

## Overthorpe Parish Council

Minutes of a meeting of Overthorpe Parish Council held via **zoom video conferencing** on **Monday 12<sup>th</sup> October 2020** at **7pm**.

Present: Cllr S Baylis, Cllr R Hawkins, Cllr P Cavanagh, Cllr R Randall, Clerk.

In attendance: None.

**10) Apologies** – District Cllr Furniss.

**11) Co-option of new councillor due to the resignation of Martin Holt** – There has not been a request for an election so the Parish Council (PC) may co-opt a new councillor. Currently there have not been any applications to join the PC. **Clerk to send vacancy advert out to those on the website mailing list. Cllr Baylis to put an advert out on What's App. Cllr Cavanagh to include advert in newsletter.**

**12) Declaration of interests on items on the agenda** – None.

**13) Public Participation session** – None.

**14) To approve the minutes of the meeting held on 22/06/20** – The minutes were proposed, agreed and duly signed.

**15) Matters arising**

- a) **Litter picking** – The socially distanced litter picking event went well with around 12-14 volunteers.
- b) **Parish newsletter** – Cllr Cavanagh will put together a newsletter to be published and distributed. **Cllrs to send items for inclusion in the newsletter to Cllr Cavanagh.**
- c) **Improving communication with parishioners via WhatsApp and e-mail** – The website mailing only goes to around 50% of parishioners and of those only 75% open the e-mails. The local WhatsApp group has around 50% of parishioners signed up although some of these are also on the website mailing list so in total around 60% of parishioners see the PC communications. It was agreed that in order to get meaningful feedback from parishioners the PC need to aim to have everyone in the village signed up to receive notifications in some way. **Cllr Cavanagh to create an additional front page for the newsletter which provides details of how to sign up to the mailing lists to be delivered only to the properties that are not already signed up.**
- d) **Possible broadband provision** – Cllr Randall has been in discussions with a number of parishioners to obtain benchmark data of bandwidth performances throughout the village. There are significant variations from 12mbps to 85mbps. Some of these variations are due to property location in relation to the Openreach cabinet but there are also variances in relation to cabling used and what level of broadband package parishioners are signed up to. Cllr Randall has registered with the Community Fibre Partnership so Openreach now have to give the PC an indicative proposal and the community will then need to decide if they are willing to fund the gap between the cost and the government vouchers available. **Cllr Randall will continue working on this and will bring back more information when it is available.**
- e) **Request from parishioner to plant bulbs in verges at entrances to village** – After some discussion it was agreed that bulbs can be planted in the verge at the top of the village but they must be early flowering bulbs as the PC can't control when NCC cut the verges so there is a possibility that the flowers will be cut but early flowering types would be more likely to have died back before NCC start their grass cutting for the year. **Clerk to inform parishioner.**
- f) **Warkworth Church** – The Church Warden has written to the PC advising that the congregation has now dwindled to such low levels that if it gets any lower the Church may have to close so she wondered if there is any way the PC can help with communication to parishioners about Church events. It was agreed that notices could be put in the PC newsletter, on the PC website, and the Church Warden could join the village WhatsApp group to share information about events. **Cllr Baylis to respond to Church Warden.**
- g) **Website maintenance** – The website provider has not completed the relevant updates despite the clerk chasing them twice. After chasing them for a third time today they have advised that the updates would be completed by the end of the day. **Cllr Baylis will check the website to ensure this has been completed.**

**16) Vehicle Activated Sign (VAS) – To consider the best location for the VAS and the possibility of purchasing a new VAS** – The current VAS requires regular changes of batteries and the batteries are now at the point where they will not hold charge. It is a dangerous location for regular changing of batteries and due to the need to slow down to drive around that corner it is thought that the VAS may not be providing much impact. It was agreed that it would be beneficial to relocate the VAS but due to the age of the current device it may be better to purchase a new solar powered device which will reduce the frequency of battery changes. A solar powered device would cost around £3500. Suggested locations were in the middle of the village where most speeding seems to be taking place, or to the right of the crossroads at the top of the village as the speed of traffic travelling on that road is the main cause of the danger when pulling out at the crossroads. Portable speed signs can be hired that would also provide data showing traffic movements. It was felt that this would be useful information when HS2 next create a diversion that increases traffic through Overthorpe and it would help to understand if a device in the middle of the village would be likely to have enough of an impact to justify the spend. It was proposed and agreed that **Cllr Baylis to contact HS2 to find out when they will next be putting in roadworks that are likely to cause diversions through Overthorpe. Cllr Hawkins to arrange for the hire of a portable sign for a week during the time period of HS2 diversions at a cost of up to £500.**

**17) Highways issues**

- a) **Submission of proposal for 40mph speed limit on Warkworth Lane** – Helen Howard (Highways) has advised that due to COVID-19 no meeting has taken place so they are no further along with this. **Clerk to chase Helen again to see if they have now had virtual meetings. Cllr Cavanagh to include update on this request in newsletter.**
- b) **S106 grant options** – Helen Howard has still not got back to the PC to arrange a meeting. The PC agreed that they are very concerned about the time passing with COVID given as the reason for not being able to discuss this. As it is unknown how long COVID-19 will be around there is a real risk of the monies being lost to the developers which would not be in the best interests of the parish. The PC would like a virtual meeting with Helen Howard asap if she is not able to meet on site. **Clerk to contact Helen again requesting a virtual meeting, copying in the County Councillor (Rebecca Breese) and the local MP (Andrea Leadsom).**
- c) **Traffic surveys including plans for Speedwatch** – Last week a Cllr completed a survey of traffic in the village and found that traffic volumes are lighter than they have ever been. It was agreed that it is unlikely that the traffic volumes are considered high enough for any request for enforcement of the TRO to be taken seriously and any action taken requesting enforcement of the TRO by the Police and NCC is more likely to create the risk of the TRO being removed as has happened previously. The majority of road users do appear to abide by the TRO and drive around the village through Warkworth, partially because it is easier to go that way. **It was agreed that Cllr Baylis should publish the results of that survey on WhatsApp and in newsletter along with details of the council's stance in relation to what action they can take in relation to the TRO.** Due to COVID-19 the Speedwatch scheme has been put on hold as they cannot run the relevant training courses. They will look to running these again when possible which may be next year.
- d) **Proposal to request new signage in the village to help road users** – Cllr Baylis spoke to someone in a pick up truck about why he was driving through the village and he stated that it is ok because he is less than 7.5 tonnes. This suggests that the signs at either end of the village are not clear enough and it may be better to make the signs more explicit, for example 'All motorised vehicles prohibited – Access Only'. It was agreed that the **Clerk should contact Helen Howard to make this request.**
- e) **To consider next steps on the crossroads to improve visibility** – The visibility has improved significantly with the removal of the tree. It could be made better if the fence were moved back slightly and the hedge trimmed back. Highways are the organisation who should make this request to the farmer if they agree that it is an appropriate request. Last time these issues were discussed with Helen Howard she advised that as there have not been any reports of accidents or near misses it is not a priority area. It was agreed that as the councillors do not know where to report near misses to get these logged it is unlikely that parishioners would know where to report this, hence the lack of reports. **Clerk to contact Helen Howard to ask where these reports should be made and to suggest that the fence and hedge being moved back would improve road users safety.**

**18) Planning Applications received by South Northants Council**

**S/2020/1229/FUL and S/2020/1230/LBC – Beech House, Overthorpe Road.** Conversion and extension of outbuilding to a hobby room including art studio, art gallery and yoga classes. **Overthorpe Parish Council OBJECT to this application for the following reasons:**

- The property is residential in nature and any intensification of business use would increase through traffic on an already restricted access only road.
- The roadside parking and entrance to Beech House is obscured by the bend, leading to an increased risk of accidents.
- The Parish Council consider this significant over-development of the site. The proposed extension to the existing barn (south and east elevations) would be less than 8 metres from neighbouring property (Pathend) and the outside area will be within 4 metres. On the west elevation the barn (as existing) is within 4 metres the other neighbouring property (Bradstones) but the proposed extension will not be any nearer. (Response made using delegated powers). **Application Withdrawn.**

**S/2020/1434/TCA – The Grange, Overthorpe Road.** T1-Lawsons Cypress - Fell T2 -Holly tree – Fell. **Overthorpe Parish Council have no objections to this application but would ask that, where possible, the applicant be encouraged to plant replacement trees.** (Response made using delegated powers).

**S/2020/1481/TCA – Bromley Cottage, Overthorpe Road.** Norwegian Spruce – Fell. **For information only – no response required.**

**S/2020/1537/FUL - Castle Farm, Overthorpe Road.** Remove sheep wire fencing on garden south side, and replace with estate fencing painted black. **No objections.** (Response made using delegated powers).

## 19) Finance

- Approval of the bank statement balances as at 06.10.20 of £694.96 and £21,957.84 – Cllr Hawkins confirmed that the balances stated are correct.
- To confirm completion of the second quarterly (Jul to Sep) financial check – Cllr Hawkins confirmed that the check has been completed and all was found to be in order.
- Proposal to make a donation of £350 to Warkworth Church – This donation is included in the budget for 2020-21 so the PC confirmed that they would like the **clerk to organise payment asap.**
- Proposal to reimburse the costs of printing (£56.08) for the recent 'Make Overthorpe a wildlife-friendly village' competition – Proposed and agreed. **Clerk to organise payment asap.**
- To note payments made since last meeting under delegated powers: Proposed and agreed.

19.06.20	ICO	Data protection Fee	£35.00
26.06.20	E-on	Streetlighting May	£15.36
26.06.20	JRB Enterprise Ltd	Dog waste bags	£70.20
26.06.20	DKM Garden Services	Verge cutting 12/06	£60.00
26.06.20	Kirsty Buttle	June salary	£135.83
26.06.20	HMRC	June tax	£33.80
29.06.20	NEST	Jun pension contribution	£15.05
01.07.20	Royal British Legion	Poppy wreath for Nov 19	£34.00
03.08.20	SNAST	Annual subscription	£20.00
03.08.20	E-on	Streetlighting June	£14.87
03.08.20	Kirsty Buttle	July salary	£135.63
03.08.20	HMRC	July tax	£34.00
05.08.20	NEST	July pension	£15.05
12.08.20	E-on	Streetlighting July	£15.36
12.08.20	Kirsty Buttle	August salary	£135.63
12.08.20	HMRC	August tax	£34.00
28.08.20	NEST	August pension	£15.05
29.09.20	E-on	Streetlighting August	£15.36
29.09.20	Margaret Stead	Expenses re flower troughs	£15.48
29.09.20	Kirsty Buttle	September salary and back pay to Apr	£155.77

29.09.20	HMRC	September tax	£39.40
01.10.20	NEST	September pension	£17.49

f) To note receipts received since the last meeting: Noted.

09.07.20	Lloyds	Interest	£0.80
10.08.20	Lloyds	Interest	£0.68
09.09.20	Lloyds	Interest	£0.16
14.09.20	SNC	Precept	£3,904.50

g) To approve payment of the following invoices: Proposed and agreed.

Simon Baylis	Domain renewal	£22.97
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**20) To approve the following documents:**

- a) Risk Assessment – Proposed and agreed.
- b) Financial Regulations – Proposed and agreed.

**21) Items for next meeting to be held on 14<sup>th</sup> December 2020 – Budget for 2021-22**

Meeting closed @ 8:35pm

Signed..... Date.....