

## Overthorpe Parish Council

Minutes of a meeting of Overthorpe Parish Council held via **zoom video conferencing** on **Monday 15<sup>th</sup> March 2021** at 7pm.

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

In attendance:

**34) Apologies** - District Cllr V Furniss.

**35) Co-option of new councillor** – No applications have been received. Formal elections will be held in May so there may not need to be any co-options depending on how many people apply to be elected.

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

**37) Public Participation session** - None.

**38) To approve the minutes of the meeting held on 14.12.20** – The minutes were proposed, agreed and duly signed.

### **39) Matters arising**

- a) Improving communication with parishioners via WhatsApp and e-mail – The newsletter was sent out asking that those who are not already on the electronic mailing list to sign up but there have not been any new registrations. There has been an additional sign up to the WhatsApp group.
- b) Census Engagement – The information provided by the Office for National Statistics has been put on the website. All households have been sent letters providing details of how they can complete their census information this year.
- c) Proposal to contribute to costs of “21 in 21” tree planting campaign for Overthorpe – provision £125 – The funding will cover the cost of a £50 prize and costs of printing/publicity etc. Proposed and agreed.
- d) Replacement or removal of notice board located in Chetwode – The condition of the noticeboard is deteriorating. It was agreed that the noticeboard is not well used so it should be removed when it is no longer fit for purpose. A notice will be placed on the noticeboard advising that the intention is to remove the board to allow any parishioners who find the noticeboard a useful source of information to let the PC know so the decision can be reconsidered.
- e) Police Liaison Representative – It was unclear what the difference is between this and the neighbourhood watch co-ordinator role. Cllr Cavanagh to speak to the Neighbourhood Watch co-ordinator about this role.
- f) Elections 2021 – The nomination forms need to be submitted to South Northants Council (SNC) no later than 4pm on 8<sup>th</sup> April 2021. The Clerk has an appointment on 31<sup>st</sup> March to hand deliver nomination forms to SNC on behalf of any applicants. **Anyone who would like the Clerk to submit their papers should inform the clerk asap and ensure the papers have been through the pre-checking process and passed on to the clerk no later than 30<sup>th</sup> March 2021.**

**40) Broadband Provision** – Proposal to contribute to costs of establishing and maintaining Community Interest Company (CIC) for purpose of contracting with Openreach for installation of FTTP - £500 provision – Proposed and agreed. The CIC will have 3 directors - Liz Parnell, Richard Randall and Hugh Dicerson. Liz Parnell will set up the CIC. It was agreed that the **clerk should make the relevant payments to the CIC up to a total of £500 on receipt of requests for funds from the CIC.**

**41) Vehicle Activated Sign (VAS) update including removal of the broken sign** – The sign near Chetwode is no longer working and cannot be repaired. It was agreed that the sign should be removed and disposed of. **Cllr Hawkins to arrange removal and disposal. Clerk to remove VAS from Asset Register.** A discussion about whether a replacement sign should be purchased, either for the same location or another location within the village, should be held at a later date when the meeting with Helen Howard at Highways has taken place as options for traffic calming may be suggested in that meeting that could negate any benefit of another VAS.

#### 42) Highways issues - Updates

- a) S106 grant options – Meeting with Helen Howard – A meeting has been arranged for 20<sup>th</sup> April. It was noted that someone is regularly vandalising the signs giving information about the TRO and it was agreed that this should be raised with Helen Howard at that meeting.
- b) 20mph Advisory Speed Limit Pilot – SNC have advised that they are going to trial an advisory 20mph speed limit in two parishes and will then consider taking the same approach in other parishes depending on the success of the trial. The councillors agreed that Overthorpe would like to take part in this scheme as soon as it is available to Overthorpe. **Clerk to register Overthorpe PC's interest in taking part in the scheme when possible.**

#### 43) Planning Applications received by South Northants Council

**S/2021/0083/FUL - Westminster Security Systems Ltd, Westminster House, Blacklocks Hill, Overthorpe.** Proposed storage building. **No objections.** (Response made using delegated powers).

**S/2021/0221/TCA – St Brides, Overthorpe Road, Overthorpe.** Fell one Salix sp. tree in corner of garden. The tree is leaning over the neighbour's building, mis-shapen and of no amenity value and risks damaging both the neighbour's wall and the adjacent building. Proposed work is on the advice of a tree surgeon. We propose replacing with a smaller variety planted further from the boundary. **No objections.** (Response made using delegated powers).

**S/2021/0249/TCA - The Firs Overthorpe Road Overthorpe.** Fell 4 x leylandii trees in a row. Potential to cause damage to neighbouring property. **No objections.** (Response made using delegated powers).

#### Planning decisions received from South Northants Council

**S/2020/1694/OUT - Land between Hill House and Chetwode, Overthorpe.** **Approved**

**S/2020/2049/LBC – Beech House, Overthorpe Road, Overthorpe.** Listed building consent for the removal of existing windows to house and replacement with conservation DG windows. Raking out all existing mortar pointing which is mostly cement based. Some of the stone work is badly spalled and needs replacing. It is not known if any of the oak lintels above the windows will need replacing but where possible every effort will be made to restore and retain them. Repoint using a lime only mortar. **Approved.**

#### 44) Finance

- a) Approval of the bank statement balances as at 09.03.21 of £15.32 and £20,708.88 – Cllr Hawkins confirmed that the balances stated are correct.
- b) To receive quotes received for parish insurance (Zurich - £307.01 pa in 5 yr agreement, Hiscox - £416.14 pa in 3 yr agreement, BHIB - £375.86 pa 1 yr agreement) and agree which provider to instruct – Proposed and agreed to renew with Zurich on a 5 year agreement. **Clerk to arrange renewal.**
- c) Confirmation of completion of the third quarterly (Oct to Dec) financial check – Cllr Hawkins confirmed that the check has taken place and all was found to be in order.
- d) Proposal to increase the clerk's salary by 1 SCP as at 1st April 2021 resulting in SCP 23 – Proposed and agreed.
- e) To note payments made since last meeting under delegated powers: Proposed and agreed.

23.12.20	E-on	Streetlighting November	£14.87
23.12.20	Kirsty Buttle	Salary December	£139.23
23.12.20	HMRC	Tax December	£35.00
31.12.20	NEST	December pension	£15.45
28.01.21	E-on	Replaced Photocell	£28.16
28.01.21	E-on	Streetlighting Dec	£15.36
28.01.21	Kirsty Buttle	Salary January	£139.43
28.01.21	HMRC	Tax January	£34.80
02.02.21	NEST	Pension January	£15.45
25.02.21	E-on	Streetlighting Jan	£15.36
25.02.21	Kirsty Buttle	Salary February	£139.43

25.02.21	HMRC	Tax February	£34.80
02.03.21	NEST	Pension February	£15.45

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

09.12.20	Lloyds	Interest	£0.18
11.01.21	Lloyds	Interest	£0.19
09.02.21	Lloyds	Interest	£0.17
09.03.21	Lloyds	Interest	£0.16

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

E-on	Streetlighting February 21	£13.88
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**45. Planning for future meetings taking account of Parish Council legal requirements and Coronavirus restrictions** – Currently the laws relating to timing of the May Parish Council meeting in a year of an election and the coronavirus restrictions are not compatible. It is hoped that the government will soon announce an extension of the rules allowing electronic meetings to resolve this issue but at the moment Parish Councils are not being offered any alternative solutions if this extension is not made. It was agreed that the plans for a meeting on 17<sup>th</sup> May for both the Annual Parish Meeting (7pm) and Annual Meeting of the Parish Council (7:30pm) will continue and if the government do not make any changes to support Parish Councils by the middle of May the plans will be reconsidered with the possibility of holding the Annual Parish Meeting at the end of April.

**Meeting closed @ 8:04pm**

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