

Moulton Parish Council

Minutes of Parish Council Meeting

Date: 7th March 2023 **Time:** 7.15pm

Location: Moulton Community Centre

Agenda Item:		
24/23	Conduct a Public Session (Duration and content at Chairman's discretion)	
	<p>Resident Oakley Drive brought the following matters to council attention:</p> <ul style="list-style-type: none"> • Overhanging foliage at various points throughout the parish • New school development – contractors parking two vehicle wheels on the path • The gate to the footpath at the end of Thorpeville has been removed and left in the hedge • Poor condition of footpaths throughout the parish <p>All the issues are the responsibility of West Northants Council. Cllr Warren requested the resident to report the matters directly to Fix My Street and he would contact the Cabinet Member for Highways and the Planning Enforcement Team to request a speedy resolution.</p> <p>Resident Church Street addressed council regarding the parking problems that had been caused following the installation of the yellow lining. Three resident parking spaces have been lost on Church Street placing additional pressure on Parade Bank. Highways Community Liaison Officer to visit site and look at options.</p>	<p align="center">MW</p> <p align="center">CC</p>

Record Attendance, Absence and Apologies from councillors not in attendance. Resolution to accept:

25/23	<p>Councillors (Parish):</p> <p>Councillors (West Northants):</p> <p>Executive Officer:</p> <p>Other Attendees:</p> <p>Apologies:</p> <p>Absence:</p>	<p>Cllr Paul (GP), Cllr Fehnert (SF), Cllr Marshall (JM), Cllr White (KW), Cllr Swallow (YS), Cllr Swannell (MS), Cllr Aarons (DA), Cllr Bennett (NB), Cllr Morrow (TM)</p> <p>Cllr Warren (MW)</p> <p>Jane Austin</p> <p>None</p> <p>Cllr Curran (CC) unwell, Cllr Conway (DC) holiday, Cllr Moss (GM) prior commitment,</p> <p>None</p>
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Agenda Item:	Discussion Content:	Action:
26/23	Record any Declarations of Interest on subjects included on this agenda. Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate:	Action:
	Cllr Aarons reminded councillors of their duty to declare an interest on agenda items if necessary.	
27/23	Dispensations: To consider written requests for dispensation of DPI	
	None	
28/23	Accept Minutes of Council Meeting held on 7th February 2023. Resolution to accept and sign.	Action:
	It was resolved to accept the minutes of the council meeting held on 7 th February 2023.	
29/23	Report on Previous Agenda Items	
	None	
30/23	Councillors Monthly Update -Councillors to report back on actions during the previous month. Resolution to Approve Actions.	
	Cllr Aarons detailed a Thermal Imaging Heat Loss initiative being undertaken by another council and suggested MPC look into this and consider offering this service to residents. Cllr Aarons updated council on the progress of the installation of solar panels. At a meeting held yesterday morning it was noted that installation will take place towards the end of the summer due to a long lead time for obtaining authority from the electricity company. Cllr Bennett requested that a number of questions were asked of the supplier. Cllr Bennett to send questions to be asked to Bookings Administrator who will forward to supplier. Cllr Swannell updated council on the progress of the artwork designs for the signage boards in Crow fields and Busbys Meadow. QR codes to be investigated for additional information on website	NB
31/23	Executive Officer Update. Resolution to Agree Actions	
	The EO reported that the build was progressing to schedule and no problems have arisen to date.	
32/23	Planning Related Matters:	Action:
	1. Planning Applications -Planning Committee Responses previously submitted to Planning Authority listed as Appendix 2.	
	All councillors have received a copy of Appendix 2. Cllr Morrow thanked Cllr Bennett for responding to planning applications in his absence.	
	2. Update on Mulberry Homes Planning Application	
	Cllr Aarons reported that the retrospective planning application for engineering works had been withdrawn from committee. Cllr Aarons thanked Cllr Warren, Cllr Fehnert and Cllr Conway for their input into this matter.	
33/23	Finance, Administration and Governance Related Matters	
	1. Approve Payments as Listed in Appendix 1. Resolution to Approve	
	It was resolved to approve and make the payments listed in Appendix 1	EO
	2. Annual Update of finance Related Policies. Recommendation for Approval by Full Council	
	It was resolved to approve the Financial Control and Internal Audit Procedure Policy, Financial Regulations and Financial Risk Assessment	EO
	3. Business Plan Update. Resolution to Approve	
	It was resolved to approve the amended Business Plan. Cllr Warren updated council on the progress of the Boundary Commission. The recommendations submitted for new ward boundaries has been submitted and consultation will now take place. The proposed boundary for the new Moulton ward is Boughton, Pitsford,	EO

	Moulton, Overstone, Moulton Leys and Cottingham Drive. Consultations on parish boundaries will follow.	
	4. Consider Play Equipment Surfacing quote. Recommendation for Approval by Full Council	
	It was resolved to approve the quote received from RTC Surfacing.	EO
	Finance, Administration and Governance Related Matters Continued:	
	5. Annual Update of Policies. Resolution to Approve	
	It was resolved to approve and adopt the following policies: General Privacy Notice, General Privacy Notice for Staff, Grievance Procedure, Managing the Performance of the council as a corporate body, No Smoking, Records Retention, Recruitment, Street Lighting, Subject Access Request, Training, Tree Management, WIFI and Induction Checklist	EO
34/23	Highways Matters Cllr Curran	
	a. Discuss lining on Church Street. Resolution to Agree Actions Council discussed the representation from the Church Street resident. The EO read out an email received from a resident in Parade Bank b. Discuss Prince of Wales Row parking on Overstone Road. Resolution to Agree Actions A short discussion took place on this matter. It was resolved to contact the Highways Community Liaison Officer and request they make a visit to both sites to find a solution.	CC
35/23	Consider Request from Commonwealth War Graves Commission to install signs indicating war graves at Moulton Cemetery. Resolution to Agree Actions	
	It was resolved to approve the request from the Commonwealth War Graves Commission.	EO
36/23	Consider Allocating Green Space for Community Gardens/Orchards.	
	It was resolved to progress this scheme. Cllr Swannell to identify suitable areas in time for display/consultation at the Annual Parish Meeting in May.	MS
37/23	Consider Taking Part in 'No Mow May'. Resolution to Agree Actions	
	It was resolved to consider areas throughout the parish that would be suitable to take part in this initiative. Cllr Swannell to identify areas and liaise with the green works contractor. Areas identified to be publicised in April.	MS
38/23	Next Meeting Date – Tuesday 4th April 2023	

Meeting Closed at 8.26pm Copies to: Parish Councillors (12), West Northants Councillors (3),

Chairman's Acceptance Signature.....Date.....

Appendix 1 March Payments

Supplier	Invoice Details	Payment Amount (£ net)
Genee (WeDo Finance)	86" TV and trolley	£3,910.00
Redrup Electrical Services	A/C electrics to Library and Nethercote	£1,422.52
700 Refrigeration	A/C to Fitzjohn deposit payment	£4,590.00
Warwick District Council (CW)	MCC building works inspection fee	£600.00
Waterdene	Café stock (x 4 invoices)	£607.84
Waterdene	Café stock	£154.31
J Stamp & Sons	Overpayment refund	£3.00
Onefoursix	Design and print Moulton Scene Spring/Summer 2023	£4,120.00
R&G	Anti-vandal paint and repair park gate	£736.00
Northampton H20 Ltd	Radiator works	£180.00
Complete Bus Solutions	Stationery, ink, postage and paper (x 5 invoices)	£578.61
AA Pat Testing	MCC PAT testing	£69.28
WNC	MCC Premises Licence	£295.00
Natalie Green & Co	Payroll set up and services (Sep 22 - Jan 23)	£2,190.00
Codner Creative	Public Gardens lock/unlock - February 2023	£140
Capital Floors	Annual deep clean to main hall floor	£974.67

Prestige Landscapes	Greenworks, cleaning, litter picking and gritting - February 2023	£5,229.73
Ashby Computer Services	Microsoft 365 charges	£106.37
Yellow Bourbon Coffee Roasters	Café coffee	£338.00
ALCC	Annual subscription fee	£50.00
Arthur J Gallagher Insurance	23/24 MPC/MCC insurance premium	£7,025.31
		£33,320.64

Appendix 2 Planning Applications Reviewed by Planning Committee and Responses Submitted to Planning Authority

Application Details		Planning Committee Response
<u>WND/2022/1094</u>		E Buchanan Approved 20/02/23
Description:	Two storey front extension and single storey side extension.	
Location:	The Monks Way 1, Pitsford Road, Moulton, Northamptonshire, NN3 7SS	
<u>WND/2022/1107</u>		Mr T Cantwell Approved 20/02/23
Description:	Construction of two storey side extension and single storey outbuilding. Conversion of side wing to annexe.	
Location:	Spring Meadow Farm, Spectacle Lane, Moulton, Northamptonshire, NN3 7RY	
<u>WND/2023/0059</u>		Mr M Venton Approved 20/02/23
Description:	Work to trees in a conservation area	
Location:	Waterloo House 21, Church Street, Moulton, Northamptonshire, NN3 7SP	

<p>WND/2023/0071</p> <p>Description: Work to trees within a conservation area</p> <p>Location: Moulton Pocket Park (aka Busby's Meadow), Church View, Moulton, Northamptonshire</p>	<p>Mr M Venton MPC application - No Comments</p>
<p>WND/2022/1132</p> <p>Description: Demolition of existing front and rear single storey extensions. Construction of larger single storey rear extension. Remodel north elevation. Insert 3 no. conservation rooflights and change fenestration to east and south elevations</p> <p>Location: Ramble House 11, Cross Street, Moulton, Northamptonshire, NN3 7RZ</p>	<p>Mr T Cantwell Approved 20/02/23</p>
<p>WND/2022/0945</p> <p>Description: Construction of three industrial units and parking</p> <p>Location: Hi Spek House, Pitsford Road, Moulton, Northamptonshire, NN3 7RT</p>	<p>Nisar Mogul 14/03/23</p>
<p>WND/2023/0082</p> <p>Description: Work to trees subject of tree preservation order TPO164</p> <p>Location: 8, Stewart Close, Moulton, Northamptonshire, NN3 7WU</p>	<p>Mr M Venton 14/03/23</p>