

**Moulton Parish Council**

**Minutes of Parish Council Meeting**

**Date:** 5<sup>th</sup> November 2024 **Time:** 7.00pm

**Location:** Moulton Community Centre

<b>Agenda Item:</b>		
<b>107/24</b>	<b>Conduct a Public Session (Duration and content at Chairman's discretion)</b>	
	No Public Session required. Oliver Symons, Principal Moulton College, introduced himself to council and stressed his willingness to work with council and the community. Cllr Aarons welcomed Oliver to Moulton and assured the Principal that the parish council were looking forward to a positive and productive working relationship.	

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

<b>108/24</b>	Councillors (Parish):	Cllr Aarons (DA), Cllr Fehnert (SF) Cllr Smart (RS), Cllr Paul (GP), Cllr Morrow (TM), Cllr Marshall (JM), Cllr Moss (GM), Cllr Bennett (NB), Cllr Hinkson (DH), Cllr Swallow (YS), Cllr Swannell (MS)
	Councillors (West Northants):	Cllr Warren (MW),
	Executive Officer:	Jane Austin
	Other Attendees:	2
	<b>Apologies:</b>	Cllr Conway (DC) holiday, Cllr White (work commitments)
<b>Absence:</b>	None	

<b>Agenda Item:</b>	<b>Discussion Content:</b>	<b>Action:</b>
109/24	<b>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:</b>	Action:
	Cllr Aarons reminded councillors of their duty to declare an interest on agenda items if necessary.	
110/24	<b>Dispensations: To consider written requests for dispensation of DPI</b>	

	None	
111/24	<b>Accept Minutes of Council Meeting held on 1<sup>st</sup> October 2024. Resolution to accept and sign.</b>	Action:
	It was <b>resolved</b> to accept the minutes of the council meeting held on 1 <sup>st</sup> October 2024.	
112/24	<b>Report on Previous Agenda Items</b>	
	None	
113/24	<b>Councillors Monthly Update -Councillors to report back on actions during the previous month. Resolution to Approve Actions.</b>	
	Cllr Swallow reported on the encouraging library annual review which footfall increasing. Cllr Moss confirmed that he and Cllr Smart had completed the Local Transport Plan consultation response on behalf of council. Cllr Swannell informed council that approx. 200 trees had been received and would be planted in the next few weeks.	
114/24	<b>Executive Officer Update. Resolution to Approve Actions</b>	
	The EO reported that the transfer of Public Open Space land at Marsh Spinney was on the verge of completion and commuted maintenance monies received. The Community Governance Review had been finalised and the boundary between Moulton and Pitsford amended to better reflect the circumstances. Approximately 20 properties would move from Moulton parish to Pitsford.	
115/24	<b>Planning Related Matters:</b>	Action:
	1.Planning Applications -Planning Committee Responses previously submitted to Planning Authority and Responses to be determined at Full Council Appendix 2	
	All councillors have received a copy of Appendix 2	
	2. Update on Mulberry Homes Cllr Fehnert updated council on his correspondence with Mulberry Homes. Two meetings had been scheduled neither of which had taken place. After some discussion it was resolved to send the following points to the case officer, Director of Planning and Chair of the Planning Committee on Wednesday morning: Moulton Parish Council recommend Refusal of this application and strongly object to the proposals put forward in the application for the following reasons: The flood risk for adjacent sites has not been dealt with fully. Further work is required to consider the impact on surrounding fields and properties. The soil levels should be returned to the original levels so the land can be safely used for recreational purposes. It was resolved for Cllr Fehnert to represent the pc at the planning committee meeting.	<b>EO</b>        <b>SF</b>
116/24	<b>Finance, Administration and Governance Related Matters</b>	Action:
	<b>Recommendations from Finance Committee 28<sup>th</sup> October 2024</b>	
	<b>1. Approve Payments as Listed in Appendix 1. Resolution to Approve</b>	
	It was <b>resolved</b> to approve the payments as listed in Appendix 1.	<b>EO</b>
	<b>Finance, Administration and Governance Related Matters Continued:</b>	
	2. Parish Mowing Agreement 2025/26. Resolution to Approve	
	It was <b>resolved</b> to enter into the Parish Mowing Agreement for the year 2025/26.	<b>EO</b>
	3. Accept Legal Advice re: Bob Eady Trust. Resolution to Agree Actions	
	It was <b>resolved</b> to accept the advice from the solicitor and progress a Trustee Resolution and consider a name change for the archive collection.	<b>EO</b>
	4. Accept Legal Advice re: Manfield Hall. Resolution to Agree Actions	
	It was <b>resolved</b> to accept the advice from the solicitor and request additional information from the tenant.	<b>EO</b>
	5. Changes in Employment Law – Employer’s new duty to prevent sexual harassment at work. Resolution for all councillors to read training briefing and	

	agree actions.	
	It was <b>resolved</b> for all councillors and staff to undertake training as soon as available.	<b>EO</b>
	6. Report on Website, Social Media and Moulton Scene. Resolution to Agree Actions.	
	The EO reported that the CIO website is in progress, a more strategic approach for social media is being put into place and a reconfiguration of the Moulton Scene	<b>EO</b>
	7.Parish Pricing Schedule. Resolution to Recommend Approval a. Cemetery Table of Fees b. Moulton Community Centre Hall Hire Review c. Moulton Village Hall Hire Charge Review	
	a. It was <b>resolved</b> to approve the cemetery table of fees. New pricing to take effect from January 1 <sup>st</sup> 2025.	<b>EO</b>
	b. It was <b>resolved</b> to approve Moulton Community Centre Hall 2026 Pricing Review	<b>EO</b>
	c. It was <b>resolved</b> to approve Moulton Village Hall 2026 Pricing Review	<b>EO</b>
	<b>Finance, Administration and Governance Related Matters Continued:</b>	
	8.Council Policies: a. Approve and Adopt Premises Age Verification Policy b. Approve Amends to Cemetery Regulations	
	It was <b>resolved</b> to approve and adopt the Premises Age Verification Policy.	<b>EO</b>
	It was <b>resolved</b> to approve the amends to the Cemetery Regulations	<b>EO</b>
	9. Update on Councillor Vacancy. Resolution to Agree Actions	
	It was <b>resolved</b> to advertise the councillor vacancy and add the item to the agenda for December.	<b>EO</b>
	10. Discuss Local Council Elections May 2025. Resolution to Agree Actions	
	All councillors have received a copy of the Ncalc presentations regarding the 2025 local council elections. It was <b>resolved</b> to include an article in the Spring issue of the Moulton Scene advertising the election and requesting residents to come forward for councillor positions.	<b>EO</b>
	11. Formally Rename Finance Committee title to Finance and Human Resources (HR) Committee to mirror Terms of Reference. Resolution to Approve.	
	It was <b>resolved</b> to formally rename the Finance Committee to Finance and Human Resources Committee.	<b>EO</b>
117/24	Discuss Remembrance Day Arrangements. Resolution to Agree Actions	
	Cllr Aarons updated council on recent correspondence with the parish church and leader of uniformed groups and confirmed that the Remembrance Day Parade would include the Public Gardens.	
118/24	Discuss Community Planting Initiative. Resolution to Agree Actions.	
	It was <b>resolved</b> to progress the community planting initiative and for Cllr Swannell to liaise with the resident.	<b>MS</b>
119/24	Discuss Proposals for Storage Shed Public Gardens. Resolution to Agree Actions.	
	It was <b>resolved</b> to agree for Vespaccino to increase their floor space in the storage shed.	<b>EO</b>
	<b>EXCLUSION OF PRESS AND PUBLIC</b> <i>It is recommended that in view of the confidential nature of the following items, the public shall be excluded while the following item is discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972</i>	
120/24	Update on Staffing Review. Resolution to Agree Actions.	
	1. It was <b>resolved</b> to progress the action as recommended by the Finance Committee	<b>EO</b>

	2. It was <b>resolved</b> to progress the action as recommended by the Finance Committee	<b>EO</b>
121/24	<b>Next Scheduled Meetings 2024</b> Tuesday December 3rd <b>2025</b> Tuesday January 14 <sup>th</sup>	

**Meeting Closed at 8.17pm Copies to:** Parish Councillors (13), West Northants Councillors (3),

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

### Appendix 1 November Payments

Supplier	Invoice Details	Payment Amount (£ net)
Hunt & Coombs Solicitors	Professional charges re: Manfield Hall	£1,509.00
Royal Mail	Christmas newsletter delivery charge	£247.45
Waterdene	Café stock	£114.90
Waterdene	Café stock (x 6 invoices)	£862.03
The Little Bakery of Happiness	Café cakes	£122.80
Northampton Signs	No dogs sign x 2	£70.00
Skyline Taxis	Community Transport Scheme travel (x 3 invoices)	£443.19
Chris Chapman	Waste bin installations	£355.00
Rob's Nursery	Winter planting	£448.20
Complete	Ethernet cables and ink cartridge	£85.20
Securifire	CCTV bi-annual service to MCC and PG's (x 2 invoices)	£125.00
IGM Automated Entrances	Parts and labour to fix door	£107.00
Onefoursix	Design/print Christmas newsletter	£600.00
Yellow Bourbon Coffee	Café coffee	£174.00
Ashby Computers	Microsoft 365 charges & 1TB cloud backup (October charges)	£210.75
Prestige Landscapes	Greenworks and village maintenance monthly charge (October 2024)	£5,427.57
Northants CALC Ltd	Planning Nuts & Bolts Course x 2	£84.00
Codner Creative	Public Gardens lock/unlock - August 2024	£155.00
Eibe	Play equipment parts	£596.98
Miracle Design & Play	play equipment panel	£295.33

K&J	MCC window clean (inside and out)	£54.00
Mo Sounds Ltd	Movement of property	£130.00
Jurang	Milk system cleaning tablets	58.32
		<b>£12,275.72</b>

## Appendix 2 Planning Applications

Ref: Proposal Location	N-377 2 new zebra crossings Overstone Road and Thorpeville Road	Gary Payne Kier 24/10/24 We would ask that Shrouds are placed over the yellow Belisha beacons to reduce overspill on surrounding properties.
Application No. Proposal Location	<a href="#">2024/4754/FULL</a> Single Storey Rear Extension 8 Church Hill, Moulton, NN3 7SW	Afiya Banu 04/11/24 Support
Application No. Proposal Location	<a href="#">2024/5025/TPO</a> NOTIFICATION OF TREE WORK PRUNE TO 1 X BEECH TPO: DA 339 - T1 WEST STREET MOULTON NN3 7RR	Michael Venton 18/11/24
Application No. Proposal Location	<a href="#">2024/5057/TCA</a> NOTIFICATION OF TREE WORK REDUCTION TO 1 X POPLAR WESTFIELD COTTAGE 21 CROSS STREET MOULTON NN3 7BX	Michael Venton 19/11/24
Application No. Proposal Location	<a href="#">WND/2022/0964</a> Retention of deposited material and its remodelling through engineering works to create an area of Public Open Space as required under planning approval DA/2018/1042. Land To South Of Boughton Road Moulton Northamptonshire	N/A Notification of agenda item at the Planning Committee meeting on the 6 <sup>th</sup> November.