



Minutes of the Ordinary Meeting of Roade Parish Council held on **Monday 11th April 2022** at 7pm.

Present: Cllrs L Murray, C Aird, D Bennett, M Davies, A Fox, D Harker, S Shrubbs, E Sinfield & D Waters

Mrs A Reynolds (Clerk to the Council)

	Action
<p>RPC/22/792 – To Receive and approve apologies of absence. Cllrs S Khan, M Reilly, S Ruse and M Wixon RESOLVED: That reasons for absences be approved.</p>	
<p>RPC/22/793 – Public session – No members of the public present. Reports from Unitary Councillors – Apologies sent from Cllr Fowler, she will be attending the Annual Parish Meeting on 21st April 2022.</p>	
<p>RPC/22/794 1. Declarations of interest – None 2. Requests for dispensation – None</p>	
<p>RPC/22/795 – Response to issues raised in the Public Session – Nothing to respond to.</p>	
<p>RPC/22/796 - Approval of Minutes of 14th March 2022 RESOLVED: The minutes were signed by the Chairman as a correct record of the meeting.</p>	
<p>RPC/22/797 – Matters arising from the minutes not covered elsewhere on the Agenda (including the Parish Clerk’s report) It was agreed to remove Abbots Way from the suggested areas to participate in No Mow Way, but to proceed with No Mow May on Ashton Road, Blisworth Road and Northampton Road. Cllr Waters thanked the Clerk and Deputy Clerk for obtaining the Jubilee grant from the National Lottery Heritage Fund.</p>	
<p>RPC/22/798– Planning 1. To consider and determine the Council’s response to Applications WNS/2022/ a. 0643/TCA – Yew Tree Cottage, 37 High Street - T1 - Holly & T2 - Sycamore - Fell. T3 - Silver Birch to be topped, re-shaped, reduce by approximately 35-40% to 9 metres. RESOLVED: No comments – it was agreed to leave the decision to the tree experts at WNC. b. 0662/MAF - Land adjacent to M1 and Waltham Wood Courteenhall Road Quinton Northants - Erection of 103,607sqm of polytunnels and associated infrastructure to include alterations to farm access road, hardstanding for car park and service yard and attenuation basin RESOLVED: No comments</p>	
<p>RPC22/799 – Finance 1. Financial Report from the RFO – The RFO advised that The Unity bank balance as of 1st April was £163,796.47. This included the refund of £24 that was taken by direct debit twice in error by Aviva, £454 Cemetery income and £25 from Gigaclear for the hire of St Mary’s Church Hall for their community meeting.</p>	

The S106/Windfarm Grant Nationwide account, as of 1st April was £183,321.76 this included £7.78 interest.

The RFO confirmed that the transfer from the Unity Trust to Nationwide account of £435.53 for the asset mapping grant received from NCACL had been set up for transfer this month. The RFO also confirmed that she's completed a VAT refund request for January – March 2022, totalling £1679.95.

2. Spreadsheet showing breakdown of the S106/Windfarm grant Nationwide account

A copy of the updated spreadsheet for the S106/Windfarm grant Nationwide account, showing the balance of the account, had been circulated to all councillors prior to the meeting.

3. Bills for payments and receipts.

RESOLVED: The council noted the schedule of payments, retrospectively approved the Direct Debit for £53.94 from BT and £30.75 bank charges from Unity Trust bank that were debited in March, and approved all payments for April.

Income March/April

Payee	Details	Amount £
Amazon – AMC Lighting	Refund for faulty blind	40.99
Aviva	Refund of double pension admin fee taken in February	24.00
Co-op funeral care	Purchase double plot & interment	408.00
Gigaclear	Hall hire for community meeting	25.00
Hollowells	Interment of Ashes	75.00
John White	Interment of Ashes	149.00
Maynards Memorials	Application to erect headstone	67.00
RGR Memorials	Additional inscription fee	23.00
Nationwide	Interest	7.78

Payments for March 2022

Payee	Details	Amount £	Power
BT	Telephone & Broadband	53.94	LGA 1972 S111
Unity Trust Bank	Manual Charges	0.60	LGA (office provisions) 1963 S5
Unity Trust Bank	Service Charge	30.15	LGA (office provisions) 1963 S5

Payments for April 2022

Payee	Details	Amount £	Power
2Commune	Website hosting, support & annual licence	480.00	LGA 1972 S111
Allseasons Gardening & Logs	Grass cutting, removing damaged tree & planting 4 x trees (2 to replace damaged trees & 2 for Queen's Jubilee)	3318.00	Open Spaces 1906 S9 & 10 LGA 1972 s145
Amazon	Union Jack table cloths, Children's ID wristbands, life sized queen cut out, purple, red and blue ribbon - Jubilee	98.28	LGA 1972 s145

Barbara Osborne	Payroll & pension services – January – March	137.50	Local Government and Housing Act 1989 s7
Barriers Direct	Extra strong barrier tape	45.29	LGA 1972 s145
BT	Telephone & Broadband	54.60	LGA 1972 S111
Court Couriers	Village Technician	1008.00	Open spaces Act 1906 ss9-10 PHA 1875 s164, PHA 1890 S44 & LG (misc prov) act 1976 s19
Fire Protection Shop	Fire Extinguisher – Jubilee	17.39	LGA 1972 s145
KG Smith	Gas Bottles - Jubilee	160.00	LGA 1972 s145
LGSS Law	VAT for legal fees for purchase of Chaplins Development	52.99	OSA 1906, ss9-10
Lloyds Bank	Credit Card fee	3.00	LGA (office provisions) 1963 S5
Marcus Young	Emptying dog bins	375.84	Clean Neighbourhoods and Environment Act 2005 s55
Mirus IT	Mobile Phone	11.94	LGA 1972 S111
Party Knights	Union Jack napkins – Jubilee	10.95	LGA 1972 s145
Post Office	2 nd Class stamps	7.92	
Rebecca Kershaw Face Painting	Face painting – Jubilee	225.00	LGA 1972 s145
Royal British Legion	Queens green canopy – Jubilee	154.99	LGA 1972 s145
Rubbish2Go	12 yard skip hire	210.00	LGA 1972 S11
SSE	Street lighting	205.89	Highways Act 1980 S301
St Mary's PCC	2 hours hall hire for RPC meeting & 2 hours Jubilee meeting	50.00	LGA 1972 S111
S Hagon	Bunting and clips – Jubilee	94.27	LGA 1972 s145
Suregreen	Steel fencing pins - Jubilee	58.58	LGA 1972 s145
Three Business	CCTV Sims	29.99	Highways Act 1980 S301
Trade Point	Sand, brushes, sadolin, white spirit	68.32	PHA 1875, s164 & OSA 1906 ss9&10
Walker Fire	Refil fire extinguisher and remedial works following fire check at library	172.44	LGA 1972 s145
Wayfair	2 x Marquees & 1 x gazebo – Jubilee	394.97	LGA 1972 s145
WNC	Temporary Events Notice license – Jubilee	21.00	LGA 1972 s145
A Reynolds	Salary April	1576.18	LGA 1972 S112
Aviva Pension	Pension contribution for March & admin fee	172.67	Pensions Act 2004
HMRC	Tax & NI for March	665.29	LGA 1963 S5
V Horton	Salary & overtime	517.94	LGA 1972 S112

<p>4. To receive the internal controls Councillor's report and agree two Councillors to complete the online authorisation. Cllr Waters acted as internal controls Councillor, he confirmed that all transactions and balances were correct. RESOLVED: Cllrs Bennett and Davies will authorise the online payments.</p>	<p>Cllrs Bennett & Davies</p>
<p>RPC/22/800 – Members' code of conduct RESOLVED: To readopt the members code of conduct, the Clerk to amend the date of adoption.</p>	<p>Clerk</p>
<p>RPC/22/801 – Highways Cllr Fowler arranged a meeting with Cllrs Waters, Bennett, the Clerk and representatives from WNC Highways. Although all complaints were raised, the main objective was to sort out the KZ8 footpath improvements. WNC are sending lighting contractor information across to the Clerk by Tuesday 19th April. RESOLVED: For the Clerk to obtain quotes from the lighting contractors, once information is received from WNC Highways, and bring back to the next meeting.</p>	<p>Clerk</p>
<p>RPC/22/802 – Cemetery</p> <p>1. Resolve for the cemetery consultation to be published and advertised in the Roade News in May. RESOLVED – To publish the cemetery consultation in Roade News and advertise on social media and noticeboards around the village.</p> <p>2. Resolve to increase cemetery fees. RESOLVED: To increase the fees by 10% from 1st May, and to round up or down to the nearest £5 or £10.</p> <p>3. Resolve to accept the quote from Allseasons Gardening and Logs to weed spray the cemetery approach at a cost of £45 + VAT. RESOLVED: To accept the quote for Allseasons Gardening and Logs to weed spray the cemetery approach.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>RPC/22/803 – Grass Contractor RESOLVED: To accept the increase of £30 in mowing costs due to changes in the law regarding red diesel.</p>	<p>Clerk</p>
<p>RPC/22/804 – Orbit land RESOLVED: To include this on the agenda for the Annual Meeting of the Parish Council to be held on Monday 11th May. The Clerk to confirm further information with the solicitor.</p>	<p>Clerk</p>
<p>RPC/22/805 – Small Grant RESOLVED: To issue a small grant of £1000.00 to South Northants Community Responders to fund the cost of a defib for one of their two responders living in Roade. Providing South Northants Community Responders confirm that the defib will remain in the village even if the responder moves, and that they ensure that it's maintained and serviced.</p>	<p>Clerk</p>
<p>RPC/22/806 – Dog bins RESOLVED: For Cllr Harker to speak with councillors from Upton and Duston Parish Councils regarding WNC providing and emptying rubbish bins containing dog waste. The Clerk to speak to Cllr Fowler to find out how many rubbish bins should be in villages of different sizes. For the Clerk to publicise to residents that the Parish Council are investigating various options to tackle the dog waste issue in the village.</p>	<p>Cllr Harker</p> <p>Clerk</p>

<p>RPC/22/807 – Dogs in Rec</p> <ol style="list-style-type: none"> 1. Resolution put a Public Space Protection Order in place at the Rec. 2. RESOLVED: Once WNC have this in place, Roade Parish council will request to have it in place in Roade. 3. Resolution to install more signs to the entrance of the rec advising that no dogs are allowed. <p>RESOLVED: Purchase larger signs at both entrances and one for the middle of the rec as a temporary measure until the Public Space Protection Order is in place. The signs to read “No dogs allowed, you may be prosecuted, CCTV is in operation”. The Clerk will also contact WNC to find out what powers they have and can they visit the village. It was agreed for the Clerk to publicise to residents that the Parish Council are investigating various options to tackle the issue of dogs in the rec.</p>	<p>Clerk</p>
<p>RPC/22/808 – Parking Working Group</p> <p>WITHDRAW RESOLUTION: The Parking Working Group advised that a more in-depth survey is needed, the Clerk to obtain second stage survey quotes and to include these on an agenda of a future ordinary meeting of the Parish Council.</p>	<p>Clerk</p>
<p>RPC/22/809 – Queen’s Jubilee</p> <p>RESOLVED: For as many councillors to attend and offer help on the day as possible, Cllrs Aird, Fox, Ruse, Shrubbs and Waters have offered to assist. Cllr Aird will also ask the scouts to help with erecting the marquees.</p> <p>It was agreed for the Clerk and Deputy Clerk to be given Monday 6th June off work in recognition of them both working at the Thursday night’s beacon lighting ceremony and the Sunday Jubilee Picnic.</p>	
<p>RPC/22/810 – Correspondence requiring a comment or decision.</p> <ol style="list-style-type: none"> 1. Correspondence received from a local farmer asking if the Parish Council would support his planning request to install a wind turbine to reduce his monthly fuel bills. <p>The Parish Council advised that they would not object to renewal energy in principle, but they are unable to comment without seeing the full plans, they also asked the Clerk to thank the farmer for notifying the parish council prior to submitting the application.</p> <ol style="list-style-type: none"> 2. Persimmon Homes have advised that they can provide and install 21 in stone balls for the top of the pillars at Pianoforte Road. <p>The Council confirmed that they are happy with this and for the Clerk to ask Persimmon Homes to proceed.</p>	<p style="text-align: center; vertical-align: middle;">Clerk</p> <p style="text-align: center; vertical-align: bottom;">Clerk</p>
<p>RPC/22/811 – Close</p> <p>The meeting closed at 8.50pm</p> <ul style="list-style-type: none"> [Note: The Annual Parish Meeting will take place on Thursday 21st April 2022 at Roade Methodist Church Hall next ordinary meeting of the Council will take place on Monday 9th May 2022 at St Mary’s Church Hall.] 	

Signed: _____

Date: _____