



Minutes of the Meeting of Roade Parish Council held on **Monday 10th August 2020** at 7pm.

Present: Cllr L Murray (Chairman of the Council), Cllr D Bennett, Cllr I Calder, Cllr M Davies, Cllr A Fox, Cllr M Reilly, Cllr S Ruse, Cllr S Shrubb, Cllr E Sinfield and Cllr D Waters.

Mrs A Reynolds (Clerk to the Council)

The Council were also joined by one member of the public.

	Action
<p>RPC/332 – Acceptance of apologies for absence. Cllr Connell, Cllr Curtis and Cllr Huddart RESOLVED: That absences be approved.</p>	
<p>RPC/333 - Public Session</p> <ol style="list-style-type: none"> 1. Issues raised by the public No issues raised by the public. 2. Reports from outside bodies <ol style="list-style-type: none"> a. Roade Village Hall – No reports. b. Roade Feoffee & Chivalls Charity – No reports. 3. Reports from District and County Cllrs – No reports. 	
<p>RPC/334</p> <ul style="list-style-type: none"> • To receive declarations of interest Cllr Davies, item RPC/338 – S/2019/2091/FUL • To receive requests for dispensation – None received. 	
<p>RPC/335 – Response to issues raised in the Public Session Nothing to respond to</p>	
<p>RPC/336 - Approval of Minutes of 13th July 2020 RESOLVED: That the minutes be signed by the Chairman as a correct record of the meeting.</p>	Chairman
<p>RPC/337 – Matters arising from the minutes not covered elsewhere on the Agenda (including the Parish Clerk’s report) The Clerk’s report had previously been circulated. Cllr Bennett advised that the £52 received was a wayleave payment from a resident in Churchcroft. Scattering the ashes should be left until area has been cleared. Library - Concerns regarding when the Parish Council will receive the S106 monies from SNC, are they paying NCC directly. The Parish Council will need the funds prior to paying for the library. The Clerk to speak to SNC about the funds. Cllr Bennett asked if the Parish Council had agreed to keep the building as a library with SNC in order to receive the New Homes Bonus. NCC have changed the covenant so the Clerk will speak to SNC to ensure that the Parish Council can still have the New Homes Bonus under the same conditions as agreed with NCC. The accounts package company had advised the Clerk that all salary details should be reported as confidential, Cllr Reilly advised this isn’t the case with Parish Councils everything has to be shown as a breakdown. The Clerk will speak to the accounts company and arrange for the reports to be changed in the future.</p>	<p>Clerk</p> <p>Clerk</p>



RPC/338 – Planning; to consider and determine the Council’s response to Applications S/2020/

1. **S/2019/2091/FUL** – Roade House Hotel – Detached double garage and storage above appeal.
RESOLVED: The Council do not have to respond to this appeal, the planning department at SNC have sent this for information.
2. **1219/FUL** – 31C Hartwell Road – Replacement of two windows to the side of the main property
RESOLVED: No objections.
1219/FUL – 31C Hartwell Road – Listed building consent for the replacement of two windows to the side of the main property.
RESOLVED: No objections

RPC/339 – Finance

1. **Financial Report from the RFO** - The Clerk/RFO advised that the Unity bank balance as of 1st August 2020, was £145,802.97 the Nationwide Reserves account as of 1st August was £186,705.37.
 The Clerk advised that NFU Insurance have made the payment for the quote from N&P Garden Services to rectify the damage to the grass along London Road following the lorry trying to turn around in the middle of the road earlier in the year. The Clerk has therefore instructed N&P Garden Services to complete the work.
2. **Resolution to approve payments and receipts.**
RESOLVED: The Council noted the schedule of receipts and approved all payments for August.

Income

From	For	Amount £
NFU Insurance	Insurance payment to repair damage to London Road	1464.30
Resident	Wayleave payment - Churchcroft	52.00
Cheque 155	Purchase double plot & interment	408.00

Payments

Payee	Details	Amount £	VAT £
ICCM	ICCM Corporate Membership	71.00	0.00
Secure-a-field	Motorbike inhibitor	1200.00	200.00
N&P Garden Services	Grass cutting	1599.00	266.50
Quality Assured Roofing	Repairs to cemetery chapel	980.00	0.00
HMRC	Tax & NI for July 2020	439.28	0.00
Alison Reynolds	Zoom & Overtime	156.91	2.40
N&P Garden Services	Grass cutting	1599.00	266.50
Court Couriers	Village Technician	1116.00	186.00
Marcus Young	Emptying Dog Bins	178.08	29.68
Amazon (credit card)	Hand sanitiser & antibacterial wipes	14.97	2.50
Amazon (credit card)	Back support for chair	7.60	1.27



Amazon (credit card)	Stationery – notebooks, A4 folders, A5 board backed envelopes	29.88	4.99	
Aviva	Pension contribution	108.15	0.00	
BT	Landline & Broadband	48.04	8.01	
Mirus	Mobile phone	11.94	1.99	
SSE Southern electric	Street lighting	210.43	30.41	
Aviva	Pension Admin fee	45.00	0.00	
Alison Reynolds	Salary	1377.55	0.00	
Personal Advice Solutions	Personal Advice Solutions	120.00	20.00	
<p>3. To receive the internal controls Councillor’s report and agree two Councillors to complete the online authorisation.</p> <p>The Clerk had previously scanned and all invoices across to Cllr Bennett acting as internal controls Councillor, who verified the transactions and balances.</p> <p>RESOLVED: Cllrs Reilly and Davies will authorise the online payments.</p>				Cllrs Reilly & Davies
<p>RPC/340 – Library</p> <p>1. Resolution to agree for solicitor to draw up a lease for Roade Junction Community Group at a reduced cost of £695 plus VAT and disbursements</p> <p>RESOLVED: For the Clerk to instruct the Council’s solicitor to draw up a lease for Roade Junction Community Group</p> <p>2. Resolution to agree to pay stamp duty land tax at a cost of £500.</p> <p>RESOLVED: The Clerk will check if the stamp duty still applies after the Government changed the rules to stamp duty. If the stamp duty still applies on commercial properties the Parish Council resolved to pay the £500 duty.</p> <p>3. Resolve to exchange contracts and complete of simultaneously</p> <p>RESOLVED: The Council agreed to exchange and complete simultaneously. The Clerk to confirm with SNC how the S106 money will be paid. Will SNC pay NCC directly or transfer the funds to the Parish Council prior to the exchange of contracts.</p>				Clerk
<p>RPC/341 - Cemetery</p> <p>1. Resolution to pay South Northamptonshire Council £231.00 planning application fee. Resolve whether the Parish Council will write a cheque and agree for councillors to sign the cheque or whether to pay by credit card.</p> <p>RESOLVED: To pay the £231 planning application fee by credit card.</p> <p>2. Resolution for the description of the planning application to read ‘Change of use of agricultural land to burial land and the diversion of footpath KZ4’.</p> <p>RESOLVED: For the Planning application to read ‘Change of use of agricultural land to burial land and the diversion of footpath KZ4.</p> <p>3. Resolution to offer plastic benches as memory benches within the cemetery and agree on a price.</p> <p>RESOLVED: To offer plastic benches as memorial benches to residents. The plastic benches require little maintenance and would cost the Parish Council between £300-£450 to purchase.</p> <p>4. Consider and approve quotes for replacing the wood at the cemetery bays</p> <p>RESOLVED: The Clerk shared two quotes from two different companies, the first quote from each company was to replace the bays with sleepers, the second quote from each company was to use more fence panels. The Council resolved to proceed with the quote from N&P Garden Services to replace the bays with 4 garden sleepers all the way round and paint with</p>				Clerk



<p>bitumen at a cost of £1580.40 inc VAT. The Clerk to contact N&P Garden Services to arrange for the work to be completed.</p> <p>5. Consider and approve quotes for cutting back the hedges/tidying up the cemetery. RESOLVED: The Clerk shared quotes from two different companies with the Council. There was a very large price difference between the two quotes. The Clerk to clarify the work quoted and providing the work is what the Council has requested and the price remains the same the Council resolved that they would proceed with the quote of £650 plus VAT from Longfield Tree and Hedgecare. If the work and/or price is different then the Clerk will bring the amended quote to the next Parish Council Meeting.</p>	<p>Clerk</p> <p>Clerk</p>
<p>RPC/342 – Tree Survey Consider and approve quotes for tree works RESOLVED: The clerk only had one quote, so she will obtain further quotes and will bring these to next month's meeting.</p>	<p>Clerk</p>
<p>RPC/343 – CCTV Proposal for possible extra funding for CCTV to deliver 7 cameras. The original suppliers SSS quoted for cameras that were not suitable, despite our specifications discussed when Councillors met with the suppliers. RESOLVED: The Parish Council require cameras that are able to run on 4G, record onto memory cards, zoom, move, tilt and pan, Cllr Davies has only found one company who can supply these at present, but will continue looking. Cllr Reilly will also speak to Chubb to see if they can assist. The Council resolved to increase the budget to £12,000.</p>	<p>Cllrs Davies & Reilly</p>
<p>RPC/344 – Memorial Green fence posts RESOLVED: For the posts to be treated and refurbished for now. The Clerk to speak to the Village Technician to arrange a time for him to complete the refurbishment.</p>	<p>Clerk</p>
<p>RPC/345 – Speeding in the Village</p> <p>1. Consider and approve quotes to purchase speed indicator device – Swarco MVAS4 (Solar). RESOLVED: To purchase two Swarco MVAS4 Solar devices at a cost of 2495.00 ex VAT each, plus delivery, fittings and mandatory training. The Clerk to order the devices and ask the Village Technician for a risk assessment prior to him installing them.</p> <p>2. Proposal to request a meeting with NCC Highways to discuss increased speeding through Roade village. RESOLVED: Not to arrange a meeting with NCC Highways as the Clerk has previously spoken to Highways and has shared reports from both Highways and the Police regarding speeding in the village with the Council. The motion failed.</p>	<p>Clerk</p>
<p>RPC/346 – Correspondence requiring a comment or decision</p> <p>1. The Council had previously received and approved a request from a family to scatter ashes of their Uncle over his brother's grave. The Family have emailed to advise that they are now unable to do this, so have asked if they could scatter them around the wooden carved cross in the cemetery instead. Resolved: The Council considered this but had concerns regarding old unmarked graves in the area, the area is due to be cleared shortly and there is nowhere within the current cemetery for ashes to be scattered. The Council will consider an area in the new extension. The Clerk will advise the family that regrettably it will not be possible for them to scatter their Uncle's ashes in the Cemetery at this present time.</p> <p>2. The resident who attended last month's meeting has posted about his request to extend the footpath on Facebook and the lack of support he's received from the Parish Council.</p>	<p>Clerk</p>

