

COLLINGTREE PARISH COUNCIL

C/O 33 Friars Avenue, Delapre, Northampton. NN4 8PY

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Minutes of the **Ordinary Meeting of Collingtree Parish Council** held in the Sports Pavilion, the Playing Field, Watering Lane, Collingtree on **Wednesday 26th January 2022 at 7.30pm**. This meeting was held a week later than usual.

Present: Cllr P Steel - Chair, Cllr S Parsons and Cllr G Phull

Also Present: Mrs S Wong (Clerk) Rob Flight and Alison Minney

Item No	
001/2022	Record Attendance and receive apologies of absence Apologies were received from Cllr S Collins (another engagement) and Cllr D Mobley (unwell), Unitary Councillors Lizzy Bowen and Jonathan Nunn were also unavailable to attend.
002/2022	Invite Declarations of Interest in respect of items on the agenda No Declarations of interest were received in respect of items on the agenda.
003/2022	To receive and approve for signature the minutes of the Ordinary Meeting held on the 15th December 2021. It was RESOLVED the Minutes of the Ordinary Meeting held on the 15 th December 2021 having been previously circulated, were approved as a true record of the meetings and signed by the Chair Cllr P Steel.
004/2022	Parish Council Vacancies – Discuss and accept applications and co-option on to the PC It was RESOLVED to Co-opt Mrs Alison Minney on to the Parish Council. The Clerk received signed Register of Interest and Acceptance of Office forms. Due to ongoing work commitments Paul Thomas has resigned from the Parish Council with immediate effect, creating a new vacancy for Parish Councillor. Members of the PC would like to thank Paul for his efforts during his short time on the PC and wish him every success in his new job role.
005/2022	Receive reports from Police representatives The crime report for December has been received. There was reported crimes – Burglary Residential – Turnberry Lane. Police found the front door open. Victim reports the door was shut.
006/2022	Receive Reports from West Northamptonshire Councillors No West Northamptonshire Councillors were in attendance.
007/2022	Discuss any Correspondence a. To engage with the Northants CALC Asset Mapping Project (AMP) and to appoint an AMP Working Group comprising the Clerk and 2 Councillors. It was RESOLVED to form a working group comprising of the Clerk, the Chair Cllr P Steel and Cllr S Collins to log all community assets and services owned / provided by West Northants Unitary Council and Collingtree Parish Council as requested by NCALC. The Clerk will attend a Zoom training session on the 9 th February 2022 first. A government grant of £276.50 will be paid by NCALC to CPC for completing the project.
008/2022	Discuss and agree the next steps with the Club House matters a. Discuss and agree any changes to the Tennis Club hire contract The PC are still to hear back from the Tennis Club with their acceptance of the new hire contract. It was RESOLVED to offer the Tennis Coach a contract at £15per hour. A discount can be looked at if a year's contract is to be agreed. b. Discuss and agree any new ideas for toilets at the Sports Pavilion Prior to the meeting the Clerk circulated a number of quotes for the cost of purchasing a single outside container toilet. It was RESOLVED to go with the Single Mains Toilet 1.2M x 1.4M in RAL Anthracite Grey to match the Sports Pavilion building, subject to RF Blounts supplying a

	<p>favourable installation quote and advising that the toilet will meet our requirements. Action: The Clerk will contact RF Blounts and request an onsite meeting to discuss the PC's requirements and suitable site locations.</p> <p>c. Discuss and agree price of new lockers for the changing rooms. Prior to the meeting the Clerk circulated a number of quotes and options for installing 4 lockers in each changing room. It was RESOLVED to order dark blue lockers. Action: The Clerk is to place an order with Direct2U lockers.</p> <p>d. Discuss and agree to purchase shoe/boot scrappers/scrapper trays and any other Club House Matters arising not covered on the agenda Prior to the meeting the Clerk circulated a number of quotes and options for installing 2 x Boot and Shoe cleaners for users of the playing field to use. It was RESOLVED to order 2 x Winchester Boot / Shoe cleaners Action: The Clerk is to place an order with Broxap.</p> <p>Abington Glass will be installing the changing room mirrors and change the key barrel to the store cupboard imminently. Cllr S Parsons to look into shower curtain options. The PC still needs to speak with a plumber with regards to a wet room drain. A cleaner for the sports pavilion will need looking into in the new year. Men and women door signs still need purchasing for the changing rooms.</p>
009/2022	<p>Approve New PC Logo Prior to the meeting the Clerk circulated new logo options to be agreed at the meeting. It was RESOLVED to accept logo option three. All were in agreement.</p>
010/2022	<p>Financial matters</p> <p>a. Review Financial Statement as at 26/01/22 agreed to Bank Reconciliation The Clerk reported the Bank Balance to date as reconciled to the bank statement was as follows: Current Account £105,442.98 This is ear marked as follows: Playing Field £3,696.49, Community Projects £61,096.00, Club House build £10,056.76 and Council Funds £30,593.73 Income received £7,499.40 Collingtree Sports, £18,871.00 Sports Lottery and £1100.00 GLK Soccer.</p> <p>b. Propose Payments for transfer and Sign Cheques agreed by the Council RESOLVED to approve payments to be made in December 2021 (Appendix A).</p> <p>c. Discuss and agree to move forward with extra bank signatories Cllr G Phull will continue to chase Barclays so that he can be added as a bank signatory. It was RESOLVED Cllr A Minney will also become a bank signatory as she is already a Barclays customer which should make it easier to become a signatory for the PC. Action: The Clerk will contact Barclays for the necessary paperwork.</p>
011/2022	<p>Community Projects</p> <p>a. Discuss and agree when does the PC want to start the CILS Community Projects and which projects are to be given the go ahead? This agenda item has been deferred until the next PC meeting. Projects such as a VAS for Collingtree Park, ANPR cameras and kissing gates will be picked up again for further investigation. Action: The Clerk will recirculate the projects lists from last year for the February meeting.</p> <p>b. Discuss and agree when to hold Jubilee Celebrations / and a Contractors Thank you Event The Clerk will make an announcement on social media asking for volunteers to join a working party with the PC to help organise celebrations for the Queens Jubilee in June. The PC are not able to take the lead on organising all events, but are willing to working with the wider community to arrange events.</p>

	It was agreed not to pursue the idea of hold a thank you event for all those involved in building the Sports Pavilion. A thank you gift as an option will be discussed at the February PC meeting instead.
012/2022	<p>Receive updates and discuss any Playing Field matters</p> <p>a. Discuss and agree any quotes to finish installing fencing around the play area</p> <p>Prior to the meeting, quotes were circulated for the cost of finishing off the fencing around the play area. It was RESOLVED to accept the Mainline Timber quote. Action: The Clerk will place the order with Mainline Timber and Rob Flight will start the works when the weather is better to work with.</p>
013/2022	<p>Receive updates and discuss any roads, common areas and footpath matters</p> <p>a Discuss issues at the Bridle Path (Barn Corner end)</p> <p>It was RESOLVED that Rob Flight will give the bridle path at the Barn Corner end a minor tidy up as it is becoming unruly. All were in agreement.</p> <p>b Receive an update from Cllr S Collins reference the PC / Vistry Homes residents’ group</p> <p>Following a number of residents’ concerns on Facebook about road works along Windingbrook Lane in Collingtree Park. The Chair P Steel, Cllr S Collins and Paul Carvey from Vistry Homes will be meeting monthly to discuss any concerns the PC or residents may have with the development and report with responses received from Vistry.</p> <p>Points discussed at the recent January meet up included: Vistry seeking advice on the safety of the duck pond – there are concerns around child safety and the fence.</p> <p>Go ahead given to complete the kerb at the corner of Windingbrook Lane – making the road slightly wider after the turn.</p> <p>Vistry will be contributing money towards street lighting on the bridle path at Barn Corner in phase two of the development.</p> <p>A newsletter will be produced imminently by Vistry which the PC will display in our notice boards and on social media.</p> <p>Improvements to drainage on the M1 is to take place. Meetings between Vistry, the Environment Agency and West Northamptonshire Council will discuss drainage options from the new houses to the back of Turnberry Lane across the golf course.</p> <p>Windingbrook Lane is very muddy, Paul Carvey will report this to the appropriate team at Vistry.</p> <p>Residents are encouraged to address any concerns to the PC who will report these back to Vistry and report back to residents with answers after the monthly meetings have taken place.</p> <p>c. Discuss any flooding matters</p> <p>Paul Carvey from Vistry Homes, Cllr Pinder Chauhan and the Environment Agency will be meeting in the next on February the 9th. A resident’s update newsletter will follow shortly after.</p>
014/2022	<p>Receive updates and discuss any Street lighting Matters</p> <p>Nothing new to report.</p>
015/2022	Discuss any recent updates on the Northampton Gateway Segro / Ashfield development

	The Chair P Steel attended a recent meeting. No site visits have been attended by the PC as yet as no dates have been suitable for members of the PC.
016/2022	Discuss any planning related matters including those not yet determined Nothing new to report.
017/2022	Progress any matters arising from the previous minutes not covered by items on the agenda No matters arising.
018/2022	Date of the next meeting - Full Parish Council Meeting 16th March 2022 RESOLVED to hold the next full Parish Council Meeting on Wednesday 16th March 2022. The meetings is to be held in the new Sports Pavilion / Club House building at 7.30pm
	Close: The meeting ended at 9.45pm.

Signed byDate

010//2022 Financial Matters

a Review Financial Statement as at 26/01/2022 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	675.00	0.00	Rob Flight	Maintenance Services Dec 21	Open Spaces Act
B/T	686.75	0.00	Shirley Wong	Clerks Salary January 7.5 hours pw @ £555.75 6 Hours Overtime Dec/Jan @ £102.60 Tax & NI -£6.60 Office costs & Broadband £35 pm	LGA 1972 s 112
B/T	300.80	50.13	Southern Electric	Electricity costs 2.12.21 to 4.01.22	Highways Act
B/T	20.84	1.04	Southern Electric	Standing charge 2.12.21 to 4.01.22	Highways Act
B/T	773.76	128.96	Marcus Young Environmental Services Ltd	Weekly emptying of dog waste bins 1.4.21 to 31.3.22	Open Spaces Act
B/T	40.00	0.00	Information Commissioners Office	Data Protection Licence renewal	LGA 1972 s 112
B/T	202.50	336.75	A J Products	Table, Chairs and stacking trolley	Open Spaces Act Local Government (Misc Provisions) Act 1976 s19
B/T	229.82	0.00	Godaddy	Microsoft 365 Email renewals	LGA 1972 s 112
CHQ 892	6.60	0.00	HMRC	Tax for Mrs S Wong	LGA 1972 s 112

Total of payments £4,755.11