GRANGE PARK PARISH COUNCIL

Community Centre, School Lane Grange Park, Northampton NN4 5FZ

Parish Council: 01604 702938

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 2nd FEBRUARY 2017 AT THE COMMUNITY CENTRE, GRANGE PARK.

Present: Cllrs M Smith (Ch), J Davies (V.ch) M Aluko, A Huddart, K Clarke, D Harris, C Fry, A Millerchip and A Walker

Attending: Mrs T Sampson (Parish Clerk),

17/18 Public Questions

Grange Park Scout Group joined the meeting to discuss the 'Keep Grange Park Tidy Campaign' The Parish Council fully supported the campaign and offered the following:

- Use of the Main Hall and Café/Bar on Sunday 23rd April 2017 from 2pm-4pm.
- Borrow the Parishes Litter Picking Equipment.
- To put some posters on the noticeboards around the Parish.

A local resident from Richmond joined the meeting to discuss the issues with parking outside of Richmond Homes and more importantly on the brow of the Bridge causing cars exiting Grange Park limited visibility.

It was also noted that the path way running outside of Richmond Homes along Grange Valley Greenway needs some remedial work as there are numerous potholes and a crack.

The Parish Clerk was asked to consider the matter and report back at the next meeting. Action: Parish Clerk

17/19 County/District Councillors Report

19.1 On behalf of the Parish Council, the Chairman congratulated County Councillor Michael Clarke on receiving his BEM (British Empire Medal).

It was also noted that County Councillor Michael Clarke is currently out canvassing around Grange Park due to the forthcoming County Council elections which will be held on the 4th May 2017. The issues that were raised are drugs, litter etc. The Parish Council need to encourage residents to phone through any issues on 101 and log complaints.

County Councillor Michael Clarke also reported that the Police Commissioner has received a 2-million-pound investment and will allocate these funds and recruit 46 new frontline police officers. A 5 year Police Crime Plan has been produced and further details can be found by visiting http://www.northantspcc.org.uk/

The Chairman asked if highways could purchase some Weight Limit and Lorry Free Zones signs as it had been noted that articulated lorries are coming into the estate (obviously lost) and find it difficult to reverse. The Parish Clerk was asked to liaise with the Helen Howard at County Council.

Action: Parish Clerk/Cllr M Clarke

More details on County Council issues can be found when visiting the following website. https://www.google.co.uk/?gws_rd=ssl#q=northampton+county+council+&*

- 19.2 District Councillor A Grant gave a verbal report on the following:
 - Inspectors have visited the roundabouts at Junction 15 to identified the need to clear them up
 - SNC Officers will be writing to the Parish Council inviting them to attend a meeting on the Draft Local Plan.

District A Sadygov was unable to make the meeting but he sent a report on how to calculate tax base figures for our budget 2017/18. This report was circulated via email to all Councillors.

17/20 Apologies for Absence

20.1 Due to work commitments the following apologies were received and accepted: Parish Councillors S Allen and N Stansfield.

17/21 Declaration of Members Interest

21.1 Cllrs M Smith and A Walker declared an interest in any matters relating to the Allotments at Lark Lane.

17/22 Minutes of the Council Meeting on the 12th January 2017

- 22.1 The Parish Council agreed and approved the minutes of the Parish Council meeting dated 12th January 2017 and the Chairman signed them as a true record.
- 22.2 No matter arising.

17/23 Chairman's Report

23.1 No report as all matters are covered on the agenda.

17/24 Parish Clerk's Report

- 24.1 No report as all matters are covered on the agenda.
- 24.2 It was noted that a 'Flying Start Course' has been booked for Monday 27th February from 7-9pm at Foxfield's Boardroom.
- 24.3 The Parish Clerk informed the meeting that an internal audit is scheduled to take place on Wednesday 8th May (am only) and that the Parish Office would be closed during this time.

17/25 Finance

- 25.1 The Parish Council approved the accounts that had been circulated to all Councillors prior to the meeting (Hardcopies were available at the meeting).
- 25.2 It was noted that our External Auditor will change in 2018 from BDO to PKF littlejohn
- 25.3 It was noted that an Internal Audit is scheduled for 8th February 2017. A report will be circulated.
- 25.4 A copy of the asset register will be circulated to all Councillors via email.
- 25.5 It was approved and agreed that all internal control checks had been done up until December 16. This checks had been signed as a true record by the Chairman and another Parish Councillor
- 25.6 The Parish Councillors requested copies of the Financial Regulations to be circulated again identifying the changes. The Parish Clerk was asked to put it on the agenda for the next meeting where approval will be sought.
- 25.7 The Parish Councillors requested copies of the Financial Risk Assessment to be circulated again identifying the changes. The Parish Clerk was asked to put it on the agenda for the next meeting where approval will be sought.

17/26 Planning, Highways and Transportation

- 26.1 No planning application were received.
 - It was noted that although a list of planning applications have been put on the following website http://snc.planning-register.co.uk/ that we would wait until a hardcopy of the application is received and then respond accordingly.
- 26.2 No planning approval or refusal decision notices were received.
- 26.3 It was noted that we would arrange a meeting with NCC to discuss the rules/regulations and cost of purchasing some mobile activated signs. The Parish Clerk was asked to organise this.

 Action: Parish Clerk

- Cllr A Huddart and Cllr Smith updated the Council on the meeting they attended at Wootton Parish Council regarding proposed development in the Draft Local Plan. At the Wootton Parish Meeting it was agreed to appoint two representatives to join an Executive Committee which will be administered by Wootton Parish Council. The purpose of this Committee is to oppose the two reserve developments sites contained within SNC's local Plan Part 2. Obviously, this Committee won't be given any power but combining the Parish Council's together may result in a united force being successful in stopping these proposals.
- After a brief discussion, the meeting decided to ask District Councillor a Grant to organise a meeting with an Officer from SNC to discuss the Draft Local Plan in detail before they decide on the above.

Action: District Councillor A Grant

The Parish Council considered the Community Governance Scheme/Report and had no comments to make.

The Parish Clerk was asked to email SNC our comments.

Action: Parish Clerk

17/27 Community Centre, Foxfield & Bowling Green

- 27.1 Cllr A Huddart gave on report on the following Café/Bar activities:
 - A Financial Profit and Loss report was circulated with associated graphs.
 - A list of themed days and proposed schedule of events
 - Half Price Hall Hire has produced an increase in bookings over the next few months.
 - We are now able to purchase a wider range of speciality cakes and biscuits as we have just opened a COSTCO account.
 - Food range has increased since January and we are now offering Kids Lunch Boxes, Soup & Roll, Toast, Assorted sandwiches, Salads, Scones with Jam & Cream
 - We are currently negotiating with Dayla and Tchibo who have recently advised us on a small price increase
 and we are working to secure the minimum increase, were possible we will look to absorb some or all the
 increase.
 - Kitchen area will be refurbished during the Feb Half Term week, we have a new catering style double sink unit and a new hand washing sink along with a new 3 mt worktop to extend the food preparation area, if anyone can be available to help me with this work would be appreciated.
 - Disabled facilities currently under -review with an aim to provide a ramp at the rear of the Community Centre work on this project could start early May along with new Signage and improved lighting.

Cllr Clarke reported that he had asked Lidl/Aldi if they would be prepared to do a 'Cheese & Wine night' at the Community Centre but unfortunately, they do not participate in community events.

It was noted that at the end of the Financial year (April 2017) we will be looking at stock and the costing of the kegged lager and cider prices.

Action: Café/Bar Supervisor

- 27.2 Cllr Smith reported that Youth Club continues to be successful with over 400 on the register with a waiting list. Funds are good and accounts have been reconciled and agreed.
- 27.3 The Parish Council agreed that to get best price that they would get another quote for the installation of the Acoustic boarding in the small hall.

 Action: Parish Clerk
- 27.4 Cllr Fry reported on the quote that had been received for the fixing of the clock tower based at the Community Centre. Due to the cost, it was agreed to obtain another quote. **Action: Cllr Fry**

17/28 Administration & Staffing

28.1 Due to its sensitive nature all staffing issues were discussed under 39.1 of these minutes.

17/29 Environment

A list of all works including outstanding actions were circulated to all Councillors prior to the meeting for information. The Council decided to withhold £10k for the invoice of the paths until they had been completed. The Council also agreed to install some Laurels at Old Close and to cut the bushes at Badger Lane as per R&G's email.

- 29.2 The Parish Clerk reported that a quote had been received for the erection of a vehicular access at the allotments, Lark Lane for the sum of £81,860. It was agreed with NCC that we would tender for another two quotes.
- 29.3 The Parish Council agreed and approved JLES report in regards to the legal transfer of Wootton Brook Country Park and Alamien Woods.
- 29.4 It was noted that a meeting will take place with members of the Wake Estate to discuss drainage issues at Foxfield's. The meeting has been scheduled on the 22nd February 2017 at 09.30am. A report will be given to Council at the next meeting.
- 29.5 The Parish Council fully supported item 17/18 to help the scouts with the' Keep Britain Tidy' and asked the Parish Clerk to liaise with the scout leader to sort out the details.
- 29.6 Cllr A Millerchip updated the Council and circulated a copy of his Environmental Audit to all Councillors prior to the meeting.

17/30 Communication & Social Media

- 30.1 No issues on the newsletter or Facebook to report
- 30.2 It was noted that the Parish Clerk and Cllr Aluko attended a meeting with Wootton Parish Council to look at their website which is administered by 2commune. Cllr Aluko gave an update and recommended to the Council that we proceed with the purchase of this system for Grange Park Parish Council. Approx. cost will be £1700 for the first year and then £600 year 2.

 Action: Parish Clerk

17/31 Correspondence

31.1 All matters of correspondence have been dealt with within the meeting.

17/32 Administration & Service Request

32.1 No request received.

17/33 Exclusion of Press and Public

This matter will be dealt with under Section 2 and attached to the master copy only.

17/34 Date of the Next Meeting

34.1 The next Parish Council meeting will be held on the **2nd March 2017 at 7.30pm** in the Small Hall at the Community Centre.

There being no further business the Chairman closed the meeting at 10.25pm.

List of Actions

Minute Ref:	Action	By Whom
18.1	Richmond Homes Path	Parish Clerk
19.1	Weight Limit signs	Parish Clerk /Cllr M Clarke
26.3	NCC activated signs	Parish Clerk
26.5	Draft Local Plan Meeting	Cllr A Grant
26.6	Community Governance Scheme – No comments	Parish Clerk