

Mawsley Parish Council
Minutes of the Parish Council Meeting held on 17th August 2015

Present: Cllr Littler; Cllr Sanders; Cllr Cope; Cllr White; Cllr Richards; Cllr Wilson; Diana MacCarthy (Clerk)

Members of the public present: Chris Davies; Cllr Hakewill; Cllr Moreton

15.08.1 Apologies for Absence:

Cllr Barnwell.

15.08.2 Declaration of Interests

None received

15.08.3 Allotted time for members of the public

Resident Chris Davies enquired as to the latest situation regarding the adoption of the roads. Cllr Hakewill said there was still some issue as regards the surface water flowing in to the reservoir. This needs to be resolved prior to the adoption, as the roads cannot be adopted until the sewers are adopted. Cllr White said that Kettering Borough Council had met with David Wilson Homes and identified various snagging issues, which David Wilson had agreed to rectify. The issue as regards the commuted sum (amount payable by David Wilson Homes to Kettering Borough Council for them to take over the maintenance) also remains outstanding.

Further he asked for clarification as regards replacement windows. Cllr Littler confirmed that the decision is made by the Borough Council and not the Parish council, we are only consultees. Cllr White confirmed that you can apply for a free constraints check to ascertain what you can and cannot do. He confirmed that he is continuing to try and liaise with Peter Chaplin at Kettering Borough Council to formulate a notice to advise villagers.

15.08.4 Minutes of the previous meeting

It was resolved to approve the Minutes of the meeting of 20th July 2015.

Proposed by Cllr Cope and Seconded by Cllr Richards.

It was noted that the issue relating to Tics was raised by a local resident, and not Cllr Sanders..

15.08.5 Matters arising from the Minutes

The Clerk confirmed she had spoken to Brendan Coleman at Kettering Borough Council (KBC) as regards the maintenance of the open space and it was confirmed that once adopted they would form part of a regular maintenance schedule. The Clerk had also spoken with Pia Bellamy (KBC) as regards correspondence received as not all correspondence expected was being received. Ms Bellamy is to contact all departments within the Council to ensure they had the correct contact details.

15.08.6 Accounts and Budgets

The following invoices were approved for payment

Paid to	In respect of	Amount
Clerk	Salary	£348.72
HMRC	Quarterly Tax	£254.00
TCAM	Room Hire	£30.00
Information	Data	£35.00

Commissioner	Protection Renewal	
SLCC Renewal	Membership	£103.00

It was Resolved that the payments are to be made in accordance with the Local Government Act 1982 and subsequent amendments

Proposed Cllr White

Seconded Cllr Cope

The Clerk had provided Councillors with an up to date budget sheet which is to be placed on the Council website.

The Clerk had circulated a copy of the report received from the external auditors. The Annual Return was approved and accepted by the Council.

Proposed Cllr Sanders

Seconded Cllr Cope

Review of Budget to date – Agreed to transfer £10000 from reserves to centre maintenance to cover the replacement fire doors.

Proposed Cllr Littler

Seconded Cllr Cope.

Audit review – The document has been prepared to explain more clearly the relationship between TCAM, MVA and ourselves and further to provide a rationale for our spending. The document has been approved by the working party and it was resolved to accept this. The document is to be placed on the website once approved by all parties and to be updated yearly.

Proposed by Cllr Cope

Seconded Cllr Richards

The Asset Register – This was reviewed and approved subject to the heating system at the Community Centre being added.

Pension. –The Clerk confirmed that the Council had received its staging date (in relation to automatic enrolment). The Clerk is to bring further information to the next council meeting, as regards the implication for the Council. Further the amount ring fenced for pension to date is to be shown on the budget sheet.

It was proposed to request the VAT back from TCAM for those items which were invoiced to TCAM. TCAM had incorrectly requested the gross figure from MPC via the grant application form.

Proposed Cllr Littler

Seconded Cllr Cope

15.08.7

Mawsley Interface with Kettering Borough Council

Cllr Sanders asked about the pub site as people had been seen viewing the site but Cllr Hakewill knew nothing of this. Cllr Cope suggested sending Mawley Taverns a letter regarding the state of the site, which had deteriorated since the last clear up. The Clerk is to prepare and send this. Cllr Hakewill confirmed he would make enquiries.

Proposed Cllr Cope

Seconded Cllr Richards.

Cllr White had spoken to Duncan Law at Kettering Borough Council. He confirmed he had met with DWH and that snagging issues had been agreed. Further that subject to the commuted sum they were happy to adopt.

With regards to the wall that breaks the footpath at the end of Birch Spinney, Cllr White confirmed that Michael Chester (Engineering Technician at Kettering Borough Council) has been instructed to cost out the process of removing this to join the path up.

Cllr Littler requested Cllr Hakewill and Cllr Moreton provide a more proactive stance in terms of supporting the Parish Council, as the Parish Councillors are doing more than they should. In particular the lack of response from Peter Chaplin (Planning at Kettering Borough Council) is very concerning.

Cllr Hakewill suggested adding Borough and County Councillor as a monthly agenda item to enable them to report back more regularly. The Clerk is to speak to NCALC as regards having a standing item on the Agenda.

Cllr Littler asked that they take the lead in respect of road adoption as a key priority. This was reiterated by Cllr Sanders.

Cllr Moreton requested that he is copied in to correspondence so that he is more aware of issues and concerns.

It was suggested that Cllr Moreton or Cllr Hakewill attend with Cllr Sanders when he meets with Trevor Rockley (Technical Director David Wilson Homes). Cllr Hakewill said they should not join in as they are not officers of the Council, and Cllr Littler said Cllr Sanders should meet with DWH as a member of the public and not as a Councillor. Cllr Hakewill suggested attending the rural forum (September 1st) to try and make the rural forum more beneficial.

15.08.8 The Adoption Process

Nothing except for those items already raised.

15.08.9 Community Fund

No applications received.

15.08.10 The Centre at Mawsley.

Fire Doors – Cllr Cope said doors had now been completed to the cost of £2277.85 inclusive of VAT, the net VAT amount will be withdrawn from reserves and transferred. Cllr Cope and Cllr Wilson had a meeting regarding these and one error was raised in that there was no finger guard on the meeting room door. This is to be rectified. Also a heavy iron weight had been placed on a door which contravenes fire requirements as all fire doors should be closed. Cllr Cope had emailed The Centre Manager to report this. The weight was removed but it was found to be there again this evening.

Risk Assessments – Discussed above under accounts and budgets.

Granting of assets – The annual landlords inspection is to be carried out in November to fall in with the budgetary process. A quarterly meeting is to be held with TCAM/MPC/MVA in which the audit response report is to be agreed, and a complete asset register for all parties is to be approved. The Clerk is to arrange the joint meeting in September. Issues to be raised are to be noted via an Agenda for example regular maintenance schedule. The gifting of assets is also to be discussed and reported back

Concerns around hygiene and disease and the risks with showers not being flushed were noted by Cllr Wilson. She also commended Cllr Cope for the work he had done as regards the fire doors. TCAM is to take more ownership so that the Parish Council is just cross checking and not carrying the work out.

15.08.11 Police matters

1 burglary other and 1 criminal damage. Cllr Hakewill said 38% of offences are due to insecure houses and cars.

15.08.12 Villager Issues

Bins – Cllr Sanders had spoken with the Clerk and agreed that we would not be seeking a grant as we are awaiting additional bins from Amanda McDade at Kettering Borough Council.

Safety issues at the exit of the village – Cllr Sanders was concerned with access from the village on to the c31 due to the overgrown path ways, which was making it difficult to view the road when pulling out. Cllr Sanders asked County Council to review this and to perhaps change the shape of the visual splays. Further he asked whether a path could be placed between Mawsley and Foxhall, Cllr Hakewill said this was very unlikely due to budgetary constraints. Cllr Sanders is to report the overgrown hedges to street doctor (Northamptonshire County Councils online fault reporting system) and also to add this to the newsletter.

15.08.13 Correspondence and clerks update

Crime Commissioners visit – The Clerk had drafted a letter which had been sent to Councillors for approval, noting our disappointment that the Crime Commissioner was now unable to visit..

HR Working Party update – The amended job description had been circulated for approval. Further the working party had suggested an increased yearly payment for home usage of £120.00, and that the Clerks stationery is to be reimbursed as per the contract. This was discussed and is to be carried forward to the September meeting.

15.08.14 Facebook/Council Website/Neighbourhood plan

FAQ on Facebook is on the Agenda for the MVA on Sunday, the issue is that you cannot pin a permanent section to Facebook via a mobile device. It is also difficult to find specific content on a mobile device.

Facebook – Cllr White still believes we should have our own Facebook page and not piggy back on to other websites. This is to be put on the backburner until Kettering Borough Council join the NN1 initiative which provides a planning portal online.

15.08.15 Planning matters

KET/2015/0603 – 8 Scholars Row – Two storey rear extension – no objection

KET/2015/0632 – 13 Long Breech – Single storey side extension, conversion of garage and loft conversion - no objection

KET/2015/0614 – 7 Long Breech - Conservatory - No objection

Neighbourhood planning – Cllr White confirmed that we are still at the questionnaire stage. We need to agree the wording of the questions to go in the questionnaire and this is to be added to the September Agenda.

15.08.16 Items for the newsletter and website

Cllr Littler felt that Tom’s article for the newsletter was felt to be too emotive. It was reviewed within the meeting and amended.

The meeting ended at 21.47

Signed:

Date:

12.10.5.1	RB	To investigate wording for declaration on walk way.	Still ongoing
12.12.13.1	RB	People March to be visited for advice on activities for young people within Mawsley	This is to be on an evening and Cllrs Cope and Richards are happy attend and report back.
14.4.7.1	PR	Open Space Plan	Cllr Richards to obtain AO copy – Cllr Hakewill is to send Phase 1 adoption plan to Cllr Richards
14.4.7.3	KW	Article 4 area and glazing issues	Cllr White to prepare a guide in liaison with Kettering Borough Council
14.4.7.4	BC	Licence to Occupy	Await completion by Kettering Borough Council – Clerk to chase legal services.
15.6.6.1	BL	To review the asset register. Cllr Littler had spoken with NCALC who confirmed	Cllr Littler to obtain asset register from TCAM and MVA to formulate a register

		that there is nothing to stop us from gifting items to TCAM, they do not need to remain in our ownership if we have purchased them.	containing all three parties
15.6.12.1	PR	Quotes to be obtained for outdoor fitness equipment. To be added to August Agenda.	Cllr Richards is going to two companies for quotes
15.6.12.2	PR	Designs to be acquired for village entrance	Looking at how many signs are required and whether they should be in the Centre of the village or at the entrance. Cllr Richards to review and report back at the October meeting.
15.6.12.3	BL	To confirm return of items from Cricket Club	Ongoing
15.7.10.2	BL	To report back to full Council as regards a proposed new working party to look at Centre expansion.	To be covered at next TCAM board meeting
15.7.6.2	BL	To write an article for the newsletter as regards applying for a Community grant, and the Best Village competition.	To do
15.8.6.1	Clerk	To obtain information as regards the Clerks' pension	
15.8.6.2	Clerk	To transfer £10,000 from general reserves to centre maintenance for fire doors	
15.8.6.3	Clerk	To request the VAT element back from TCAM	
15.8.7.1	Clerk	To send letter to Mawsley Taverns as regards the state of the pub site	
15.8.7.2	Clerk	To obtain advice as regards standing items on the Agenda	
15.8.10	Clerk	To arrange a joint meeting with TCAM and MVA in September	
15.8.13	Clerk	To send letter to Crime Commissioner noting our disappointment	