



Minutes of the Meeting of Roade Parish Council held on **Monday 8<sup>th</sup> March 2021** at 7pm.

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

Mrs A Reynolds (Clerk to the Council)

The Council were also joined by two members of the Public & Cllr S Clarke (SNC).

	Action
<p><b>RPC/486 – Acceptance of apologies for absence.</b> No Apologies were received.</p>	
<p><b>RPC/487 - Public Session</b></p> <p><b>1. Issues raised by the public</b> – Two candidates who are standing for election in the Towcester and Roade ward for the new Unitary Council attended and introduced themselves. One of the candidates works for Sofea charity and thanked the Parish Council, village residents, schools, village hall and volunteers for all of the support that has been given to the community food larder in the village. The village schools have been able to identify families in need, and as well as delivering food parcels, the community food larder has been able to donate computers to schools enabling children to access education whilst at home.</p> <p><b>2. Reports from District and County Cllrs</b> – Cllr Clarke from SNC advised that the Parish update had gone out and asked if anyone had any questions. Cllr Clarke will check to find out if there are any funds/grants available for Roade from new homes bonus and will clarify S106 spending/allocation.</p>	<b>Cllr Clarke</b>
<p><b>RPC/488</b> <b>To receive declarations of interest</b> – Cllr Waters, item RPC/501 as one of the rights of way passes his home. <b>To receive requests for dispensation</b> – None received.</p>	
<p><b>RPC/489 – Response to issues raised in the Public Session.</b> The Chairman thanked the two candidates for attending the meeting and asked if any of the councillors had any questions for the candidates. The candidates provided their email address to the council, for any councillors to email should they have any questions.</p>	
<p><b>RPC/490 - Approval of Minutes of 8<sup>th</sup> February 2021.</b> <b>RESOLVED:</b> That the minutes be signed by the Chairman as a correct record of the meeting.</p>	<b>Chairman</b>
<p><b>RPC/491 – Matters arising from the minutes not covered elsewhere on the Agenda (including the Parish Clerk’s report)</b> The Clerk attended the Parish Forum and was advised that the New Homes Bonus was available for the planning authority only, other grants are available for Parish councils. The Clerk will include on next month’s agenda a resolution to request £50,000 for the cemetery extension. Concerns were raised as the M1 development appears to have grown and is moving towards the village, the Clerk will investigate with SNC Planning as to whether the increase in size has been approved and will report back to the council.</p>	<b>Clerk</b>  <b>Clerk</b>



## RPC/492 – Planning

### To consider and determine the council's response to Applications S/2021/

- 0188/FUL - Land adj 22 Stratford Road – New dwelling

**RESOLVED:** No Objections

- 0190/FUL - Land adj 26 Hartwell Road - Detached dwelling and associated works

**RESOLVED:** No Objections

- 0209/FUL – 51 Bailey Brooks Lane - Single storey side/rear extension

**RESOLVED:** No Objections

- 0342/MAF – Pianoforte site, Ashton Road – Construction of a new 56 bed care home and associated car parking and landscaping.

**RESOLVED:** Objection on the following grounds:

- The plans show a three-storey building, the rest of the development is two-storey.
- The entrance to the care home isn't off of Ashton Road but accessed via the new development.
- Commercial property shouldn't be on the residential estate, deliveries will be 24 hours a day 7 days a week and would disturb residents as well as an increase in traffic including lorries into the residential development.
- There will be hazardous waste on the development.
- The residents have to pay for the upkeep of the roads, will the care home be contributing to this.
- The car parking plan doesn't follow NCC/highway standards, the care home would need a minimum of 46 spaces, however plans only offer 28 parking spaces, this will result in cars parking in the roads of the development, which is against the development covenants.
- Care home resident's bedroom windows will be looking into the proposed doctors' surgery as well as residents' homes/gardens.
- Low water pressure is another concern.
- SNC planning recently refused a development in Bugbrooke due to over stretched doctors' surgery. Roade Surgery is over stretched currently without further increase to its resources.
- The submitted plans go against the Roade Neighbourhood plan, with regards to overstretching the GP surgery, sustaining employment and parking.

## RPC/493 – Finance

- Financial Report from the RFO** – The Clerk/RFO advised that the Unity bank balance as of 1<sup>st</sup> March 2021 was £141,909.88, the £45 pension admin fee that was due to be paid in February wasn't debited until 2<sup>nd</sup> March. There were also £3.08 call charges on the mobile phone which were also debited in February and not approved by the council at the February meeting.

The Nationwide S106/Windfarm grant account as of 1<sup>st</sup> March 2021 was £144,393.32.

- Bills for payments and receipts.**

**RESOLVED:** The Council noted the schedule of payments and approved all payments for March and retrospectively approved the increase to the Mirus IT mobile bill for February 2021.

The Clerk to query Aviva pension admin charges and seek advice from the pension advice service.

**Clerk**

## Income

Payee	Details	Amount £
Nationwide Building Society	Interest	5.53
Roade Village Hall	Emptying dog bins April 2020 to March 2021	436.80



## Payments for February 2021

Payee	Details	Amount £
Mirus IT	Call charges to mobile phone	3.08

## Payments

Payee	Details	Amount £
2Commune	Website hosting annual licence to 10/05/22, 1 x email address. Domain name hosting and management for 2 years to 14/06/23	702.00
Aylesbury Mains	Repairs to Stratford Road streetlight and repair to door on light at Dovecote Road.	89.04
BT	Phone and Broadband	51.47
Court Couriers	Village Technician	715.50
Ebay	Clamps for CCTV signs	26.00
Glasdon UK Ltd	4 x 50L Dog waste bins & fixings	1225.39
Information Commissioner	Data Protection renewal	35.00
Lloyds Bank	Credit Card fee	3.00
Marcus Young	Emptying dog bins	208.32
Mirus IT Solutions	Mobile phone	11.94
NCalc	Training – Off to a flying start – Cllrs Crosby & Fox, Planning for elections – Cllr Fox, Emotional resilience – Cllr Fox & Clerk, community emergency & flood plan workshop – Cllr Fox	240.00
Roade Village Hall	Office Rent – January to March	450.00
Smarty Mobile	CCTV sims	55.00
Zoom video Communications	Monthly subscription	14.39
Zurich Insurance	Library buildings insurance	136.53
A Reynolds	Salary & Overtime	1680.24
Aviva Pension	Pension contribution & admin fee	178.95
HMRC	Tax & NI for February	583.68

### 3. To receive the internal controls Councillor's report and agree two Councillors to complete the online authorisation.

Cllr Bennett acted as internal controls Councillor, who verified the transactions and balances. Clerk to arrange to transfer money from the S106/Windfarm grant Nationwide account for the CCTV signs.

**RESOLVED:** Cllrs Davies and Reilly will authorise the online payments.

Clerk

Cllrs  
Davies &  
Reilly

### RPC/494 – Microsoft 365

**RESOLVED:** The motion was defeated but it was agreed for Cllr Fox to obtain further information as to how the system works and the features that will benefit the council to enable the council to make an informed decision at the next ordinary meeting of the council to be held on 12<sup>th</sup> April 2021.

Cllr Fox

### RPC/495 – Internal Auditor's interim report

A copy of the internal auditor's interim report had been circulated to all Councillors prior to the meeting.

**RESOLVED:** For each item to be individually addressed at the next ordinary meeting of the council to be held on 12<sup>th</sup> April 2021.



<p><b>RPC/496 - Little kickers using the Rec</b>  <b>RESOLVED:</b> For Little Kickers to use the Rec temporarily (until covid restrictions are lifted and they're allowed back into the school) on a Saturday morning for their sessions.</p>	
<p><b>RPC/497 - Quote for fence in rec</b>                  Two quotes were circulated to all councillors prior to the meeting.  <b>RESOLVED:</b> To accept the quote from N&amp;P Garden Services to repair the chain link fencing and replace the chain link gate at the Rec at a cost of £1320.07 inc. VAT.</p>	
<p><b>RPC/498 - Standing Orders</b>  <b>RESOLVED:</b> To re-adopt the Standing Orders</p>	
<p><b>RPC/499 – Risk Assessments</b>  <b>RESOLVED:</b> To re-adopt both the Health and Safety Risk Assessment and the Financial Risk Assessment.</p>	
<p><b>RPC/500 – Model Design Code</b>  <b>RESOLVED:</b> The Parish Council do not object to anything in the model design code, so it was resolved for the Clerk to respond on behalf of the council.</p>	<b>Clerk</b>
<p><b>RPC/501 – Definitive Map Modification Order</b>  <b>RESOLVED:</b> For the Clerk to advise NCalc that the bottom of Croft Lane and Churchcroft Openspace hasn't been adopted. Footpath KZ24 therefore needs to remain on the definitive map list.</p>	<b>Clerk</b>
<p><b>RPC/502 – Roade Library</b></p> <ol style="list-style-type: none"> <li>1. <b>Resolve for the 'donation' of the solar panel income to RJCG to be for the duration of the lease.</b>  <b>RESOLVED:</b> For the 'donation' of the solar panel income to RJCG to be for the duration of the lease.</li> <li>2. <b>Resolve for the Parish Council to pay for security alarm maintenance, heating maintenance and emergency lighting testing.</b>  <b>RESOLVED:</b> For the Clerk to investigate what the parish council has a legal obligation to pay for as landlords and include the resolution on the agenda for the next ordinary meeting of the council to be held on 12<sup>th</sup> April 2021.</li> </ol>	
<p><b>RC/503 - Correspondence requiring a comment or decision.</b></p> <ol style="list-style-type: none"> <li>1. Dyno-rod visited the cemetery on Friday 5<sup>th</sup> March, for the gully trap to be replaced and the pipes checked the quote is £650.00 ex VAT day rate (pro-rata).                  The Council agreed to proceed with the quote.</li> <li>2. The taps at the cemetery are broken, the Clerk shared two quotes with the council.                  The Council agreed to accept the quote from Sarah's Plumbing Services to supply and fit two new taps at a cost of £190.00.</li> <li>3. The Clerk advised the council that Marcus Young Landscapes have advised that there will be an increase of 10p per bin per week to empty the dog waste bins due to the increase of dogs and costs involved in disposing the waste from 1<sup>st</sup> April 2021.</li> <li>4. The Clerk advised the council that Barbara Osborne Business Services will be increasing their payroll charge by 50p per run from 1<sup>st</sup> April 2021.</li> </ol>	
<p><b>RPC/504 – Resolution to exclude the press and public on the grounds that the following items are confidential.</b>                  The Chairman closed the meeting to the press and public at 8.36pm  <b>RESOLVED:</b> The Council passed the resolution, and the Chairman re-opened the meeting.</p>	



<p><b>1. Tenders for grass cutting contract.</b> Recommendations following the Zoom meetings between members of the F&amp;GP committee and shortlisted contractors, quotes and references were shared with the full council. <b>RESOLVED:</b> For the Council to award the mowing contract for the next 3 years to The Ground Care Company. The Council asked the Clerk to thank N&amp;P Garden Services for previous years of sterling service that they had provided.</p>	<b>Clerk</b>
<p><b>RPC/505– Close</b> The meeting closed at 9.03pm</p> <ul style="list-style-type: none"><li>• [Note: The next ordinary meeting of the Council will take place on Monday 12<sup>th</sup> April 2021.]</li></ul>	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_