

Clerk:
Mrs G Bailey

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Minutes for the Meeting of Napton Parish Council 13th April 2015

Present:

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Chair:	Linda Gooderham	Councillor:	Paul Bayley
Councillor:	Frank Allen	Councillor:	Alison Watson
Councillor:	Gordon Clarke	Clerk:	Gill Bailey
District Cllr:	Steve Kittendorf	County Cllr:	John Appleton
Public:	3		

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.

1 Apologies for Absence

Apologies were received and accepted from Cllr Veasey who was away on business.

2 Declaration of Personal or Disclosable Pecuniary Interests –

Councillors are minded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their families, a friend or close associate

To Receive any written Requests for Disclosable Pecuniary Interests Dispensations.

3 Comments and Questions from the Public:

- Mr Malcolm Thomas reported that a member of the War Memorial Working Party would attend a Workshop on the maintenance of War Memorials.
- A Parishioner suggested that the outcome of the recent nominations for the role of parish councillor could be submitted to the parish magazine and the fact that there was a requirement for a further three councillors to be co-opted on to NPC.
- A Parishioner requested NPC to find out when Western Power was likely to install the lighting in School Hill. The Clerk agreed to request a proposed date from Western Power.

4 To approve & sign the Minutes of the Planning & Ordinary Meetings of 2nd March 2015.

The Minutes of the above PC Meetings, having been read, were approved and it was unanimously agreed by Councillor's who attended the meetings that they were a true record and may be signed as such by the Chair.

5 Reports from District Councillor Kittendorf and County Councillor Appleton

1. To discuss existing Gritting routes in and out of the Village – Update (JA)
Cllr Appleton reported that he had attended a meeting with Nigel Rock and Paul Cowley, WCC Highways regarding the proposals to alter the gritting routes in the Village slightly and at no additional cost. He said that Mr Cowley was considering the proposal and would report back to the Clerk with a decision.
- Cllr Kittendorf reported that he would be standing down as District Cllr for his Ward in the forthcoming Elections. He said that there were four candidates standing. Mr Thomas thanked Cllr Kittendorf for his help and support over the years and this was endorsed by members of NPC.

6 Highways/General Issues affecting the Parish:

1. Clerk to report on any issues which are affecting the Parish

The Clerk reported that she had met with a representative from WCC, Highways and there had been a number of issues raised. She confirmed that she had submitted a list of the work required.

2. To discuss a Neighbourhood Development Plan for Napton – Update
The Clerk reported that it may be possible to submit a Supplementary Planning document as an addendum to the Parish Plan. Cllr Clarke endorsed this and it was agreed that the Clerk look into what was required.
3. To consider the erosion of the verges in New Street and Hackwell Bank – Update
The Clerk reported that this issue had been mentioned during her meeting with Highways and they had agreed to install the wooden posts in tranches, once they had been purchased by NPC.
4. To discuss the replacement of the pole bracket & lantern of the street light at the junction of Hillside and 2 Butt Hill
The Clerk reported that this issue was still ongoing and that E.On were currently trying to find out whether the pole and bracket requested by NPC would fit on to the ones existing in the location. The Clerk agreed to pursue this matter.

7 Sports Field:

1. To discuss the status of the Pavilion and other matters relating to NSA
The Clerk reported that she had met with Cllr Watson and both were looking at different ways of protecting the areas in perpetuity.

8 Correspondence: To note correspondence listed in the log
Cllr Gooderham advised that the Correspondence Log was available for inspection.

9 Monthly Financial Report – See Appendix

1. To approve the accounts
Councillors unanimously approved receipts and payments as stated in Appendix 1.
2. To discuss purchase of extra burial space from Severn Trent Water – Update
The Clerk reported that she had tried to instigate a meeting with members of the PCC and it had been agreed that the meeting would take place prior to the Annual Parish Council meeting on 11th May.
3. To discuss Napton First Responders – update
Cllr Gooderham reported that there was no First Responder Group in the Village at the present time. The Clerk reported that she had been in touch with a representative of the Group who had borrowed the Napton defibrillator and was pursuing whether the Group wished to purchase it. Following a discussion, it was agreed that the Clerk contact Keith Bromwich at WMAS to seek his advice regarding the purchase of a cabinet and defibrillator unit to be placed in a village location.

10 Councillors Items

Cllr Gooderham said that as only three of the existing members of NPC had put their names forward to continue on NPC, postponing the Annual Parish Assembly may be a good idea. She felt that it would give NPC more time to try and see whether there were any members of the community who were interested in becoming Cllr's. It was agreed that the Clerk would advise all stakeholders of the postponement of the Parish Assembly and that it would take place in May instead. Cllr's unanimously agreed to this motion.

Cllr Clarke reported that the roundel on the 30 mph repeater sign on Hackwell Bank was missing. The Clerk agreed to report this again. Cllr Clarke also said that the signpost at the bottom of The Butts at the bottom of the road needed to be re-instated.

Cllr Bayley reported that he had been notified that a large lump of debris had fallen off the back of a County Waste vehicle onto the new car of a Parishioner on Brickyard Road.

11 Matters Arising

1. To discuss the installation of a one-way system in St Lawrence Close and/or Fells Lane
The Clerk reported that she had heard from the traffic engineers at WCC and she had been advised that there was no funding available for a one-way system to be installed at the present time. Cllr Watson said that there were safety issues involved with children walking to and from the school along Fells Lane and NPC could look at funding improvements in the future. Following a discussion, it was agreed that the Clerk pursue funding to enable the surface of Fells Lane to be utilised by children travelling to and from school more easily.
2. To discuss progress at the Allotments & the provision of fencing alongside Mill Road
It was agreed that this item be deferred until the next NPC meeting in May.

12 Playing Field

1. To discuss the requirement for two Cllr's to sit on the Playing Field Committee
The Clerk reported that she had contacted a representative from the Playing Field Committee who had advised that the Safety Reports were being carried out regularly. She said that she had met with Cllr Watson to discuss a way forward and this was ongoing.

13 Adoption of the following Policies & Meeting Dates :

1. **Updated Standing Orders**
2. **Updated Financial Regulations**
3. **Media Policy**
4. **Publications Scheme**

NPC unanimously **RESOLVED** to adopt the above policies. This motion was proposed by Cllr Gooderham, seconded by Cllr Clarke.

5. **Dates for the NPC Meetings in 2015**

The Clerk agreed to alter the date of the Annual Parish Assembly so that the dates for the NPC meetings in 2015 could be published.

14 Business considered Urgent by the Chairman

There was no business considered urgent by the Chair.

15 Dates of Forthcoming Meetings

20th April 2015 – Annual Parish Meeting

Financial Statement

To note and approve Receipts:

To note and approve payments

Excl. VAT

Southam Office Supplies – Printing & Laminating	£ 30.45	£ 25.37
Godfrey Payton – Sportsfield Rent -	£ 10.00	£ 10.00
Napton Sports Association – Water Usage & Management (S/F)	£1,000.00	£1,000.00
Napton Sports Association – Contribution to grass cutting (S/F)	£1,500.00	£1,500.00
G A Bailey – Clerks Pay -	£ 882.09	£ 882.09
E.On – Street Light Electricity -		
Southam Office Supplies – Printing & Stationery -	£ 69.45	£ 57.88
HM Revenue & Customs (Tax and NI) -	£ 84.80	£ 84.80
G A Bailey–Expenses–Postage, Stationery etc. (Jan, Feb & Mar)	£ 56.46	£ 56.46
Edge House Solutions – Preparing NHW Page on Web Site - (paid out of NHW funds)	£ 70.00	£ 70.00
Plus.Net.Com - Broadband Internet & Telephone Services – April 2015	£ 33.67	£ 28.06

Bank Balance & Bank Reconciliation as at 28th February 2015 - **Balance: £6,512.90**

Bank Balance & Bank Reconciliation as at 31st March 2015 **Balance: £4,856.48**