

**Minutes of the Meeting of Ashton Parish Council
held on Wednesday 14th January 2015 at 7.15 p.m. at Ashton Primary School**

Present: Cllrs Turvey (Chairman), Lemon, Day, Gardiner, Johnson

Clerk : John Marshall

6 members of the public, PCSO Cooksammy; NCC Cllr Allen Walker unable to attend due to ill-health.

- 136. Public session:** **Action**
PCSO Cooksammy advised that there has been a significant increase recently in reported crimes, particularly attempted breaks-in to and theft from outbuildings. A resident reported on a meeting with Andy D'Arcy of SNC Planning attended by members of the Neighbourhood Planning (NHP) Group and Dis Cllr Wilson. SNC is apparently about to issue guidance on NHP but the interim advice provided to the Group by Andy D'Arcy was that, given the costs involved and the fact that Ashton is not classed by SNC as a 'sustainable development' for future development a NH Plan for Ashton is probably not worthwhile. However, as a result of experiences with the development of NHPs elsewhere in the District he also advised that the PC should be properly represented on and closely involved in the further work of the NHP Group and in particular, that any survey or questionnaire intended to be circulated to glean information on the future wishes of residents should be carried out under the auspices of the Council.
- 137. Declarations of interest:**
Cllr Lemon, Hut Land; Cllr Day, Recreation field grass cutting.
- 138. Apologies for absence:**
Cllrs Green (ill-health), Beber (prior engagement)
- 139. Approval of Minutes of last Meeting:**
The Council resolved to accept the Minutes of the meeting of 10th December 2014.
- 140. Matters arising from the Minutes and Clerk's Report:**
The Clerk's Report had been circulated previously; there were no questions and discussion was deferred on those issues that arose later in the Agenda.
- 141. Planning:**
- i. New Applications**
S/2014/2505/FUL, 29 Hartwell Roadl; after discussion, the Council resolved its response to be 'no objections' but in the light of the recent history of flooding in this part of the village, to comment in respect of concerns over the risk of flooding due to the proximity of the proposed property to the stream and the now constantly raised water level in the stream below the culvert due to silting up.
 - ii. Update on existing Applications**
S/2014/2138/FUL, new dwelling at 15 Roade Hill and S/2014/2205/LBC, Old Manor Farm House have both been approved.
 - iii. Other planning matters**
None.
- 142. Finance:**
- i. Financial Report:**
The Clerk reported the financial situation as follows;
Cash at bank at 31st December 2014 £15,445.01
this sum includes 'ring fenced' funds as follows;
i. residue of Roade Wind Farm / APA transferred funds for play equipment £4,320
ii. election contingency funds £ 750

The Clerk further reported that a claim for £1405.64 representing the refund of VAT for 2014 has been submitted. Once received, the sum of £1050, relating to the VAT on play equipment purchase will be added to the ring fenced play equipment pot.

ii. Receipts and Bills for Payment:

Receipts

Date	Payee	For	Amount
			Nil

Payments

The Council resolved to approve the following payments;

	Cheque	Payee	For	Amount	VAT
16.12.14	689	Playquest Adventure Play	Swings	6,300	1,050
23.12.14	DD	1 and 1 Internet	Domain name and hosting	71.86	
29.12.14	DD	Gerald Eve	Lease	125.00	
14.01.15	690	Barbara Osborne	Payroll services	45.00	
14.01.15	691	Northants CALC	Training course	39.00	
14.01.15	692	Post Office Ltd	HMRC/PAYE	48.20	
14.01.15	693	W J M Marshall	Salary + exes for Dec	243.32	
14.01.15	694	e.on	Street light electricity	142.20	6.77
14.01.15	695	Broker Network Ltd	Amended insurance premium	25.00	

143. Other issues:

i. Footpaths

Cllr Turvey reported that due to the recent wet weather, he had not walked any paths.

ii. Highways issues

The Street Doctor response regarding the condition of the roadway in front of 21 and 23 Roade Hill, that a work order had been raised was noted.

It was reported that the overgrown hedge at 3 Cook's Close had been cut.

The Council also noted NCC Highways (Helen Howard's) response to the pedestrian safety issue at the Hartwell Road railway tunnel; she will consider whether additional signage is required and whether road painting of pedestrian walkways either side of the carriageway through the tunnel can be carried out.

iii. Neighbourhood / Parish Planning

The earlier report from a resident was noted.

iv. Neighbourhood Watch

Cllr Johnson had previously circulated the Police report, details of which were reinforced by PCSO Cooksammy.

v. Annual Review and (re)adoption of Council Policies and procedures

The Clerk reported that he had carried out the annual review of 3 of the Council's core policies and procedures, viz the Financial and Management Risk Assessment, the Financial Controls and Internal Audit Procedures and the Asset Register. These had been circulated to all Cllrs prior to the meeting.

The Financial and Management Risk Assessment had been amended and extended by the addition of a Health and Safety Risk Assessment, primarily to take account of the play equipment.

The Financial Controls and Internal Audit Procedures required only minor changes and remained fit for purpose.

The Asset Register had been updated to take account of the play equipment and the recent purchase of flower planters and the shed for the Hut Land. This had

necessitated an amendment to the insurance policy, with total cover now increased to £52,526.31 and a consequent administrative charge by the brokers Came & Co, of £25. The Council resolved unanimously to adopt the 3 policies together with the amended insurance schedule *en bloc*.

The Clerk then introduced the proposed arrangements for the weekly inspection of the play equipment that is a requirement of our insurance. An inspection report form, circulated to Cllrs has been produced and Cllrs agreed to carry out the necessary weekly checks and completion of the report form on a monthly rota, to run from meeting to meeting. The initial rota was agreed as follows;

14 Jan – 11 February	Cllr Johnson
11 Feb – 11 March	Cllr Gardiner
11 March – 08 April	Cllr Lemon
08 April – 13 May	Cllr Day

Completed forms will be brought to the monthly meeting, to be deposited with the Clerk for safe keeping. The Clerk will arrange for the necessary annual safety inspection by a Registered Playground Safety Inspector next December and will also carry out and record a monthly check of street furniture when posting Agendas.

Cllrs

Clerk

vi. Grants update

The Clerk reported that following a conversation with Susan Bland of GUHP, she is content for the Council to arrange installation of the footway on the south side of Stoke Road Green prior to completion of the transfer of ownership of the Green. Following a discussion on suitable contractors to carry out the work, the Clerk was asked to contact a local contractor who had previously quoted with a view to obtaining an updated quote.

Clerk

The Clerk advised that it was appropriate for the Council to now advertise the next round of funding from the Wind Farm Community Fund and invite suggestions from residents and bids from eligible village organisations, including St Michael's PCC. The Clerk to prepare a note for distribution via the village e-mail network and inclusion in the AVN.

Clerk

Cllr Lemon raised the possibility of carrying out improvements to the narrow footway on the north side of Stoke Road at the blind bend at the western end of the village. Land owners have indicated their willingness to provide land to facilitate widening of the footway. After discussion, because of the perceived legal and practical issues that might arise from such a scheme, it was agreed to raise the proposal with Helen Howard of NCC Highways at her next village walkabout.

Clerk

144. Correspondence requiring a response or a decision:

The Clerk read an e-mail received from a resident raising concerns over delays experienced with the 33 bus service. After discussion, the Clerk was asked to write to the resident suggesting that fuller data in the form of a diary would be required before the Council could consider taking up the matter with the County Council and / or service operator.

Clerk

145. Items for next meeting:

None. Apologies in advance were submitted by Cllr Turvey.

Cllr Turvey closed the meeting at 8.45 pm.

Date of next meeting:

Wednesday 11th February 2015 at 7.15pm