maintenance Team. Councillors commented that maintenance of the footpath may be the responsibility of the owner of the adjacent fields rather than the local Council.

Further discussion took place regarding the condition of the footpath between Lamport and Manor Road and the Clerk was asked to contact Mark Herrod at Lamport Hall asking if some clearance work could be carried out to make the footpath useable.

4.3 Speeding and traffic issues: Lamport High Street

No further progress. The Clerk was asked to offer further assistance to Mark and Tracey Stocker, in order to expedite completion of the grant application form. Cllr Parker said that Maidwell Parish Council were also in the process of applying for a grant for a similar purpose and would pass contact detail to the Clerk.

4.4 Report by Cllr Gasson on other highways matters:

- a) HGV vehicle parked in The Croft, Hanging Houghton: Cllr Gasson said that this has now been resolved satisfactorily with the driver. The HGV is usually reversed onto a private drive. No damage has been caused to the immediate area by the vehicle being parked across the footpath/kerb.
- b) Bonfires: The Chairman outlined local regulations relating to starting bonfires that may cause a nuisance to adjacent properties including speaking to the person causing the nuisance. Thereafter a log of nuisance bonfires should be kept and passed to the Environmental Health Department who would send a letter. It was agreed that an article about lighting bonfires in general should be published in the parish via the website, notice boards and community link. The Clerk will draft something out for approval by the Chair.

5 PLANNING

Kettering Site Specific Part 2 Local Plan: Inspector's Report Public Notice
Circulated with the agenda: for information.

6 FINANCE

6.1 Balance at Bank: accounts and budget circulated by email.

Balances at bank 21 July 2021: current account £3,399.16 and £1,738.84 in reserve account. When payments totalling £1,277.96 are made at this meeting the true total balance will be £3,850.04. The second half of the precept will be received into current account in September. £603.80 of the credit balance is allocated for maintenance of the telephone box and the defibrillator.

6.2 Items for payment (circulated with the agenda) to be made by bank transfer:

F.R. Allbury: salary and expenses	£415.36
HMRC: Clerk's PAYE	£94.60
Countrywide Grounds Maintenance Ltd:	£768.00
Village grass cutting May and June	

Cllr Farr proposed that the payments should be made, seconded by Cllr Flavell While The Chairman will access the Bank account online after the meeting to verify that the payments have been made in accordance with those listed in the minutes.

6.3 Dispensation for setting a precept

In 2012 NcALC circulated guidance on councillors needing to declare an interest when discussing and setting a precept. This anomaly arises because all councillors have to live within a village envelope and be listed on the electoral role which means they are affected by the rate of precept. It was recommended that Parish Councils agree that councillors do not consider it necessary to declare an interest when discussing and setting the precept. Proposed Cllr Harris: Seconded Cllr Farr. Carried unanimously.

7 NEIGHBOURHOOD WATCH/CRIME

Report by Peter Dugmore Neighbourhood Watch Co-ordinator and Police Liaison Representative
A newsletter had been distributed to all households on 10th June. Use will also be made of Facebook and Twitter to keep everyone informed. Peter outlined details of the newly formed Police Liaison Representative Steering Group. He was pleased to confirm that there were no crime incidents to report. The vehicle parked in Manor Road for many months has now been moved to the farm at the end of Manor Road.

8 REVIEW OF PARISH COUNCIL POLICY AND GDPR DOCUMENTS

- GDPR documents signed off for another year unaltered. New Councillors were asked to complete and sign a GDPR Security Compliance Checklist for filing with the policy documents.
- Financial Regulations: no amendments required, re-adopted unaltered
- Standing Orders: re-adopted unaltered
- Asset Register: The Register has been updated to include the grass verge signage, laptop computer and mouse. It was agreed that in order to ensure that the list was accurate all street furniture listed will be checked during the forthcoming litter pick on the 12th September 2021.
- Financial and Risk Management Assessment: this document has been edited to cover online payments being made in addition to cheques. The amended wording has been verified and approved by the NcALC Internal Auditor
- The Clerk tabled one further document that had been recommended by NcALC which covers protocols between the Clerk and Councillors. The Clerk said that she had always been treated with respect and courtesy at all times since first taking up the post in 2009, but this document would be a safeguard for the future.

Documents were signed off by the Chairman and Clerk and will be uploaded onto the parish council website.

9 DEFIBRILLATOR

A number of parishioners had contacted the clerk to be added to the list of people wishing to train or retrain in the use of the equipment. It is hoped that all those on the original list of volunteers would attend a refresher training session.

10 ACRE

A Report prepared by Cllr Cox on the zoom meeting held on 2nd June had been circulated with the agenda. Cllr Dugmore expressed an interest in the Good Neighbour Scheme. This would be a separate agenda item at the next Parish Council Meeting.

11 CORRESPONDENCE

11.1 Parish and Town Councils Forum – Daventry Area

The Minutes of a meeting held on 2nd July had been circulated earlier in the day. Cllr Dugmore said that she would be interested in attending future meetings of the Forum to represent the interests of the parish. The Clerk will ensure that all future documentation is forwarded onto her.

11.2 Plant a tree for the Jubilee

The Clerk commented on an article on the front cover of the CPRE June newsletter. It is understood that Lamport Hall was planning to be part of this initiative and Councillors said that they would be keen for the Parish Council to also be associated with the tree planting. The Clerk will contact Mark Herrod at Lamport Hall to register interest.

12 DATE OF NEXT MEETING

15 September 2021 at 7.00 pm.

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C. Harris, Chairman

Date:.....2021