

LILBOURNE PARISH COUNCIL

Minutes of the Parish Council meeting

Held on Wednesday 26th July 2023 at 1900 hrs
in Lilbourne Village Hall.

Attendees: Councillors C Newhouse (Chairman), J Alexander, S Starling, A Hoare, C King, J Robertson.

Clerk: CE Valentine

Minibus Administrator F Howells-Palin

No members of public

Mrs C Valentine - Clerk to the Parish Council 07581 490581

clerk@lilbourne-pc.gov.uk

<https://lilbourne-pc.gov.uk>

23/656	APOLOGIES OF ABSENCE Apologies received and accepted from Councillor Chow. (Personal)													
23/657	SIGNING OF THE MINUTES													
	It was RESOLVED to approve the minutes of the Parish Council meeting of 28 th June 2023 as a correct record with the 23/549 5 b) Signpost replacement, not renewal.													
23/658	PUBLIC PARTICIPATION													
	No members of public present. A report from Unitary Councillor Humpries was circulated to the Council . A member of the public had sent a message that Lilbourne Meadows grass had been churned up . A request had been received for special permission to exercise dogs on the village hall playing field but dogs are unfortunately not permitted on the playing field.													
23/660	MINIBUS It was RESOLVED to move 23/660 MINIBUS as the next item. <ul style="list-style-type: none"> Garage - opinion of the wall . Update that a local builder would be asked to look at the garage wall for an opinion. Report back next meeting. To note additional vehicle keys on order – Paynes obtaining instructions on the vehicle cameras. Two garages have been contacted to investigate/quote - retrofit emergency fire extinguisher, to follow up. Routes/town. The Traffic Commissioner has processed payment regarding Saturday cancellations, just awaiting confirmation. It was noted the MiDAS training is scheduled for 29th July 2023. Drivers/school – no further updates It was discussed that more volunteer drivers required for service runs. One person expressed interest but could not make the training. Minibus Administrator keeping training record. Advertise for drivers over summer and revisit September. Clerk to send Councillor Alexander copy of the advert appearing in the Parish News. Webpage for the minibus. Minibus Adin to send Clerk webpage info to add to the website. 													
23/659	PLANNING													
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	AWAITING DECISION Noted		
	2023/5518/COND	The Old Manor House 9 Yelvertoft Road Lilbourne Northamptonshire CV23 0SY	Condition 4 of WND/2021/0913 [Materials] Application for approval of details submitted pursuant to Condition 4 of planning permission WND/2021/0913 [Listed building consent for construction of two single storey side extensions. Replacement of existing 1.1m side fence with 1.8m fence]
	2023/5520/COND	The Old Manor House 9 Yelvertoft Road Lilbourne Northamptonshire CV23 0SY	Condition 6 of WND/2021/0913 [Fittings] Application for approval of details submitted pursuant to Condition 6 of planning permission WND/2021/0913 [Listed building consent for construction of two single storey side extensions. Replacement of existing 1.1m side fence with 1.8m fence]
	DECISION – APPROVED Noted		
	WND/2023/0176	Burnham House 5 The Horsepool Lilbourne Northamptonshire CV23 0SU	Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme).
	WND/2023/0177	Burnham House 5 The Horsepool Lilbourne Northamptonshire CV23 0SU	Listed Building Consent for demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme).
	WND/2022/1011	Shires Hob 2 Chapel Lane Lilbourne Northamptonshire CV23 0ST	Construction of detached dwelling and associated parking and formation of new access
	To search and comment on a planning application visit: View and comment on a planning application West Northamptonshire Council (westnorthants.gov.uk)		
	VILLAGE PROJECTS AND MAINTENANCE		
	a) Jubilee Meadow - Hillmorton Lane. – No further updates		
a) Pro Logis maintenance no further updates			
b) Risk Assessment for approval for the pond area – Clerk to circulate risk assessment to the council for editing.			
b) Play Area and Sports Field – The Chairman has obtained a number of quotes for additional equipment and update was provided. It was RESOLVED to share quotes with the Council and consider at the September meeting.			
Repair damaged pieces of play equipment update and power cable issue.- In progress reviewing plans and await date.			
c) Play Inspection Company Renewal – Its was RESOLVED to continue with twice yearly inspections with the Play Inspection Company at £111.00 (April time) and Kompan – reminder October.			
3.Village Hall			
a) Broadband with BT Business now out of Contract – It was RESOLVED for the clerk to negotiate new provider asap.			
b) Defibrillator registered on “the Circuit”. Councillor King has replaced the pads and battery. It was RESOLVED to order more pads. The Defib records show last service was on 30.04.23.			
c) Bleed kits, cabinets and life support training for the village. Councillor King has kindly been looking into the matter and advised that the current defib box is too small to house a bleed kit with the heating element for the defib. It was suggested to make the process simple in emergency, a large defib box with heating element would be required to hold both defib and bleed kit. The bleed kit can be registered on the 999 system. Councillor King to obtain quotes for lockage box and kits. Box maybe around £900.00. Councillor King is to see if the Defib could be moved to the pub as it is a more prominent known location. An electricity supply will be needed. Councillor Alexander suggested trying the Sickness and Relief Fund for funding. Councillor King is also in discussion with St. John’s Ambulance about putting on a training course for the village relating to first aid/bleed kits.			
d) Renew CCTV – Councillor Robertson to seek quotes, Clerk to help.			
e) Damaged fencing (horses in field) next to playing field has been reported to West Northants Council to investigate the Clerk has progressed but await response. Action to chase.			
4.Highways/ Footpaths and verges			

23/661

	<p>a) Highways matters updates inc. potholes– It was noted reporting https://fixmystreet.northamptonshire.gov.uk/ . No matters for meeting.</p> <p>b) Signposts replacement. It was RESOLVED the Clerk is to add the signposts to fix my street and request the Pc would like to discuss with Highways options for style/design.</p> <p>c) Speed cameras and roads. Councillor Starling advised that she had met with West Northants Highways and the Clerk to discuss various speed reductions incentives around the village. They will make contact with LPC regarding the mobile VAS project and gather speed data as evidence to support a new layout. Look at the possibility of a ‘chicane’ style traffic calming feature on the Yelvertoft Road or a standard priority feature dependant on space. Lining “ crocodile teeth” at either end of the village is added for consideration next financial year. Highways are also quoting for a sign opposite the entrance to the Burial Ground. It was suggested to have at least three planters positioned near the centre of the village for plants that could support traffic calming signage. Three posts suggested for the speed camera so that it could be routinely moved. Councillor Starling also has the Speed Watch information to consider setting up a group and register or next year.</p> <p>d) Overgrown vegetation along Station Road. It was noted that the vegetation needs further work, will monitor.</p> <p>e) Aged highways signage in village requiring collection – to note may have been left for work in Hillmorton Lane. Noted as possibly left for Highways work when resurfacing the A5. Councillor Startling to report to Highways to remove.</p> <p>5. Police Liaison Rep – Neighbourhood Alerts - Speed watch</p> <p>a) Councillor Starling confirmed she has registered as the LPC Police Liaison Representative and for the Neighbourhood Alerts. Councillor Starling is to invite our PSCO to the next meeting and get a feel in the newsletter if the village would like to be a Neighbourhood Watch Area.</p> <p>6. Newsletter</p> <p>a) Updates and matters for the next edition – Driver vacancies, Neighbourhood Watch, signposts, Burial Ground Entrance, Fix My Street. Minibus and Town Runs.</p>
23/662	<p>BURIAL GROUND</p> <p>a) Noticeboard installation – linked with Lifebuoy. Installation was expected earlier today, but had not happened. Councillor Roberston advised the contractor would be in the village tomorrow.</p> <p>b) Headstone safe checks. The Clerk has contacted Yelvertoft Parish Council Clerk for advice on how they carry out the checks.</p> <p>c) Maintenance work. Councillor Starling has obtained a number of quotes. It was RESOLVED to purchase Fluted Pier Cap and 12inch ball from UK CAST STONE ONLINE 2 x ITEM NO FLPB6 £169.99 each fluted pier cap w/ball finial base 600mm x 600mm ball size 12” (this is for the Portland colour. 2 x pointing mix £10.00.Total spend £359.98 PENT SHED 1 x 6 x 3 Forest 4life PENT SHED WINDOWLESS 25year guarantee overlap pressure treated windowless 1.83m x 1.09m £299.99 comes with free keysafe worth £39.99 and free delivery. Total spend £299.99 2 new signs from The Sign Maker. Size 1000mm x 450mm red cedar. Wording as follows WELCOME TO (tree image) LILBOURNE BURIAL GROUND Lilbourne Parish Council (in small letters at the bottom) Total cost £ 1109.60. Quote to be obtained for installation, Councillor Starling to check weight of the stone. Ok if under £150.00 to install. Gates to be reviewed in September. Consider quotes to replace or refurbish. Councillor Starling has kindly volunteered with another resident to remove the overgrown vegetation from the entrance and re-stain the picket fencing to match new signage.</p> <p>d) The request to scatter of ashes under turf was discussed. Not within current Burial Regulations for LPC. Clerk to ask Funeral Director who would be carrying out the task and what size area would be lifted.</p>
23/663	<p>FINANCE</p> <p>It was RESOLVED to approve the July 2023 bank reconciliation statement Bank balance Barclays as of 20th July 2023. £89,834.17 Income minibus: Mon, 10 Jul 23 Rakauskas £225.00; Tue, 4 Jul 23WCC COUNTY FUND BGC £164.01. Fri, 23 Jun 23ACCESS UK LTD BGC £2,648.16.</p> <p>It was RESOLVED to approve regular payments for August 2023 where the Parish Council do not ordinarily meet .</p> <p>It was noted the closure of contract with Autela Payroll Solutions Ltd and last payroll has been completed. It was noted Npower electricity tariff change from 1st September 2023 – Clerk seeking new quotes.</p>

23/664	It was RESOLVED to approve the following payments for July 2023:				
	PC Expenditure				
	July	BACS	Clerk salary July 2023	1078.52	LGA 1972 s112
	July	BACS	Nest Pension July 2023	78.43	LGA 1972 s112
	July	BACS	Autella Payroll Services Ltd Inv 12221	28.46	LGA 1972 s111
	July	BACS	BT Village Hall Wi-Fi July 2023	45.12	Telecommunications Act 1984 s97
	July	BACS	Autella Payroll Services Ltd Inv 11574	97.60	LGA 1972 s111
	July	BACS	Compleat Office Solutions Ltd inv office consumables inv488379/378	105.38	LGA 1972 s111
	July	BACS	Personnel Advice Solutions Ltd – July 2023	120.00	LGA (1972) s111
	July	BACS	Npower Business Solutions inv 07621649 Apr- Jun 23	166.52	Highways Act 1980, s.301
	Total			£1720.03	
	Minibus Expenditure				
June	BACS	Staffing for July 2023	1,054.84	LGA 1972 s111	
Total			£1054.84		
23/665	<p>CORRESPONDENCE – noted. Chairman urged Councillors to review consultations. Open consultations https://westnorthants.citizenspace.com/ West Northants Consultation Hub</p> <ul style="list-style-type: none"> • Consultation on the future of Boniface House Care...Closes 30 July 2023 • Community Governance Review • The LGBCE (Local Government Boundary Commission for England) have been conducting a ward boundary review for West Northamptonshire Council. The Boundary Commission will publish their final report on 1 August. Closes 18 August 2023. • Future waste services in West Northamptonshire are developing a Resources and Waste Strategy. Closes 21 August • Draft Street Trading Policy 2023. Closes 27 August 2023 • Scaldwell Conservation Area Appraisal and Management Plan Consultation 2023 Closes 31 July 2023 • Holdenby Conservation Area Appraisal and Management Plan Consultation 2023 Closes 31 July 2023 • Social Housing Allocations Consultation – Closes 26 September 2023 • Feedback on the school holiday food voucher scheme – Closes 11 August 2023 • 76th Northants CALC Annual Conference, which will be held on Saturday 7 October 2023. Up to 2 Delegates invited. • Consider NCALC training courses for members. It was RESOLVED to arrange Off to a Flying Start for Councillors King, Starling and Chow. Online Planning Nuts and Bolts Councillor Hoare. • Director of Public Health Report (DPHR) for West Northamptonshire. • West Northants Council Financial Year End Report Cabinet Meeting 11th July 2023. https://westnorthants.moderngov.co.uk/ieListDocuments.aspx?Cid=143&Mid=1227 				
23/666	<p>AOB (No matters can become decisions)</p> <p>Trestle tables Village Hall Brambles Replacement flag</p>				
23/667	<p>Date of next meeting: Wednesday 27th September 2023 at 1900 hrs</p> <p>Meeting closed at 21:11 hrs</p>				