

LILBOURNE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

Held on Wednesday 22nd February 2023 at 1900 hrs

Lilbourne Village Hall.

clerk@lilbourne-pc.gov.uk

www.lilbourneparishcouncil.org

Attendees: Councillors Tarplee, Robertson, Newhouse, Tetley, and King

Clerk: Mrs C E Valentine

3 members of the public were present Apologies Unitary Cllr Humphries – report included.

23/563	<p>APOLOGIES Apologies received and accepted from Councillor Alexander (personal) Councillor Egdell not present.</p>		
23/564	<p>DECLARATIONS OF INTEREST Councillor Robertson – Minibus Relief Driver</p>		
23/565	<p>APPROVAL OF MINUTES It was RESOLVED to approve the minutes of the Ordinary Parish Council meeting of 25th January 2023 as a correct record.</p>		
23/566	<p>AMENDMENT TO STANDING ORDER – Meetings Generally p.3 (f) and (g) It was RESOLVED to amend public participation to 3 minutes per person maximum 15 minutes.</p>		
23/567	<p>PUBLIC PARTICIPATION Two members of the public representing the village hall made a presentation having submitted a request for a grant towards village hall activities including King Charles III coronation for the village (see item 5b). A member of the public reminded the council of the plants awaiting collection for planting under the noticeboard. It was RESOLVED to approve the Chairman moving item 23/572 5(b) to this point of the meeting. Notes page 3.</p>		
23/568	<p>PLANNING</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 5%; text-align: center;">1.</td> <td> <p>NEW APPLICATIONS</p> <p>a) No further applications.</p> <p>b) WND/2022/1011 (Amended) Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 0ST Construction of detached dwelling and associated parking and formation of new access Deadline to respond 24th February 2023. It was RESOLVED to object: The PC are concerned that from Chapel Lane there is vehicular access directly opposite that will cause issues in a narrow lane. There is concern about the height of the proposed dwelling. The proposal is felt overbearing for The Green and is not in keeping with the character of its surroundings. The development appears too big for the plot and its position will overlook the village green. Not all the building materials have been specified to understand fully its design and how it will complement the existing landscape and buildings. It is believed with the newly created and existing driveways, there could be an issue with cars using access in and out of the property from both entrances and number of car spaces. The position of the development will have a negative impact on the landscape, impression, and amenity in this location. There are concerns it will not fit in with the existing character of the older properties. Although there is mention of supporting housing needs in this application this has been met with the recent development in Hillmorton Lane. It was RESOLVED to notify Unitary Councillors to call in the application for committee.</p> <p>c) Infrastructure Planning Statutory Instrument 2014No.1796 The Daventry International Rail Freight Interchange Alteration Order 2014 Requirements No: DCO/2023/0001 Discharge Requirement 6 (g) of the Daventry International Rail Freight Interchange Alteration Order 2014 in respect of the installation of 4 no. traffic gantries and proposed minor changes to the layout and design of Zone B Plot 2 (DC5), which was previously approved by the Council under discharge of Requirements ref. DCO/2020/0001, DCO/2020/0009 and DCO/2020/0010, DCO/2022/0009. DIRFT III, Zone B, Plot 2 (DC5), Watling Street, Yelvertoft, Northamptonshire Observations in writing to WNC by 1st March 2023. It was noted that this may increase further light pollution.</p> </td> </tr> </table>	1.	<p>NEW APPLICATIONS</p> <p>a) No further applications.</p> <p>b) WND/2022/1011 (Amended) Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 0ST Construction of detached dwelling and associated parking and formation of new access Deadline to respond 24th February 2023. It was RESOLVED to object: The PC are concerned that from Chapel Lane there is vehicular access directly opposite that will cause issues in a narrow lane. There is concern about the height of the proposed dwelling. The proposal is felt overbearing for The Green and is not in keeping with the character of its surroundings. The development appears too big for the plot and its position will overlook the village green. Not all the building materials have been specified to understand fully its design and how it will complement the existing landscape and buildings. It is believed with the newly created and existing driveways, there could be an issue with cars using access in and out of the property from both entrances and number of car spaces. The position of the development will have a negative impact on the landscape, impression, and amenity in this location. There are concerns it will not fit in with the existing character of the older properties. Although there is mention of supporting housing needs in this application this has been met with the recent development in Hillmorton Lane. It was RESOLVED to notify Unitary Councillors to call in the application for committee.</p> <p>c) Infrastructure Planning Statutory Instrument 2014No.1796 The Daventry International Rail Freight Interchange Alteration Order 2014 Requirements No: DCO/2023/0001 Discharge Requirement 6 (g) of the Daventry International Rail Freight Interchange Alteration Order 2014 in respect of the installation of 4 no. traffic gantries and proposed minor changes to the layout and design of Zone B Plot 2 (DC5), which was previously approved by the Council under discharge of Requirements ref. DCO/2020/0001, DCO/2020/0009 and DCO/2020/0010, DCO/2022/0009. DIRFT III, Zone B, Plot 2 (DC5), Watling Street, Yelvertoft, Northamptonshire Observations in writing to WNC by 1st March 2023. It was noted that this may increase further light pollution.</p>
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	3. APPROVED
	WND/2022/0993 Single storey front extension 2, Yelvertoft Road, Lilbourne, Northamptonshire, CV23 0SY. Approved 31.01.23 Noted.
	<p>Search and comment planning: https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application</p>
23/569	<p>MINIBUS</p> <p>It was RESOLVED to obtain three quotes for Vehicle cleaning (valet type of clean) for next meeting ACTION: Minibus Administrator. Also to clarify what cleaning duties are undertaken by the drivers. New vehicle lead time 8 weeks - no further details from supplier. Discuss plans for livery, current vehicle and appoint those responsible for receiving new vehicle and disposal of current when able. Additional volunteer drivers needed for town runs. A couple of town runs also cancelled due to driver illness.</p>
23/570	<p>CORRESPONDANCE</p> <p>a) WNC Election Staffing Request - Elections Team for circulation – It was RESOLVED to add to social media and the newsletter.</p> <p>b) The Department for Levelling Up, Housing and Communities (DLUHC) confirmed the amount that parish and town councils can spend under Section 137 for 2023/24 is £9.93 per elector. Section 137 is the power to incur expenditure for certain purposes not otherwise authorised. It was noted.</p> <p>c) West Northamptonshire Council (WNC) has created a web page – https://www.westnorthants.gov.uk/news/support-those-affected-turkey-syria-earthquakes listing all the national and International Disaster Emergency Committee (DEC) charities, or residents can donate to DEC directly at https://donation.dec.org.uk/turkey-syria-earthquake-appeal It was RESOLVED to add to the newsletter.</p>
23/571	<p>PROLOGIS – Cllr Robertson has met with Prologis and they are looking into carrying out the following work: Add a new gate at the far end (on original plan); maintenance of area around path (weeds) respray and seeding. Path may also need topping up. Replacing dead shrubs that died during the hot summer last year. Removal of the heras fencing from path end at Hillmorton Lane. Cllr Robertson will be meeting with Prologis and their contractor in the next few weeks to progress.</p>
23/572	<p>VILLAGE PROJECTS AND MAINTENANCE</p> <p>To consider updates on the following matters for decision:</p> <p>1. <u>Jubilee Meadow - Hillmorton Lane.</u></p> <p>a) Fire Brigade may carry out a safety visual audit – It was RESOLVED to leave on agenda for Cllr Egdeell.</p> <p>b) Wild flower area behind the pond and Queens Jubilee plaque – It was RESOLVED to wait on Prologis but need more ideas for planting behind pond.</p> <p>c) It was RESOLVED to order lifebuoy and signage as previously reviewed. Prologis are not being asked to pay for these items.</p> <p><u>Millennium Wood</u></p> <p>2. It was RESOLVED that as the land belongs to Lilbourne Parish Council and the wildlife is being monitored and looked after by a couple of parishioners it would be sensible to ask them if they would consider being caretakers of the area for the Parish Council as they are grateful that the habitat is being watched over. There is concern opening up the area to public it would not be safe due to the ranch style fencing and the motorway, and it is a small area, but PC to investigate the original intention of having access created either via Wills Lane or even Village Hall end so that it is at least accessible – Clerk to contact West Northants Council.</p> <p>3. <u>Play Area and Sports Field</u></p> <p>a) Zip wire repairs – noted on order awaiting parts. Await update Cllr Egdeell regarding play inspection.</p> <p>b) New play equipment – investigating moved to next meeting</p> <p>4. <u>The Green/Highways</u></p> <p>a) Highways matters - Cllr King reported he is regularly reporting matters to fixmystreet. It was RESOLVED to add to the newsletter to report issues and potholes via https://fixmystreet.northamptonshire.gov.uk/.</p> <p>b) Flooding issues – none</p> <p>c) Temporary flag pole and base for The Green – ideas for consideration: It was RESOLVED to proceed with three quotes with an inner sleeve.</p>

<https://flagmakers.co.uk/blog/resources/do-you-need-planning-permission-to-put-up-a-flagpole/>

5. Village Hall

- a) Defib pads and battery on order delay on despatch. It was **RESOLVED** Cllr King will be responsible for the defibrator – Cllrs Tarplee to pass on information/ any spare replacement parts. Awaiting order before progressing servicing.
- b) A Grant request for funding towards activities at the village hall was received. It was **RESOLVED** to award £1500.00 windfarm fund to the village hall per grant request and the Parish Council will also fund a small commemorative gift for each household in the village for King Charles’ III coronation (s137). Village Hall to organise and seek quotes for the council to consider. Clerk to purchase item for VAT purposes.

6. Footpaths and verges

- a) It was noted the replacement bin near Catthorpe Bridge has been installed.

7. Other projects

- a) Village Newsletter -Councillor Newhouse noted actions during the meeting for Councillor Alexander for the next newsletter. Village Hall to submit report following this PC meeting.

8. Burial Ground

- a) It was **RESOLVED** that the Village Maintenance Contractor with continue with on going maintenance following levelling work at the burial ground - raking and reseeding the ground.
- b) Noticeboard – outstanding for next meeting.
- c) Confirm Cllrs responsible to assist with burial ground matters. No councillors present were able to commit to this area of responsibility. Action to ask Cllr Hoare.
- d) It was **RESOLVED** to approve a cremated remains casket in a plot with a memorial stone.

23/573

FINANCE

- a) It was **RESOLVED** to approve the bank reconciliation statement
Bank balance Barclays as of 16.02.23 £53,980.48 payments received 31.01.23 WCC County Fund £115.84; 03.02.23 SJ Caldwell £105.00 minibus; 14.02.23 T Faulkner £155.00 minibus; Payments £540.90 Lilbourne Garage vehicle repairs; £170.20 Legal fees. HSBC Account balance – paper statement at 15.01.23 £69,094.54.

- b) It was **RESOLVED** to approve the payment of staff for February 2023
(payroll not received in time for this agenda due to earlier meeting in month).
It was **RESOLVED** to approve regular payment for Npower Commercial - Street Lighting usage.
It was **RESOLVED** to approve the following payments in February 2023:

PC Expenditure				
Feb	BACS	The Printing Works inv 10045 newsletter	35.00	Local Government Act 1972, s.142
Feb	BACS	BT Village Hall WiFi February 2023	45.12	Telecommunications Act 1984 s97
Feb	BACS	Personnel Advice Solutions Ltd – February 2023	120.00	LGA (1972) s111
Feb	BACS	West Northamptonshire Norse Ltd – Bin installation inv: 52IN-000719	200.76	Litter Act 1983, ss.5-6
Feb	Chq	Lilbourne Parish Council transfer funds from HSBC account to Lilbourne Parish Council Barclays account	77,481.21	Switching LPC bank accounts only
Minibus Expenditure				
Feb	BACS	HSQE Ltd – Training I-HSQE-23a-3406 Manual handling awareness	92.40	LGA (1972) s111
Feb	BACS	Hughes Training Ltd inv:52334 driving day	375.00	LGA (1972) s111

	Feb	BACS	Hughes Training Ltd inv:51077 driving day & test	475.00	LGA (1972) s111
	Feb	BACS	JED Building and Maintenance private hire	110.00	LGA (1972) s111
c)	BANKING MANDATE UPDATE				
	It was RESOLVED to add Councillor King to the list of signatories for Barclays - signatories are Councillors Tarplee, Newhouse and Tetley. The Clerk suggested additional signatories for HSBC, the PC decided no further signatories required for HSBC as account to be closed and funds to be moved into Lilbourne Parish Council Barclay account. Current signatories are Tarplee and Robertson. Councillor Tetley to register for Barclays online banking asap.				
d)	LPC HSBC ACCOUNT CLOSURE				
	It was RESOLVED to approve bank transfer of all Lilbourne Parish Council funds in its HSBC bank account to Lilbourne Parish Council Barclays account. Closure of HSBC account. It was RESOLVED to open a Unity Trust Bank Account when HSBC account is closed. HSBC Cheque no. 101201 £77,481.21 signed by Cllrs Tarplee and Robertson at the meeting.				
e)	AUDITS AND POLICIES It was RESOLVED to approve:				
	a) The general risk assessment – moved to next meeting b) To review the effectiveness of internal control – Moved to next meeting Cllr Newhouse to review with Clerk c) It was RESOLVED to sign up to the civility and respect pledge d) It was RESOLVED that the PC would confirm if they hold a contract with a contractor if a client should request but it is not the Parish Council's policy to provide contractor references.				
23/574	AOB (No matters can become decisions)				
	The Chairman Councillor Tarplee announced that after five years she would be resigning from the Parish Council as Chairman and Councillor at the end of the meeting. The Parish Council thanked the Chairman for all her help and hard work during her time on the council and the Clerk thanked her for her help and support including that of staff and volunteers.				
23/575	CLOSED MEETING - CONTRACTS				
	<i>Not required</i>				
	<i>Meeting closed at 20:32 hrs</i>				
23/576	DATE OF NEXT MEETING:				
	Wednesday 29 th March 2023 at 1900 hrs				

Councillor's report (Lilbourne) February 2023

West Northants Council's Final Budget 2023/24

Details of the final Budget 2023/24 for approval at Full Council next week are in the link: [Agenda for Council on Wednesday 22nd February 2023, 5.00 pm - West Northamptonshire Council \(modern.gov.co.uk\)](#) Also in the documentation are the amendments proposed by the Liberal Democrat, Labour and Independent Groups.

[While the average council tax band D property is rising by 4.99% over the whole of West Northants in the old Daventry area the increase is 6.12% \(p.111 of the report\). This will amount to on average £97.67 annual increase.](#) The Band D figure does not include the parish council precept or the Council Tax set for Fire and Police services. Green waste charges are also proposed to rise from £42 per year to £55, affecting the majority of rural residents.

Inflation, global economic pressures caused by the war in Ukraine and significant cost and demand increases in Adult Social care, the Children's Trust and Home to School transport continue to place exceptional pressure on council finances. In the Budget report a commitment is made to maximise service efficiencies (totalling £3.2m) "in order to maintain and protect services as much as we possibly can."

The review on proposed revised car parking charges at Daventry and Brixworth country parks was announced by WNC on 24th January following public backlash. The charges as originally proposed – increasing the Daventry country park charge from £2.20 per day to £12 – are now back in the Budget report (p.188) in the list of 2023/24 fees and charges. Hourly charges are proposed to be £3 for 2 hours (in contrast to £2.20 if parking in Northampton); £4 for 4 hours and £6 for 6 hours. Residents and

Daventry Town Council will be understandably worried that visitors to the country park will seek to avoid the charges by using residential roads.

Planning Service

The Daventry Area Planning Committee will meet for the first time since November next month at the Forum in Towcester as Lodge Rd Daventry is being closed down. Councillors have not been informed why the last three meetings have been cancelled. The Service is still experiencing challenges with staff vacancies, a backlog of around 600 outstanding applications, a computer system that does not yet align all three previous authorities' planning portals and the disruption of all planning officers being moved to Towcester. The planning service is undertaking an "intensive clearance week" next week 20th-24th February to try and clear the backlog. This will not affect planning enforcement, conservation, tree or technical support.

A Planning Advisory Service (PAS) report will be brought to Cabinet next month with recommendations for improving the Service. PAS is a consultancy for local authorities, directly funded by the Department for Communities and Local Government. While the Council now has a permanent Assistant Director for Planning (having had an interim officer since last May) in post it's difficult to see how the service delivery can significantly improve with the continuing shortage of planning officers. This can only continue to impact on applicants, consultees and communities.

The Crick Solar Farm application to vary the conditions of the traffic management route to the site has now been withdrawn.

Cost of living and rural households – short survey

The Rural Services Network and the Rural Issues Group of Citizens Advice are jointly running a survey to understand more about rural household budgets at, what is, a very difficult time for many. Research has shown that those living in rural areas face some extra costs and they want to explore the impacts for households. The survey takes little time to complete and is open until 31st March: [Rural Households Survey on the Cost of Living \(surveymonkey.co.uk\)](https://survey.monkey.co.uk/survey/your/cost-of-living)

WNC emissions report

WNC's has published its first report on its CO2e emission levels. [WNC Emissions Base \(moderngov.co.uk\)](https://www.moderngov.co.uk/news/2022/12/14/wnc-emissions-report)

Last year the Council launched Sustainable West Northants and committed to being net zero in its own activities by 2030. In order to plan for, deliver and show evidence of progress towards this goal a robust set of baseline data is needed. The report has been shared with Climate Action West Northants, an independent group who have described the findings as a "significant achievement and a strong base for delivering actions to cut emissions. CA-WN looks forward to seeing how it influences the council's decision making and spending."

This positive news was eclipsed by another report this week highlighting Northampton as top of the league of UK cities with the worst air pollution. Our county town air is so toxic it's the equivalent of smoking 189 cigarettes a year. A press release has been issued by WNC which has not addressed this damaging report but has pointed to funding recently received for new initiatives to improve air quality. There will be a full update on current air quality monitoring, and future plans to reduce air pollution at the next Sustainability working group meeting which I attend.

https://www.mirror.co.uk/news/uk-news/uk-citys-air-polluted-residents-29201042?utm_source=twitter.com&utm_medium=social&utm_campaign=sharebar

New ward boundaries for West Northants

The consultation on the draft proposals was due to open this month, but has now been postponed to 7th March, running until 15th May.

Cllr Rosie Humphreys
20th February 2023