



CLIPSTON PARISH COUNCIL

c/o 20 Styles Place, Yelvertoft, Northamptonshire, NN6 6LR

Email: clerk@clipstonparishcouncil.org

Website: <http://www.clipstonparishcouncil.org.uk>

Minutes of the Ordinary Parish Council Meeting

Held on Wednesday 7th June 2023 at 1930 hrs.

in Clipston Village Hall.

Attendees: Chairman Councillor Amanda Wilford, Councillor Robert Burnham, Councillor Angela Fellowes, Councillor Ian May, Councillor Toby Alderson-Smith and Councillor Peter Warren.

Clerk: Mrs Clare E Valentine

Members of Public - Unitary Councillor Harris.

192/23	APOLOGIES Apologies of absence were received from Councillors Price and Kemsley-Pein.
193/23	DECLARATIONS OF INTEREST None
194/23	PUBLIC PARTICIPATION No members of the public present. The Chairman has received a anonymous letter regarding accessing the Right of Way CH6 which appears to have been blocked with a new electric fence/diverting path. Request to place a promo board for Clipston Festival on The Green received.
195/23	UPDATE FROM UNITARY COUNCILLORS Unitary Councillor Harris attended the meeting and provided an update on WNC Health and Wellbeing project which is a new Government lead approach to tackle the structure of Healthcare and Wellbeing in the community using new Local Area Partnerships LAPS – non funded, comprising of elected Cllrs, police, GP's and other members to identify services required. The Principle Authority will publish the final accounting statements July time. Main pressures resulting in deficit arise from Adult Social Care and the Childrens Trust with demand lead overspending. The Boundary Commission will have further updates August for Northamptonshire which includes Clipston being grouped with East Farndon and Walgrave. Results go to Parliament for decision then any changes will not take place until after the elections in May 2025.
196/23	APPROVAL OF MINUTES It was RESOLVED to approve the minutes of the Ordinary Parish Council meeting on 3 rd May 2023 with amendments to 180/23 no apologies received Councillor Kemsley-Pein. 185/23 pond should be "pound". 186/23 "Armed" not Arm.
197/23	PLANNING a) Windy Ridge 26 Harborough Road Clipston – ref. no.16 The Old Workshop owners contacted the PC regarding re developing it and NDP. It was noted the Clerk thanked the owners for getting in touch and suggested contacting WNC Planning for advice on the building. At time of the meeting the building has subsequently been removed as it very dangerous we have been informed it will be rebuilt. b) Land at Naseby Rd/Gold Street – It was RESOLVED the Clerk is to write a letter to WNC regarding the fly tipping to request the items are cleared. Noted comments received to Councillors as it is visible to the public. Clerk to draft letter for Cllr Price for approval first. NEW APPLICATIONS c) To consider new applications and those not otherwise on the agenda: - NONE



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	<p>d) 2023/5176/FULL 12 Bassett Way Clipston West Northamptonshire LE16 9RJ Single storey rear extension 23/03/2023 Pending Extension – deadline 26th May 2023 – notice not seen. It was RESOLVED as no objection.</p> <p><i>The Clerk has observed a number of applications on the WNC Planning Portal that are aged but appear to still be pending. The previous Clerk last reported approved only on May Agenda.</i></p> <p><i>Search and comment planning:</i> https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application</p>																								
198/23	MATTERS ARISING AND OUTSTANDING FROM THE MEETING OF THE 3RD May 2023.																								
	<p>a) Wartnaby Hefford if they charge for storing files - village green deeds. Noted to carry forward to the next meeting.</p> <p>b) Land registry - village green and the pound. Noted to carry forward to the next meeting</p> <p>c) Land registry – village hall. Noted to carry forward to the next meeting</p> <p>d) Registering The Bulls Head public house as an Asset of Community value. Cllr Alderson-Smith has drafted the application form. Training Course noted but not required at this stage as form is felt to be self explanatory. It was RESOLVED Cllr Burnham is to to speak to the pub and advise them of the ACV idea. Cllrs to report back at next meeting of progress.</p>																								
199/23	STREET LIGHTING <p>a) Electricity and Streetlighting - It was RESOLVED to replace the street lighting as and when they fail rather than replace 34 new lights at once due to the high cost.</p> <p>b) Streetlight 7 - E. On Maintenance contacted for advice and awaiting feedback.</p>																								
200/23	CONSULTATIONS <p>It was noted both matters were covered by Unitary Cllr Harris.</p> <p>a) Boundary consultation – awaiting next stage</p> <p>b) Health and Wellbeing Strategy survey - awaiting next stage</p>																								
201/23	CORRESPONDENCE <p>a) PLR alerts - Chairman to register as a PLR – matter is being looked into by the Chairman.</p> <p>b) Town and Parish Briefing - May 2023 – Noted including information on of the availability of WNC Community Grant funding.</p> <p>c) New WNC Chairman Cllr John Shephard - Civic Service - All Saints Church invite Northampton 16th July 2023 – Noted for Clerk to share with Cllr Price.</p> <p>d) Shambala Festival community notice Kelmarsh Hall August 24-27th 2023 – Matter is in the noticeboard.</p> <p>e) Community Grant Funding applications open WNC – Noted</p>																								
202/23	VILLAGE MAINTENANCE <p>It was noted- three sections of grass verge left as a wild area.(Kelmarsh Road/Harborough Road).</p> <table><tr><th>Date</th><th>REF</th><th>Issue</th><th>Status/Action</th></tr><tr><td></td><td>New</td><td>Potholes Longhold Road/Naseby Road</td><td>Clerk to report</td></tr><tr><td></td><td>New</td><td>Road Signs – repainting- Stop sign at crossroads worn</td><td>Clerk to report</td></tr><tr><td>May 23</td><td>4579433</td><td>Deep hole appeared overnight in middle of road on Gold St with junction to Naseby Road Clipston</td><td>Noted as repaired</td></tr><tr><td></td><td>4313946</td><td>Kelmarsh Road bends hedges. Reference : 4313946</td><td>AW to send photos to Clerk for Cllr J Harris.</td></tr><tr><td></td><td>3901102</td><td>Overgrown hedge at the Paddocks</td><td>Highways to contact can take up to 4mths – Clerk to Chase.</td></tr></table>	Date	REF	Issue	Status/Action		New	Potholes Longhold Road/Naseby Road	Clerk to report		New	Road Signs – repainting- Stop sign at crossroads worn	Clerk to report	May 23	4579433	Deep hole appeared overnight in middle of road on Gold St with junction to Naseby Road Clipston	Noted as repaired		4313946	Kelmarsh Road bends hedges. Reference : 4313946	AW to send photos to Clerk for Cllr J Harris.		3901102	Overgrown hedge at the Paddocks	Highways to contact can take up to 4mths – Clerk to Chase.
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		101002694995	Harborough & Naseby Road – Leaves and debris on footpath :	Clerk to investigate
	May 23	n/a	Street light in need of repair 21 Kelmarsh Rd	Clerk to progress – not yet fixed and street light number 3. Hidden by trees.
203/23	FINANCE AND POLICIES It was RESOLVED to approve the Bank Balance HSBC paper statements only as of 01/05/2023 £18,7440.94 and £29,024.68. Clerk awaits access to Unity Trust Bank			
a)	Unity Bank and HSBC – Unity forms signed by signatories Councillors May And Warren.HSBC Cheque for £20K signed at last meeting awaits banking - no access to a Unity Bank deposit book yet. It was RESOLVED to add additional signatories Chairman Wilford and Councillor Alderson-Smith to Unity Trust Bank. Note previous Clerk was set up as Signatory. To confirm Euromec Documents to be stored in the village hall – Moved to the next meeting.			
b)	It was RESOLVED to approve the following payments for June 2023 The WNC mowing contribution PO received for £355.84 – noted – awaiting bank statement to confirm received.			
c)	PC Expenditure June 2023			
	Clerk salary June 2023		£426.48	LGA 1972 (s112)
	HMRC (Tax) Cv & FR		£375.20	LGA 1972 (s112)
	Protheroes Inv 30.04.23 April Fuel		£29.29	LGA 1972 (s111)
	Total		£830.97	
d)	AUDIT 2022-2023 It was RESOLVED to approve the Notice period for the exercise of public rights 12th June 2023 -21st July 2023			
e)	PAYROLL It was RESOLVED to outsource payroll to DM Payroll Services £120.00 per annum. They also manage Sibbertoft PC payroll for The Clerk and will help the PC with PAYE and audit and accountability.			
f)	IT It was RESOLVED for the Clerk to purchase direct from Microsoft Office 365 licence for the Parish Laptop £59.99/ per annum, and it was decided to not renew the contract with Cloudy IT. The existing Cloudy IT package only provides basic view only package with limited access web based and lack of filing system and limited downloads and restricted viewing and printing all supplied and controlled by the contractor. Clerk has had difficulty contacting the supplier and limited response and having to work on another laptop. It was also RESOLVED for the Clerk to obtain quotes for the PC to consider having the recommended .gov.uk email and website.			
204/23	TO REVIEW AND ADOPT THE FOLLOWING POLICIES: 1. Mower risk assessment – update on review for adoption (Any outstanding copies of driving licences to be forwarded onto the Clerk) – Matter moved to the next meeting 2. To approve the FOI Model Publication scheme- It was RESOLVED to approve Clerk to do final edits to personalise for Clipston and publish. 3. To approve the following policies: Lone Worker, Grievance procedure, Training Policy, Health and Safety Policy, Sickness Absence Policy, Disciplinary Policy. It was RESOLVED to approve. Clerk to complete final edits to personalise for Clipston and publish.			
205/23	ANY OTHER BUSINESS (for discussion only no items can become decisions) None. Next Meeting Wednesday 5 th July 2023 Meeting Closed at 20.45hrs			