Roade Parish Council
Clerk's Report for 13th September 2021 including Actions Taken from August 2021 Meeting

All actions down to me have either been completed or are work-in-progress and for mention tonight.

RPC/21/641- Finance
The Unity bank balance as of 1st September was £161,071.95, this included cemetery income of £263.00. From 1st September to 9th September we have received a further £149 cemetery income, £750 lease from Roade Junction Community Group and £3451.73 VAT refund for the first quarter of the financial year.

Our S106/Windfarm Grant Nationwide account, as of 1st September was £147790.02, this included £6.14 interest.

RPC/21/642 - Audit – We have received the External Auditor Report and Certificate from PKF Littlejohn, a copy has been circulated to all councillors.

RPC/21/643 – Community Safety Committee – A copy of the minutes and terms of reference have been circulated to all councillors prior to the meeting as well as being published on the RPC website.

RPC/21/644 – Small grant for RBL – The Royal British Legion have advised that they didn't spend all of the small grant that was issued to them for the celebrations to the centenary of the war memorial and have offered to repay £127.66. A copy of their email has been circulated to councillors.

RPC/21/646 – Insurance – I have received quotes from Zurich (who we are currently insured with) and BHIB, a copy of the quotes have been circulated to councillors prior to the meeting. If we move to BHIB and sign up for a three year policy they will pay our Parish Online Subscription for the three years which is £150 per year.

PRC/21/647 – Gate in Rec - Allseasons gardening and logs have repaired the gate/fence at the bottom of the rec since their repair the gate has been vandalised further. I circulated a photo to all councillors prior to the meeting.

RPC/21/648 – Play inspection – Churchcroft open space - The annual play inspection for Churchcroft open space is due in November, I have received two quotes for these inspections and have forwarded them to councillors prior to the meeting.

RPC/21/649 – VAS – I met with WNC Highways department, who advised that we would be able to have the new VAS outside Elizabeth Woodville School. Four quotes have been obtained for the VAS speed device and circulated to all councillors prior to the meeting.

RPC/21/650 – Tree Survey – Three quotes have been obtained for carrying out a tree survey in the village, these quotes have been forwarded to councillors prior to the meeting.

RPC/21/651 – Community orchard – The Parish Council have received a request asking if we would consider having a community orchard or a few apple and/or pear trees planted around the village where residents could pick and enjoy the fruit.

RPC/21/652 – Grant a green campaign – Land registry confirmed that Churchcroft Open space is owned by Roade Parish Council. I also contacted the Open Spaces Society to ask the questions that were raised at last month's meeting. They advised us that if we do register the rec/churchcroft open space as a green area we may installing play equipment may be subject to a scheme of management or common land agreement, we may be able to install a bench but certain conditions may apply. They were unable to advise what would happen should we have to close the area due to covid/pandemic restrictions in the future. They advised that registering the land under section 15(8) of the commons Act 2006 would stop the parish council from selling the land if they wished to in the future.

RPC/21/653 - Cemetery inspections – I spoke to LP Finn Memorials and they attended site to complete an inspection of our headstones free of charge, a copy of their findings has been circulated to all councillors. I have asked the village technician to look at the headstones that are unstable and will arrange to contact the owners of the stones. NCALC have confirmed that they will be running a management of memorials workshop in Roade on 30th September from 10am to 4pm, at a cost of £85. The Course overview is:
Scope of the problem
Legal/health & safety issues
Inspection of memorials:
• How to start
• Initial inspection
• Inspection forms
• The inspection – visual and physical
• Actions
• Programme of work
• Consecrated ground (England only)
• Other considerations and guidance (MoJ/HSE guidance)
Codes of practice
Registration schemes
Right to erect a memorial
Unauthorised memorials
Practical inspections

RPC/21/654 – Correspondance requiring a comment or decision - NBB recycled furniture have advised that the bench we have ordered isn't available until February or March next year. They have recommended an alternative one that's available in grey. I have sent details of this bench to councillors.

Not included on the agenda:

Northampton Croquet Club – Cllr Sinfield and I met with two representatives to discuss Northampton Croquet Club coming to the village, a copy of the meeting notes have been circulated to all councillors.

Highways meeting – Cllr Waters and I met with WNC Highways representative to discuss a number of issues. They advised us that the best way to report highways issues is through their website https://fixmystreet.northamptonshire.gov.uk/#_ga=2.242319426.1901085139.1631196756-2122758791.1587716623 not the fix my street website, but when reporting through the website we need to retain the reference number.

Parking Warden – Having received numerous parking complaints from residents I have chased up WNC parking warden team for an update on us having a parking warden visit the village weekly.

QR Code – I'm still in the process of putting together a QR code form for residents.