

LAMPOROT AND HANGING HOUGHTON PARISH COUNCIL

MINUTES of a PARISH COUNCIL MEETING
in The Old Laundry, Lamport Hall, Northamptonshire
Wednesday 15 November 2023 at 7.00pm

1 **ATTENDANCE**, apologies and Declarations of Interest

Cllrs. B. Cox, C. Dugmore, J. Farr, D. Gasson, C. Harris, P. May, WNC Cllr K. Parker

Apologies: Cllr R. Favell While, WNC Cllr J. Harris

No Declarations of Interest received.

2 **MINUTES to be approved and signed:**

Parish Council Meeting 20 September 2023

3 **MATTERS arising from the Minutes:**

3.1 Jubilee tree plaque

Cllr Gasson confirmed that the plaque is now in place. Cllr Cox commented that the area immediately surrounding the trees needed to be cleared, Cllr Harris agreed to assist, at a time to be agreed.

3.2 Notice Board, Hanging Houghton

Renovation work completed but new doors are required. Cllr Farr would give the Chairman the name of someone who may be able to manufacture and install new doors.

4 **HIGHWAYS**

4.1 Speeding issues, Lamport High Street

Following investigation and receipt of quotes from a number of providers, it was agreed that the Evolis battery operated system would suit the needs of the Parish Council supplied by ElanCity. The total cost for 2 cameras, ancillary equipment and delivery amounted to £4,228.78 plus VAT £845.80. An application for a S.50 Licence was submitted with the fee of £321 being covered by Lamport Hall. The grant application form and additional documents were completed and posted to Northamptonshire Safer Roads Alliance on 20th October 2023 and grant approval was subsequently received. The Clerk also completed a formal Contract document with WNC and countersigned documents are awaited. An order was placed, and the equipment delivered to Lamport Hall for safe keeping until installation. It had also been necessary to purchase jubilee clips which ElanCity do not provide at a cost of £33.69 plus VAT £6.74. which was not included in the grant application. It was confirmed that the invoice from ElanCity was in accordance with their quotation and was passed for payment. The cost of the jubilee clips will be reimbursed to the Clerk as it had to be paid for by a bank card. It is anticipated that Mark Stocker will arrange installation upon his return from a business trip at the end of the week.

4.2 Parking, signage and footpath, Hanging Houghton

Parking: Councillors discussed issues in Manor Road with transit type vans being parked causing congestion and considerable inconvenience to residents. Technically the vans are not illegally parked and Councillors felt that there was very little that the Parish Council could do to alleviate the problem. Parishioners could be asked to park more considerately and the situation monitored.

Signage: It was agreed that the signs would be cleaned when the next litter pick takes place in the spring. Cllr Dugmore said that she was in touch with the Brixworth Wombles who would provide warning signage for the next litter pick.

Footpath between Manor Road and The Swan: Cllr Parker confirmed that WNC were in the process of carrying out survey work prior to making improvements to the footpath.

Cadent: the Clerk will contact the company asking why the earth works on the corner of Manor

Road and the A508 had not been seeded as the conclusion of the digging. Comment was made regarding the overgrown hedging which forms the boundary at the rear of The Grange in Manor Road which was now a serious health and safety issue with hedging covering most of the footpath. Attempts have been made in the past to raise concerns with the residents of the property without success. The Clerk was asked to request help from the CPRE.

5 PLANNING

- 5.1 2023/0046: Land at Dale Farm, Harborough Road, Maidwell
Decision still pending. This application will be heard by the Planning Committee.
- 5.2 2023/5883/Full and 5884/LBC: The Old Rectory, 5 High Street, Lamport
Full and Listed Building Consent for re-roofing works to main house including introduction of new ridge and parapet ventilation, repairs to dormers and new lead upper roof with access hatch: kitchen and stables alterations including attic conversion: repair to stable wall: removal of boot room, new side door and canopy: removal of existing shed, creation of new covered area and shed on existing shed footprint: altered external hard landscaping. Decision pending.

6 FINANCE

6.1 Balances at Bank and Budget/Expenditure for current year
Accounts for the current year having been circulated by email with the agenda, show a balance of £5,253.77 in Current Account and £1,847.76 in Reserve Account. The increase in the current account balance since the previous meeting was because the second half of the precept of £3,900 was paid into the account on 29 September 2023. When the payments listed below totalling £1,737.42 are paid, the true balance will be £5,956.13. £483.83 held in Current Account is allocated for maintenance of the telephone box and defibrillator.

The Clerk said that she has received notification that the grass cutting grant of £605.54 and the highways grant of £4,229 were paid into current account on 1st November 2023. These transactions and subsequent payment to ElanCity for the 2 SID's will be shown on the next set of accounts available for the January 2024 meeting.

6.2 Items for payment		<u>LGA 1972</u>
F. Allbury: salary and travel plus Microsoft Office Licence Renewal £59.99 and the jubilee clips £40.43.	£567.60	S.112
HMRC: clerk's PAYE	£109.80	S.112
Countrywide Grounds Maintenance: Sept/October grass cut	£468.00	S.136

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. Cllr Cox proposed that the payments should be made, seconded by Cllr Farr.

6.3 Clerk's salary

The Clerk said that a national pay agreement had been reached and all parish clerks would benefit from a pay increase backdated to 1 April 2023. The increase would result in her salary rising from £274.32 per month to £295.10 per month. The backdated element will be included with the January payment.

6.4 To agree a budget for the financial year 2024/2025

The Clerk referred Councillors to the draft budget circulated with the agenda. Councillors discussed each item listed. The Clerk confirmed that most of the figures were accurate and not estimates. The quotation for village grass cutting had increased by 8% from £195 per cut to £210 per cut. Annual Insurance remains at £311 as year 2 of a 3 year LTA. It was agreed to make the following amendments: add £50 for computer consumables: remove the £100 towards election costs as the next election will be in 2015 not next year. The cost of churchyard grass cutting would remain at £450 until a response is received from Lamport Hall relating to the invoice

received which quotes £375 plus VAT rather than £450 plus vat. Due to the steep increase in the subscription to CPRE from £36 to £60, it was agreed not to renew but the Clerk would write to them explaining the Parish Council's decision and requesting assistance with the problem of the overgrown hedging along the perimeter of The Grange which virtually covers the footpath and is a serious health and safety issue.

Cllr Cox proposed that the budget as amended be adopted, seconded by Cllr Farr. There were no objections, and the proposal was carried unanimously.

6.5 To agree a precept for the financial year 2024/2025

Despite increasing the precept request in recent years, the Parish Council had still been unable to fulfil their financial commitments while increasing the core fund in the bank accounts. Bearing in mind the cost of living increases which has impacted on current expenditure and those anticipated in 2024/25 it was agreed to increase the precept by 10% from £7,800 to £8,580.

Cllr Cox proposed that the precept be adopted, seconded Cllr Dugmore. There were no objections, and it was carried unanimously.

7 **NEIGHBOURHOOD WATCH/POLICE LIAISON REPRESENTATIVE**

A report by Peter Dugmore was circulated by email on 13 November 2023. Peter outlined details of an incident on 3rd October relating to an attempted house burglary with a vehicle being taken. A suspicious vehicle had been observed by a resident but to date there is no information on whether the culprits have been identified. Peter also outlined in detail the difficulties of parking in Manor Road as a result of the transit vans parked there. This matter was discussed under item 4.2 above under Highways.

Finally, Peter said that due to other commitments he would be unable to continue in his role as Neighbourhood watch and Police liaison representative but would stay in post until a replacement is found. Cllr May would publish Peter's report on the community link asking if anyone was interested in taking up the post.

8 **POLICY DOCUMENT: Complaints Procedure**

The Clerk said that this additional document needed to be adopted by the Parish Council and filed with the other policy documents which are reviewed at the Annual General Meeting in May each year.

9 **CORRESPONDENCE**

Cllr Dugmore circulated a flyer regarding a Christmas tree service being held in Lamport Church on 2nd and 3rd December 2023.

10 **DATE OF NEXT MEETING**

Parish Council Meeting 17 January 2024 commencing at 7.00pm

There being no further business the meeting closed at 8.10 pm

Signed:

Date:

