



# CLIPSTON PARISH COUNCIL

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

Email: [clerk@clipstonparishcouncil.org](mailto:clerk@clipstonparishcouncil.org)

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

## Minutes of the Ordinary Parish Council Meeting

Held on Wednesday 4<sup>th</sup> October 2023 at 1930 hrs  
in Clipston Village Hall.

Mrs C Valentine - Clerk to the Parish Council 07581 490581

Attendees: Chairman A Wilford, Councillors I May, Warren, Price, Alderson-Smith, Fellowes, and Burnham.  
No members of public.

245/23	<b>APOLOGIES</b> Apologies of absence received and approved from Councillor Kemsley-Pein (personal)
246/23	<b>DECLARATIONS OF INTEREST</b> Declarations of interest received from Councillors May and Price regarding planning matters 250/23 (b) .
247/23	<b>PUBLIC PARTICIPATION</b> No members of the public present for the meeting.
248/23	<b>UPDATE FROM UNITARY COUNCILLORS</b> Apologies received from Unitary Councillors Parker, Harris and Irving-Swift.
249/23	<b>APPROVAL OF MINUTES</b> It was <b>RESOLVED</b> to approve the Minutes of the Ordinary Parish Council meeting on Wednesday 6 <sup>th</sup> September 2023. Cllr Price raised three typing errors which were corrected. The minutes were signed as a correct record.
250/23	<b>PLANNING</b> <div>a) To receive any applications for consideration not otherwise on the agenda. – no new received.</div> <div>b) <b>New 2023/7010/FULL</b> Proposed first floor extension over garage, proposed single storey extension to rear, new external finishes and new roof over porch. Little Orchard, Kelmarsh Road Clipston LE16 9RX It was <b>RESOLVED</b> there is no objection.</div> <div><b><u>The following were noted:</u></b></div> <div><b><u>AWAITING DECISION</u></b></div> <div><div><div><b><u>2023/6008/FULL</u></b></div><div><b><u>And</u></b></div><div><b><u>2023/6525/LBC</u></b></div><div><b>LBC: Listed</b></div><div><b>Building Consent</b></div></div><div><div>Clipston Lodge 16 The Green</div><div>Clipston Northamptonshire</div><div>LE16 9RS</div></div><div><div>Single storey rear extension and erection of garden</div><div>outbuildings</div></div></div> <div><div><b><u>2023/6521/TPO</u></b></div><div>Sycamore House Naseby Road</div><div>Clipston LE16 9RZ</div></div> <div><div>Blue circle is a holm oak, a limb that has previously been pruned back has regrowth growing over a neighbouring house and communal road so looking to remove the branch to save it happening again. Red circle is a mature sycamore that has two off shoots from the trunk that have grown higher than the house and towards the house so would like to take them down to the base but leaving the rest of the tree.</div></div>



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	<b>AWAITING DECISION</b>				
	<a href="#">2023/6160/LBC</a>	The Old Manse 3 Chapel Lane Clipston West Northamptonshire LE16 9RL	Replacement of three windows.	26/06/2023	Pending
	<a href="#">2023/5950/FULL</a>	Harkwell 9 Pegs Lane Clipston Northamptonshire LE16 9SB	Demolition of Existing Dwelling and Erection of a Replacement Dwelling.	31/05/2023	Pending
	<b>DECISION</b>				
	<a href="#">2023/6585/TCA</a>	Avenue House 25 Kelmarsh Road Clipston LE16 9RX	Works to remove trees in the conservation area. <i>Resolved as no comment</i>	22/09/2023	Approved
	<a href="#">2023/5790/TCA</a>	Hornhill Farm The Green Clipston West Northamptonshire LE16 9RS	Tree A Ash -Fell. Tree B Ash - Fell Tree C Ash - Fell. Tree D Ash - Fell.	13/09/2023	Approved
	<p>To search, comment and view decisions:  <a href="https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application">https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application</a></p> <p>c) The land at Naseby Rd/Gold Street. Councillor Price has spent considerable time progressing the matter contacting the Planning Inspectorate. A written request has been made and the reply can take up to 40 working days. A second request was made and the Councillor was referred to their website quoting 6-9 month process. It was <b>RESOLVED</b> Councillor Price is drafting a new email and will forward the requests made to the Clerk and ask for Unitary Councillor Harris to assist. Noted the area although on private land is looking untidy for the village.</p> <p>d) To note grants available for Neighbourhood Development Plans up to £10k <a href="#">Grant Funding - Locality Neighbourhood Planning</a> – noted and review is not due.</p>				
<b>251/23</b>	<b>MATTERS ARISING AND OUTSTANDING FROM THE MEETING OF THE 2<sup>nd</sup> August 2023.</b>				
	<p>a) Land registry update and any actions for consideration regarding the Village Greens and The Pound. It was <b>RESOLVED</b> Councillor Price is to instruct the Solicitors to provide quotes. The Pound has no deeds but a Statement of Truth is to be prepared hopefully with help from residents with a history of the village.</p> <p>b) Environment Agency – Model update of the River Ise and flooding. – The Clerk is chasing a response as to when the information will be available on the model.</p> <p>c) Registering the pub as an Asset of Community Value. The application has been received and West Northants Council are experiencing delays dealing with this area of business. It was noted we are progressing the matter and the pub has now closed. Unitary Councillor Harris has also progressed for answer and confirmed delays due to staffing.</p> <p>d) Parking on the High Street - To note the clerk has contacted the school and nursery. A letter was received from the Headteacher and the school are taking appropriate action. The Chairman has spoken to the local PCSO, as has the school. It was reported the traffic situation has not yet improved monitor for the next meeting.</p>				



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	<p>e) Speed reduction schemes – i.e. Guilsborough – Coton 40mph speed limit. The Clerk contacted Guilsborough Parish Council and their scheme was put in place about five years ago -Coton/Ravensthorpe/Guilsborough. Coton are currently looking at a request within its village to reduce the 30mph, which is a different matter. The Council discussed the lack of Highways funding and it is not believe that Clipston will meet criteria and there is no footpath on the Kelmarsh Road. It was reported the Speed Limit Review Panel appear to be turning down such requests at present. It was <b>RESOLVED</b> the Clerk is to contact the Highways Liaison Officer and ask for advice.</p> <p>f) Flower bed maintenance on the Village Green. Councillor Alderson-Smith raised the matter of maintaining the village flower beds on The Green. The resident that has looked after the beds no longer wishes to do it anymore. The Parish Council to send thanks to the volunteer for caring for the flowerbeds for all this time it is greatly appreciated by all. Councillor Alderson-Smith has volunteered to take over this for the time being and requests for volunteers will be sent to Clipston Courier. The W.I. flowerbed by the bench is not included in this matter.</p> <p>g) It was <b>RESOLVED</b> for the Clerk to order a wreath for Remembrance Sunday from the representative in Naseby. The Chairman is to lay the wreath on Remembrance Sunday.</p>
252/23	<p><b>STREET LIGHTING</b></p> <p>a) Streetlight number 7 - E.On maintenance have quoted for heritage style shield £85.00 +VAT. Clerk has asked for image of the shield and how it will deflect light. – Noted we are awaiting the quote, it has been chased.</p> <p>b) Street light outages. No. 21 along Kelmarsh Road – Light has been checked and is in very poor condition and the whole installation is going to require replacing. To note the Parish Council are waiting for the costings from E.On to replace the column with a standard steel column and LED lantern and a Heritage Style more decorative type including installation. No.24 Chestnut Grove – new lamp unit required – Noted we are waiting a quote for this. It was <b>RESOLVED</b> to send a general letter requesting an update for all three jobs together as residents are also chasing resolution.</p> <p>c) Festive Lights – National Grid have sent a request to submit data for this year's licence. Clerk to complete based on last years response.</p>
253/23	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>To note latest consultations: See West Northants Consultation Hub: <a href="https://westnorthants.citizenspace.com/">https://westnorthants.citizenspace.com/</a></li> <li>Unitary Councillor Harris advised the draft West Northamptonshire Council Housing Allocation Scheme (which closed on 26<sup>th</sup> September for comment) will not affect the Clipston S109 agreement. The response was noted by the Council.</li> <li>September edition of the Town and Parish Briefing . It was noted and the interim bus services policy consultation closing on 12<sup>th</sup> November to be added to the next agenda.</li> <li>ERTA Voluntary Transport – Northampton-Market Harborough rail link public meeting Saturday 30th September 2023 from 2pm at The Northampton Quakers, NN1 3AS. Noted.</li> </ul>



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254/23	<b>VILLAGE MAINTENANCE</b>			
	<b>Date</b>	<b>REF</b>	<b>Issue</b>	<b>Status/Action</b>
	July 23	4802162	Dead tree top of Bassett Way	Case to be opened by Northants Highways
	August 23	New report required	Potholes Longhold Road/Naseby Road	Photos and pin points for fix my street required – AW to action data.
	March 23	4313946	Kelmarsh Road bends hedges. Reference : 4313946	Cutting these branches back within 26 weeks' time as from 20.07.23 – Noted and awaiting action.
	Oct 22	<del>3901102</del> new ref:EM1qfu86	Overgrown hedge at the Harborough Road – hidden light	Highways inspected, looked at incorrect light. They have since advised they have now reported overgrown hedge to BT due to the telegraph pole. Noted awaiting.
	Sept 23	101002766586	Harborough & Naseby Road – Leaves and debris on footpath	Request to clear fallen leaves on pavements made to cleansing team to attend. Jitty has been cleared but not clear who has carried out the work.
	August 23	WNC Highways direct	Over grown trees and hedge at The Paddocks	Highways response: 2764332 - overgrown vegetation / obscured sightline at Naseby Road / Gold St junction. This was initially raised on 02/06/2021 and closed, without action (we believe) on 21/03/2023. The job is no longer visible on our works management system. We are unable to find out why this was closed down with no action as the officer with responsibility is no longer with us. I can only apologise for this and we will raise this again on our system. Clerk progressed news.
	Sept 23		Overgrown Vegetation covering the street light Chapel Lane	Needs reporting to FixMyStreet
	Sept	4380757	overgrown vegetation / hedges at Gold St, Clipston	-Work was completed on 1st September and Highways supplied a photo – The PC reported the photo taken was of the opposite side of the road and not the reported issue. Clerk to update Highways.
<p>To report road or street problems contact <a href="http://FixMyStreet.northamptonshire.gov.uk">FixMyStreet (northamptonshire.gov.uk)</a></p> <p>It was <b>RESOLVED</b> that as some of the matters are aged requests, or cases appear to be closed without action, the PC will invite a Highways Representative to meet and walk around the village with Councillor Burnham and the Clerk to discuss the cases so that the issues are dealt with.</p> <p>It was also <b>RESOLVED</b> for Councillor Warren to write to the Clipston Courier to acknowledge the help of all the volunteers who look after various village maintenance projects around the village.</p>				
255/23	<b>FINANCE AND POLICIES</b> – It was <b>RESOLVED</b> to approve the following: <ul style="list-style-type: none"> <li>HSBC paper statements at 1<sup>st</sup> September 2023 £21,514.57. Unity Trust Bank awaiting transfer of funds from HSBC £20,000.00</li> <li>It was noted 2<sup>nd</sup> half of the precept is due to be received on Friday 29th September 2023.</li> </ul>			
a)	<ul style="list-style-type: none"> <li>Unity Bank and HSBC updates. Paying in book received for Unity Trust Bank. Cheque to transfer funds sent to Unity. – It was noted. It was <b>RESOLVED</b> the HSBC correspondence address will be updated to the Clerk's address to provide the Council with financial report. The Clerk/Signatories to gain access to online or telephone banking for live information and to be able to transfer funds internally/externally. The Clerk is to send information to Councillor Price who is a HSBC signatory and will visit HSBC and make the request.</li> <li>It was <b>RESOLVED</b> to approve the Notice of Conclusion of Audit and external audit feedback. Notice completed before 30<sup>th</sup> September 2023.</li> </ul>			



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b)	It was <b>RESOLVED</b> to approve the following payments for October 2023. The Clerk is to query with payroll HMRC payments. The HMRC payments are on hold so the Clerk can confirm correct figure for HMRC first. It was <b>RESOLVED</b> to continue with the Parish Online Mapping subscription.		
c)	<b>PC Expenditure September 2023</b>		
	Clerk salary October 2023	362.50	LGA 1972 (s112)
	<del>HMRC month 6</del>	<del>447.60</del>	LGA 1972 (s112)
	<del>HMRC month 5 (Sept chq 101388)</del>	<del>277.00</del>	LGA 1972 (s112)
	Clerk expenses ICO Data Protection Renewal Fee	40.00	LGA 1972 (s1112)
	Hugo Fox Website Monthly Fee (C Valentine expenses)	11.99	LGA 1972, section 142
	Parish Online Mapping 12 mths renewal inv: 34UC018-0005	72.00	Local Government Act 1972, s. 111
	Protheroes August fuel ref: FC 823115	87.99	Open Spaces At 1906
	PKF Littlejohn Audit Fee inv: SB20231915	252.00	Accounts and Audit Regulations 2015
		Total	826.48
d)	<b>To review the Parish Councils current financial position vs. budget for 2023 -2024</b> The Clerk provided an interim Bank reconciliation for the meeting using data up to 31.08.23 but limited on information without access to banking to provide accurate position and for in October in time for the meeting. Pending the update of the bank accounts and Clerk receiving current information, the Clerk will be able to provide a summary verses the budget for the November meeting.		
e)	<b>IT Website and email quotes.</b> Hugo Fox advise a monthly charge applies 4 <sup>th</sup> October 23 direct debit or card payment of £11.99. – It was noted the Clerk is paying for this and requires reimbursement. Quotes for new parish council compliant websites and .gov.uk email were considered but more information and time is required to consider along with the finances.		
256/23	<b>ANY OTHER BUSINESS</b> (for discussion only no items can become decisions) Report overgrown brambles over path – Chapel Lane. Kelmarsh road overgrown hedges – AW send photo Speed sign data for PC laptop – IM Village Signs – thanks Village Hall insurance  Next Meeting Wednesday 1st November 2023  Meeting closed at 21.10		