

CLIPSTON PARISH COUNCIL

Minutes of a Parish Council Meeting held on Wednesday 1st June 2022 held at Clipston Village Hall at 7.30pm

Minutes taken by Felicity Ryan (Clerk/RFO)

Contact: clerk@clipstonparishcouncil.org c/o Aysgarth, High Street, Naseby NN6 6DD

Present: Councillors Amanda Wilford (Chairman) Robert Burnham, Angela Fellowes, Tony Price, Peter Warren, Paul Hooper, Caroline Kemsley-Pein, Ian May

In attendance: Felicity Ryan (Clerk/RFO), Unitary Councillor Cecile Irving-Swift

19/22 Apologies: Apologies – None received.

20/22 Declarations of Interests: Cllr Wilford, Fellowes and Warren declared in relation to 27/22 as they are members of the Village Hall Committee. Cllr Price declared in relation to Agenda item 27/22 WND/2022/0308 : Construction of ground floor extension and conversion of existing garage and accommodation above to provide a two storey annexe at 27, Kelmarsh Road, Clipston, Northamptonshire, LE16 9RX as he lives at the next door property.

21/22 Comments from the Public: A member of the public spoke in relation to sign replacement proposals for the Clipston Village signs. The cost of this would be in the sum of £454.00 + VAT to purchase six covers for the existing signs which mirrored the existing artwork. The cost of this would be met by funding raised by a village event. **ACTION :**
Agenda item for next meeting to discuss the proposals

22/22 Updates from Unitary Councillors: Cllr Irving-Swift spoke in relation to the committee decision WND/2021/0753. Clipston Parish Council had been invited to speak at the committee. Clipston Parish Council had objected to this application due to two reports that were required in order to satisfy policies ENV 2 and ENV 7 and at the time of consultation were outstanding. The reports have been now been provided by the Applicant. Cllr Irving-Swift recommended that contact was made to the Planning Committee to confirm that now the reports had been provided there was now no objection to the application and that instead conditions would be recommended to be included to mitigate potential development to the woodland area.

23/22 Approval of Minutes of the meeting held on 4th May 2022 It was **RESOLVED** to approve the minutes as circulated.

24/22 Action Points from the last Minutes: -

Speed reduction signs : The Clerk reported that the signs had been delivered and installation and testing were to be carried out by Cllr May, Warren and Burnham.

Asset Mapping project : **ACTION : Cllr May to report at next meeting.**

25/22 Finance

Payments were approved as follows :

Protheroes - (Mower Fuel for April)	- £32.16
Elan City Ltd (Speed signs)	- £4865.52 *

*Cheque to be held until testing carried out

Internal Audit report – The Internal Audit had been carried out and comments were as follows :

'I have conducted a thorough review of the documents on the parish council website plus those supplied by the Clerk, Mrs Felicity Ryan, I would like to thank Mrs Ryan for her prompt and efficient help with the audit. I have reviewed all the payments, receipts, minutes, bank statements and bank reconciliation statements, the asset register and other documents available on the website and from the Clerk. I am satisfied that all internal control objectives have been met. When discussing and approving the budget and precept it is best practice to have the two items approved in separate minute references, the budget should be approved first and then the precept. It would be incorrect to view internal audit as the detailed inspection of all records and transactions of a council in order to detect error or fraud. This report is based on the evidence made available to me and consequently the report is limited to those matters set out above.'

It was **RESOLVED** to accept the internal audit report as circulated.

Approval of Annual Return – Approval of the Annual Governance and Accountability Return for the year ending 31st March 2022

- i. Section 1 of the Annual Governance Statement for the period 1st April 2021-31st March 2022 was agreed and completed.
- ii. The Accounting Statements for the period ending 1st April 2021- 31st March 2022 were agreed and completed.

Mower training – **ACTION : Clerk to chase**

26/22 Annual Review of Policies : It was **RESOLVED** to approve the policies as circulated with no amendments as follows:

- Standing Orders
- Financial Regulations
- Risk Assessment
- Equalities Statement
- Complaints Procedure
- Insurance Policy
- GDPR
- DPO Appointment

27/22 Planning Applications :-

Clr Price left the meeting.

Application No: WND/2022/0308 : Construction of ground floor extension and conversion of existing garage and accommodation above to provide a two storey annexe at 27, Kelmarsh Road, Clipston, Northamptonshire,

LE16 9RX – It was **RESOLVED** offer NO OBJECTION to the application provided that the property remains as one dwelling.

Cllr Price returned to the meeting.

- Proposals to alter Clipston Village Hall – ownership of Village Hall – It was **RESOLVED** that Cllr Burnham and the Clerk would attend the bank to check the deeds to the Village Hall. It was further **RESOLVED** to offer no objection to the Village Hall plans provided that the final plans were approved before submission.

Decision notices :

DA/2020/0306: Construction of 2 dwellings and associated access, wildlife corridor and landscaping (revised scheme) - Refusal Full. The Clerk reported that complaints had been received regarding the site. **ACTION : Clerk to report to enforcement at West Northants Council.**

28/22 Village Maintenance:

Kelmarsh Road bend hedges – **ACTION : Clerk to chase**

Land at Harborough Road – **ACTION : Clerk to contact landowner**

Streetlight at Village Hall car park – **ACTION : Clerk to chase**

Harborough Road – Blocked drains – **Monitoring**

Pothole on the Green – **Completed**

Pothole and road subsidence near Gravel Pit Farm – **ACTION : Clerk to chase**

Village sign repairs – **ACTION : Defer to next meeting**

Application of 40mph limit on approach to Clipston : The Clerk reported that an initial application had been made and further information had been requested.

Fly-tipping on Station Road – **Completed**

Roof tiles on The Green - **ACTION : Clerk to contact Listed Building Officer at West Northants Council.**

Potholes on Station Road and Longhold Road – **ACTION : Clerk to report**

29/22 Consultations:-

None

30/22 Correspondence –

Jubilee event printing costs of £44.00 – It was **RESOLVED** to approve the costs of printing the flyer for the event which had been organised by the community.
Complaints regarding land at corner of Naseby Road and Gold Street- Dealt with under item as planning.

Electricity tariffs – **ACTION : Clerk to bring to the next meeting with price comparisons**

31/22– Any Other Business (for discussion only no items can become decisions)

Cllr Price raised the issue of the verge outside the Church.

Meeting Closed 9.05pm