



Collingtree Parish Council

Minutes of the **Ordinary Meeting of Collingtree Parish Council** held in the Sports Pavilion, the Playing Field, Watering Lane, Collingtree on **Wednesday 16th March 2022 at 7.30pm.**

Present: Cllr P Steel - Chair, Cllr D Mobley and Cllr S Collins

Also Present: Mrs S Wong (Clerk) and 4 Residents in attendance (3 at the start of the meeting and another an hour later)

Item No	
036/2022	Record Attendance and receive apologies of absence Apologies were received from Cllr A Minney (attending a funeral).
037/2022	Invite Declarations of Interest in respect of items on the agenda No Declarations of interest were received in respect of items on the agenda.
038/2022	To receive and approve for signature the minutes of the Ordinary Meeting held on the 16th February 2022. It was RESOLVED the Minutes of the Ordinary Meeting held on the 16 th February 2022 having been previously circulated, were approved as a true record of the meeting and signed by the Chair Cllr P Steel.
039/2022	Parish Council Vacancies – Discuss and accept applications and co-option on to the PC No new applications have been received. The Parish Council now has three vacancies for Parish Councillor as Stuart Parsons resigned yesterday and Gurge Phull resigned at the end of the meeting. The PC wish both Stuart and Gurge well in their future endeavours and for their time and interest shown whilst members of Collingtree Parish Council.
040/2022	Receive reports from Police representatives The crime report for February has been received. Vehicle Crime – One incident reported - On the 2nd Feb in the Glebe Farm Close area. Suspect has taken the victims vehicle from the victim's home address without consent. The suspect has then been involved in a road traffic collision in the said vehicle.
041/2022	Receive Reports from West Northamptonshire Councillors No Unitary Councillors were in attendance. No update reports were received. It was suggested that Unitary Councillor Pinder Chauhan should be invited to our monthly PC Meetings.
042/2022	Discuss any Correspondence A resident has enquired with regards to stiles along the footpaths in Sergeants Field. The Clerk has advised that new kissing gates will be ordered for this field shortly. The resident that messaged last month with regards the surface noise on the M1 has now received a satisfactory reply from Highways England. The resurfacing works at Collingtree are currently scheduled between may and June 2022.4 lanes on the carriageway will be resurfaced which will provide noise mitigation for the residents.
043/2022	Discuss and agree the next steps with the Club House matters a. Discuss and agree any changes to any of the hire contracts Members of the PC met with Simon the tennis coach earlier in the day to discuss some possible options for the managing of the tennis contract. The talks were positive and members of the PC thought the ideas suggested would be amenable to the PC. Simon will report back to the Tennis

	<p>Club. The PC will wait to hear back from Geoff Kershaw the Chairman as to how they wish to move forward. Therefore, the decision date of the 16th March has been suspended whilst we wait to hear back.</p> <p>Stoke Bruerne Cricket Club have now signed and returned their hire contract back to the Parish Council.</p> <p>b. Discuss and approve quote to install an outside toilet at the sports pavilion agree any new ideas for toilets at the Sports Pavilion It was Resolved to accept the quote from R F Blount to install an outside toilet at a total price of £2875 plus vat which includes power, water supply and drainage, builders work and relocating of the CCTV camera if required. The PC need to check the decking can withhold the weight of the toilet block before the order can be placed. Action: Clerk to make investigations with fed3. Quote options are still being looked at by suppliers for the showers and new doorway.</p> <p>c. Approve the new CCTV Monitoring Policy The amended version of the CCTV policy was circulated prior to the meeting. It was Resolved to accept the policy.</p> <p>d. Discuss Key Holders for the building and who can attend the alarm call outs It was resolved that all Councillors would be given a key to the clubhouse and everyone placed on the alarm call outs log. Action: The Clerk will bring keys to the next meeting.</p> <p>e. Discuss and agree any other Club House matters arising not covered on the agenda. The adult changing mat has been ordered and will be delivered shortly.</p>
044/2022	<p>Financial matters</p> <p>a. Review Financial Statement as at 16/03/22 agreed to Bank Reconciliation The Clerk reported the Bank Balance to date as reconciled to the bank statement was as follows: Current Account £91,598.09 This is ear marked as follows: Playing Field £2,324.81, Community Projects £61,096.00, Club House build £7,525.06 and Council Funds £20,652.22 No income has been received in the last month.</p> <p>b. Propose Payments for transfer and Sign Cheques agreed by the Council RESOLVED to approve payments to be made in March 2022 (Appendix A).</p> <p>c. Discuss and Agree to issue a grant to the clock tower It was Resolved to award a \$137 maintenance grant of £150 towards the clock tower and flood lighting costs. All were in agreement.</p> <p>d. Discuss and Agree to issue a grant to the Allotment Association An application from the Collingtree Allotments Association has been received for grant funding to help with costs of reducing the hedge height to approx.8 foot in height and to cut back the side which includes removing 5 Ash tree stems growing out towards the road. Unfortunately, only one quote for works was provided. The PC discussed they would be willing to support the scheme using funds set aside for community projects. To meet our legal requirements three quotes must be provided. Action: The Clerk to report back and ask for two more quotes for works to be provided before a decision can be made.</p> <p>e. Discuss and Approve Clerks back pay to April 2021 and agree to accept the automatic pay scale progression, and whether to carry forward unused holiday entitlement from 2021/2022</p>

	<p>It was Resolved to accept the automatic pay scale progression and back pay, due to the long length of time the meeting was taking, it was agreed to defer the unused holiday entitlement discussion until the April meeting.</p>
045/2022	<p>Community Projects</p> <p>a. Discuss and agree any extra CILS Community Projects and progress any current projects which projects are to be given the go ahead? This agenda item was deferred until the April meeting.</p> <p>b. Receive any Jubilee Celebrations updates and agree any actions required and quotes submitted The Chair Cllr P Steel and Clerk have been in talks with Jaspers with regards to holding a cream tea in the village hall. A quote for costs has been received at £897.50. The Village room has been reserved by the PC for the Sunday 5th June but the Clerk will enquire if it is available on the Saturday 4th June in case that is deemed a better date to hold the event.</p> <p>The Chair Cllr Steel and the Clerk have also been in talks with a resident who has some ideas and possibly a number of volunteers that may be able to help arrange some Jubilee events in line with the Parish Council.</p> <p>The PC discussed possible costs for organising Jubilee events and it was Resolved to set a budget of up to £2000 to cover costs for the afternoon tea, cakes for the care home, a donation towards jubilee events and decorations.</p> <p>The 15 baby tree saplings to be planted for the Jubilee have now been received. Action: The Clerk to ask on social media, ideas of where the trees should be planted?</p> <p>c. Discuss the organisation of the Crime Prevention event – 19th March 11am – 1pm The Crime prevention event will take place this Saturday at 11am to 1pm. Cllrs Collins and Mobley and the Clerk will be in attendance.</p>
046/2022	<p>Receive updates and discuss any Playing Field matters Nothing new to report.</p>
047/2022	<p>Receive updates and discuss any roads, common areas and footpath matters</p> <p>a Receive any update from Cllrs Steel / Collins following the Vistry Liaison Meeting 3 residents in attendance enquired about possible street lighting being installed by Vistry along the Black Walk bridle path. Vistry have paid £137k towards the cost of street lighting to West Northants Council. The Parish Council are not yet aware of when or whom will be carrying out the works, but it is believed this will not be happening until phase 2 of the development process.</p> <p>Residents that back onto the bridle path would like to be informed when things are happening, can they be informed of the process, can they choose the lights? as they don't want lights that will tower above their fencing, lower-level lights are preferred. The PC will keep residents informed as and when we have been notified of any developments.</p> <p>Also, could metal signage be replaced with something more natural? How many trees will be removed along Black Walk when works take place? Again, nearer the process the Parish Council can make some investigations. 3 residents left the meeting at 7.45pm.</p>

	<p>On the 10th March the Vistry Liaison Meeting took place between Paul Carvey, Collingtree and East Hunsbury Parish Councils. The main areas of discussion were the junction at Windingbrook Lane, Black Walk & Footpaths KG3 & KG4 and the Phase 2 application which is being submitted in the next few weeks.</p> <p>Paul Carey has submitted his minutes for the meeting which the Parish Council Resolved were accurate and will be uploaded to social media. The next Vistry Liaison meeting date has been scheduled to take place on April 13th.</p> <p>b. Discuss any flooding matters Nothing new to report.</p>
048/2022	<p>Receive updates and discuss any Street lighting Matters A street light outside of 24 Spinney Drive has been attended to in an emergency by Balfour Beatty. Someone has driven into it. The column needed cutting down and making safe. Eon have quoted £1,127.00 excluding vat to replace the column. There were no witnesses to the event so the PC will have to recover costs through an insurance claim. All were in agreement. It was Resolved to make a claim.</p>
049/2022	<p>Discuss any recent updates on the Northampton Gateway Segro / Ashfield development The next Segro meeting will be held in April. The Chair Cllr P Steel will be overseas, Cllr D Mobley will be in attendance.</p>
050/2022	<p>Discuss any planning related matters including those not yet determined WMM/2022/0306 – 39 spinney Drive – Demolition of existing Garage, construction of new single storey front and rear extensions with roof lanterns, new annex and alterations to existing dormer with render and cladding. The PC has no comments or observations to make on this application.</p>
051/2022	<p>Progress any matters arising from the previous minutes not covered by items on the agenda No matters arising.</p>
052/2022	<p>Date of the next meeting - Full Parish Council Meeting 20th April 2022 RESOLVED to hold the next full Parish Council Meeting on Wednesday 20th April 2022. The meetings is to be held in the Sports Pavilion / Club House building at 7.30pm</p>
	<p>Close: The meeting ended at 10.15pm.</p>

Signed byDate

044//2022 Financial Matters

a Review Financial Statement as at 16/03/2022 and propose payments and sign cheques

Monies must be paid out only in pursuance of statutory powers (SP) vested in the Parish Council.

RESOLVED balances as presented are accepted. **RESOLVED** the following accounts be paid.

Payment method	Amount	Inc VAT	Payee	Details	Power
B/T	540.00	0.00	Rob Flight	Maintenance Services Feb 2022	Open Spaces Act
B/T	926.54	0.00	Shirley Wong	Clerks Salary February 7.5 hours pw @ £565.50 15 Hours Overtime Jan /Feb @ £261.00 Tax £72.20 & NI -£22.74 Office costs & Broadband £35 pm	LGA 1972 s 112
B/T	31.99	5.33	Shirley Wong Expenses	Adult Changing mat for disabled toilet	Open Spaces Act Local Government (Misc Provisions) Act 1976 s19
B/T	250.18	41.69	Southern Electric	Electricity costs 2.2.22 to 1.3.22	Highways Act
B/T	20.13	0.95	Southern Electric	Standing charge 2.2.22 to 1.3.22	Highways Act
B/T	41.35	1.97	Eon	Electricity Costs – Playing Field 1.2.22 – 28.2.22	Open Spaces Act
B/T	49.04	0.00	Wave	Water Bill Playing Field 4.12.21 – 3.3.22	Open Spaces Act
B/T	44.00	0.00	NCALC	Off to a flying start – A Minney 8.3.22	LGA 1972 s 112
B/T	291.55	48.59	Direct 2U	Changing Room Lockers	Open Spaces Act Local Government (Misc Provisions) Act 1976 s19
B/T	570.19	95.03	Balfour Beatty	Emergency attendance – St light o/s 24 Spinney Drive	Highways Act
B/T	150.00	0.00	Church of St Columba	Donation to Clock Tower and Flood Lighting	S137
CHQ 894	94.94	0.00	HMRC	Tax for Mrs S Wong	LGA 1972 s 112

Total of payments £3,009.91