

## GRETTON PARISH COUNCIL

Gretton, Corby, Northamptonshire.

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**PLEASE NOTE: THESE MINUTES ARE POSTED PRIOR TO BEING RATIFIED BY THE PARISH COUNCIL AND AS SUCH ARE IN DRAFT FORM. ANY AMENDMENTS TO MINUTES WILL APPEAR IN THE FOLLOWING MONTH'S MINUTES**

Minutes of the meeting of Gretton Parish Council held on **Monday 12<sup>th</sup> July 2021** at 7.30pm. This meeting was held at Gretton Baptist Church Hall, 67 High Street, Gretton. NN17 3DF

**Present:** Cllrs.Lilley, Husk, Fox, Smith, Wright, Thompson, Nicholls, Newby, Watt, PC Wilson, M.Moore, one member of the public and the Clerk (J.Clark)

**21/140** To receive and approve apologies for absence.

**RESOLVED:** No apologies were received.

**21/141** To receive declarations of interest under the Council's Code of Conduct Related to business on the agenda.

**RESOLVED:** None declared.

**21/142** To receive a report from Corby Rural Division, North Northamptonshire Council

**RESOLVED:** Cllr.Nichol has asked Cllr.Watt to inform the P.C. that boundary lines are to be reviewed and this will include input from parish councils. Cllr.Watt believes that there should be a green corridor between residential and industrial sites. He has also asked the Planning Department what happens when a P.C. does not have a meeting scheduled before a consultation deadline. Mr.R. Harbour, Asst. Director Growth & Regeneration, has stated that Clerks should contact the Planning Officer for the specific application and request the date is extended so that it can be discussed at the next meeting. Cllr.Watt reported that the intention is to set up the Rural Area Forum but, as yet there is no indication of the format, i.e., will it be all parish councils or a separate rural only group. The Chair feedback from the Zoom meeting that she attended regarding the Rural Area Forum. She said that the general agreement was, yes, a forum is needed but a letter will be sent to NNC requesting it be subdivided because of the large number of councils involved. A rural group is more relevant to the future of Gretton.

Cllr.Watt spoke about S106 funds and reported that he has asked the Head of Finance to investigate why parish councils have not received this money.

He has also questioned why Corby recycling centre is so poor compared to the Kettering recycling centre.

Cllr.Watt was pleased to report that COVID cases in the Corby are the third lowest in the County.

**21/143** To consider TVAS system for Gretton

**RESOLVED:** Former Councillor Moore was previously responsible for investigating different TVAS systems and liaising with the Highways Department regarding suitable locations in Gretton for TVAS systems to be sited. He was invited to attend this meeting by the Chair so that he could answer any questions from the new Councillors. M.Moore referred to the map that had previously been compiled with advice from S. Barber, Kierwsp. Battery/solar systems means that the units can be moved to different locations around Gretton if suitable posts have been installed. He said that the P.C. should consider price and size of units, particularly those that will be located near houses. Solar power units need a taller post to house the solar panel and the sign to ensure they are high enough to be safe. It would be a two-person job to change the batteries. Data is gathered and, if a particular area has a high number of incidents, the P.C. can approach Highways for further traffic calming measures. Warranty and servicing should also be considered.

PC Wilson will find out what the current situation is regarding AMPR cameras and report back to the P.C.

**ACTION:** Cllr.Thompson will investigate this in more detail and report back.

**21/144** To receive and approve for signature the minutes of the meeting held on 14<sup>th</sup> June 2021.

**RESOLVED:** The minutes were approved without amendment and signed by the Chair.

**21/145** To note any matters arising from the minutes not included on this agenda for report only.

**RESOLVED:** 21/122 – The Clerk confirmed that a letter had been written to Foxborough Homes referring to the Design Guide which is appended to the Neighbourhood Plan and advising that the P.C. would require the development to avoid a negative impact in terms of light pollution, taking account of neighbouring properties, listed buildings and the valuable ecology of the adjacent Pocket Park.

21/134 – The Clerk reported that the Allotment Holders do not require any more of the wood chip left by NNC.

**21/146** Open Forum

**RESOLVED:** No members of the public wished to raise any matters.

**21/148** To receive a report from the Safer Corby Team.

**RESOLVED:** PC Wilson reported on behalf of S. Preston and informed the P.C. that there are staffing issues at the present time with partial working rather than full time working. However, a report is being compiled for parish councils and this will be sent out as soon as it is ready.

**21/149** To receive Financial statement dated 6<sup>th</sup> July 2021: payments received, and invoices paid.

**RESOLVED:** This report was approved.

Cllr.Wright reported that he had carried out the bank reconciliation for May and June and the accounts were correct.

He questioned why the P.C. receives invoices for the Recreation Ground and MUGA rather than Friends of Gretton Recreation Ground. Cllr.Fox reported that the Friends of Gretton Recreation Ground do not have bank account and there is a constitution in place that states the P.C. pay the invoices.

Payment of the Gretton Baptist Church mowing grant was approved.

**Payments**

| Date     | Purpose  | Payee                     | Amount   |
|----------|--|---------------------------|----------|
| 11/06/21 | Machine hire for installation of safety netting at Recreation Ground                         | Safe T Reach              | 312.00   |
| 15/06/21 | Water bill for Recreation Ground   | Wave Utilities            | 567.76   |
| 18/06/21 | Salaries (April, May, June)  | J Clark                   | 1,146.90 |
| 18/06/21 | PAYE   | HMRC Cumbernauld          | 229.20   |
| 22/06/21 | Installation of safety netting for play area   | PABS Electrical           | 160.00   |
| 01/07/21 | Electricity for MUGA Lights  | E-On (monthly DD)         | 51.00    |
| 02/07/21 | Parish Council Laptop/Office 365 (card payment)  | Currys PC World           | 408.99   |
| 06/07/21 | Septic Tank Recreation Ground (replace faulty pump, install mesh on intake, replace padlock) | PABS Electrical           | 340.00   |
| 07/07/21 | Clean/disinfect water tank (Recreation Ground)   | Three Counties Water Ltd. | 600.00   |

**Receipts**

|          |                              |  |        |
|----------|------------------------------|--|--------|
| 08/06/21 | HGP Zumba                    |  | 80.00  |
| 08/06/21 | PWRup Fitness                |  | 30.00  |
| 08/06/21 | NNorthampton FP              |  | 40.00  |
| 08/06/21 | D.Stobbart                   |  | 20.00  |
| 09/06/21 | Sports & Social Club arrears |  | 53.86  |
| 15/06/21 | Garage rent                  |  | 35.83  |
| 01/07/21 | Sports & Social Club arrears |  | 53.78  |
| 01/07/21 | Sports & Social Club rent    |  | 192.46 |

**BALANCE**

**£ 55,620.43**

**NATWEST BANK RECONCILIATION FOR 1st July 2021**

|                                    |        |                   |
|------------------------------------|--------|-------------------|
| Balance                            |        | <b>£56,969.42</b> |
| Add undeposited cheques            |        | Nil               |
| <b>BALANCE</b>                     |        | <b>£56,969.42</b> |
| Less unrepresented cheques         |        | NIL               |
| Less unrepresented online payments |        | 1,348.99          |
| - Currys PC World                  | 408.99 |                   |
| - PABS                             | 340.00 |                   |
| - Three Counties Water Ltd         | 600.00 |                   |

**BANK 7<sup>th</sup> July 2021**

**£55,620.43**

**21/150** To receive a report from Working Groups.

**RESOLVED:**

21/150a Neighbourhood Plan and Local Plan matters – Cllr. Jacki Lilley

**RESOLVED:** Cllr.Lilley referred to an initiative that had been posted on Facebook on behalf of Northamptonshire County Council asking people to register their interest in on-street electric vehicle charging points to help inform an Electric Vehicle Strategy for Northamptonshire. She feels the PC should encourage people to sign up for this. Various locations in Gretton were also discussed.

Cllr.Watt reported that, so far, the suggested locations in Corby had not been deemed suitable. The on-street charging points would benefit people who do not have a driveway or someone visiting who needs a top-up.

21/150b Communications including website, newsletters, press – Cllr.Julie Smith

**RESOLVED:** Cllr.Smith reported that this month's Blog would focus on the Neighbourhood Watch Group.

She spoke about updating the website and has looked at various providers.

- 2commune is used by a lot of parish councils
- Curtis Web Design offer a similar service and are slightly cheaper

Cllr.Smith is familiar with Wix and there no set up costs.

Cllr.Fox stated that he feels the costs involved would be money well spent and important to raise the profile of the P.C. Cllr.Thompson suggested that Cllr.Smith talks to people in Gretton who web designers to look at this in more detail. Cllr.Lilley spoke about the use of social media when we use Facebook for responding in our role as Councillors or Clerk and that it is important that our personal views are kept separate from parish council views. Cllr.Smith reported that the PC Facebook page is set up for public use and we can only post on it using our personal page. It was agreed that Councillors should set up a new email address for their non-political councillor profile as stated in our Press & Media policy.

21/150c Police and Neighbourhood Watch liaison – Cllr. Mark Thompson

**RESOLVED:** Cllr.Thompson reported that he had not had any contact from the Neighbourhood Watch Warden.

He has received an email containing a survey from the Neighbourhood Police Team Co-ordinator Kettering & Corby. The survey is asking people to highlight the issues that matter most in the area where you live and work. The information will help the police identify the local neighbourhood policing priorities for your area.

**ACTION:** Clerk to send survey out to all Councillors and post on Facebook as well.

Cllr.Lilley asked Cllr.Thompson to contact PCSO Asante-Ampaduh to find out some more information about the McDonalds Community Scheme. PC Wilson said that he would talk to PCSO Asante-Ampaduh about this and feedback at the next meeting.

21/150d Highways matters – including speeding measures, parking, and street lighting

**RESOLVED:** Cllr.Thompson said that he would report back on Highways matters for future meetings until a new Councillor is appointed.

21/150e Community – including buses, doctors' surgery, school liaison – Cllr. Susan Husk

**RESOLVED:** Cllr.Husk has arranged to visit the school and meet the Principal when the new term starts in September. The school are happy to display the NW poster and will mention the NW in their newsletter.

Welland Wander bus service - Cllr.Lilley understands that the formula for funding is based on population but asked if the P.C. should consider asking for this to be reviewed since Gretton pay the most money even though our number of passengers has declined.

Cllr.Watt said that this may be an opportunity to request a grant from the COVID money for buses that NNC have received. He informed the PC that the Bus Strategy grant is currently going through the Executive Committee and the PC should contact Cllr.Lawman, Lead Member for Highways, highlighting that the PC are interested in the bus strategy and would welcome the opportunity to have some input.

**ACTION:** Clerk to write to Cllr.Lawman,

Cllr.Husk is not aware of a date when the GP surgery in Gretton will reopen. She intends to contact Uppingham Surgery and ask if it would be possible for the North Northants First Responders to place a clothes bank on the land by the side of the surgery in Gretton.

The Sports & Social Club are collecting cans for the NN First Responders.

1/127f Environment – including trees Pocket Park, litter collecting groups – Cllr. Rob Newby

**RESOLVED:** Cllr.Newby

A meeting took place on 17<sup>th</sup> June with the Property Officer from Diocese of Peterborough to discuss the issues with the hedge along Station Road. As yet, no response has been received from the Property Officer in response to the issues raised.

**ACTION:** The Chair asked the Clerk to write to the tenants of the Vicarage to request they cut the overhanging vegetation from their land on Station Road.

The Clerk has received an email from a resident in Fulwell Avenue asking if someone from the grounds' maintenance team could arrange to cut the hedge/shrubbery at the rear of their boundary. This was discussed and the Clerk was asked to write to the resident to explain that, although the fence has been repositioned inside the property boundary, the hedge and shrubbery are still positioned within the boundary of the property and remains the residents' responsibility.

Cllr.Thompson reported that there was a lot of overhanging vegetation along Caistor Road that needs trimming. Chairman asked the Clerk to write to the residents along Caistor Road to request they cut the overhanging vegetation along the road.

**ACTION:** Clerk to write to residents at The Vicarage and property along Caistor Road.

Clerk was asked to send out mowing schedule to all Councillors.

Clerk was asked to write to NNC and ask them to prune the bush on the corner by the telephone kiosk.

21/127g Recreation ground – Cllr. Tim Fox reported that the Recreation Ground Committee meeting had been rescheduled for Wednesday 14<sup>th</sup> July.

The Fun Day will take place on Sunday 12 September. The Chair said that she would like to have another Parish Council stall at the Fun Day. Cllr.Fox stated the Neighbourhood Watch Co-ordinator has arranged for a fire-engine and Beat Bus to attend as well.

The Recreation Ground have received a grant for £1,000 from the Arnold Clark Community Fund.

Eighteen months ago, the P.C. allocated money in the budget and received the precept payment which included an amount to clean and resurface the MUGA. Unfortunately, due to the pandemic, this work was never carried out. The cost is £2,595 and it was agreed that this work should be done. The grant would be used to pay for some of the costs. The MUGAS is 10 years old this year and part of the Fun Day will celebrate this.

|   |
|---|
| <p>Cllr.Fox has obtained quotes to replace the basketball backboards because the plywood needs replacing. A plastic board would cost £250 each, Cllr.Fox will look for other quotes.</p> <p>A discussion took place about suitable locations for a skateboard park and outdoor gym. Cllr.Fox reported that a company had previously provided quotes and layout plans for the outdoor gym, but this was put on hold while the skateboard park was being discussed. Cllrs.Nicholls and Fox will discuss this further.</p> <p>21/127h Village Hall – Cllr.Smith reported that she has attended a Village Hall Committee meeting.</p> <p>Section 106 funds for the Village Hall were discussed. Cllr.Watt spoke about S106 funds and reported that he has asked the Head of Finance to investigate why parish councils have not received this money.</p> <p>21/127i Sports and Social Club – Cllr.Nicholls</p> <p><b>RESOLVED:</b> Cllr.Nicholls reported that the Club had had a good month due to Euro 2020. They are hoping that people will renew their memberships promptly. They received a visit from the police who were happy with how the Club were following COVID guidelines. The Club have concerns with the COVID changes take will come into force after the 19 July and they feel that many people will want to continue with table service and the implications that this has on staffing costs.</p>   |
| <p><b>21/151</b> To discuss and report Matters Arising Document.</p> <p><b>RESOLVED:</b></p> <p>81 – Progress re legal matters in respect of P.C. land. There is some paperwork that needs to be signed by the Chair and Clerk regarding the allotment land which is currently registered in T. Fox and M.Ferguson names, this needs to be amended with Land Registry.</p> <p>20/228 Defibrillator. The Clerk has spoken to the Electrician, who also a First Responder with North Northants CFR who will carry out the work as soon as he can.</p>   |
| <p><b>21/152 Planning</b></p> <p><b>Application NC/21/00196/LBC</b> Listed Building Consent<br/> Re: Change of use from offices to dwelling house<br/> At: 74 High Street Gretton Corby Northamptonshire NN17 3DF<br/> Listed Building Consent for the above proposal.</p> <p><b>Application NC/21/00200/COU</b> Change of Use<br/> Re: Change of use from offices to dwelling house<br/> At: 74 High Street Gretton Corby Northamptonshire NN17 3DF</p> <p><b>RESOLVED:</b> It was agreed to object to the above applications on the grounds that they do not comply with Policy Reference BE1 Support for Existing Businesses &amp; Employment Opportunities of the Gretton Neighbourhood Plan.</p> <p><b>Application NC/21/00268/DPA</b><br/> Re: Replacement of dilapidated existing garage with new structure<br/> At: 2 Harringworth Road Gretton NN17 3DD<br/> It was agreed that the P.C. would make no objections to this proposal.</p> <p><b>Application NC/21/00216/DPA</b><br/> Re: Single storey front and side extension with balcony over; Conversion of existing garage to habitable room; External alterations<br/> At: 5 Winchilsea Drive Gretton Corby Northamptonshire NN17 3BT</p> <p><b>RESOLVED:</b> It was agreed that the P.C. would object on the following grounds:</p> <ul style="list-style-type: none"> <li>- Over development of the site</li> <li>- Detrimental impact on privacy for surrounding neighbours</li> </ul> <p><b>Application NC/21/00094/LBC</b><br/> Re: Replace wooden window with identical<br/> At: 6 Caistor Road Gretton Corby Northamptonshire NN17 3DL<br/> It was agreed that the P.C. would make no objections to this proposal.</p> |
| <p><b>21/153</b> To approve and adopt amendments made to Standing Orders 2018 (England) (revised 2020) as agreed at meeting held on 14 June 2021.</p> <p><b>RESOLVED:</b> The Chair asked the Clerk to ensure that the Standing Orders document states that there will be an Annual Parish meeting and a Parish Council Annual meeting annually.</p> <p><b>ACTION:</b> Clerk to action for signature at August meeting.</p>   |
| <p><b>21/154</b> To approve the Transparency Code Requirements Statement</p> <p><b>RESOLVED:</b> This document was approved by Councillors and adopted.</p>   |
| <p><b>21/155</b> To approve and adopt Retention of Documents and Records Policy</p> <p><b>RESOLVED:</b> This policy was approved by Councillors and adopted.</p>  |
| <p><b>21/156</b> To approve and adopt Press and Media Policy</p> <p><b>RESOLVED:</b> This policy was approved by Councillors and adopted.</p>   |
| <p><b>21/157</b> To approve and adopt Data Breach Policy</p> <p><b>RESOLVED:</b> This policy was approved by Councillors and adopted.</p>   |

**21/158** To approve, that in line with national recommendations, the Clerk to Gretton Parish Council be remunerated on scale LC2 Below Substantive, SCP 18-23, and that for 2021/22 the Clerk is remunerated at SCP 20, backdated to 1 April 2021. Subject to satisfactory performance the Clerk will increment one point per year until the top of the scale (SCP23) is reached.  
**RESOLVED:** It was agreed to move this agenda item to the August meeting.

**20/159** To discuss the land at Harringworth Road

**RESOLVED:** The Chair stated that she would like to discuss this at a separate, closed meeting. This was agreed by all Councillors.

**ACTION:** Clerk to arrange date and room hire.

**21/160** To discuss the vacancy of Councillor for Gretton Parish Council

**RESOLVED:** The Notice of Vacancy in Officer of Councillor was published by North Northamptonshire Council on 9 July. If by 29<sup>th</sup> July, ten electors for the Parish request for an election, an election will be held to fill the vacancy.

The Clerk explained that Electoral Services have confirmed that requests for an election can come in many forms such as one single document from 10 electors or multiple documents from 10 individual electors over a period of time. They encourage the request to include a name, address, and signature to validate that the request is from someone currently on the register. After the designated period where 10 electors are not reached, the P.C. would seek to co-opt a person as soon as possible.

**20/161** To receive a report on any correspondence received since the previous meeting.

**RESOLVED:**

(i) A resident has asked for the grit bin located outside his house to be removed.

**ACTION:** Clerk to look at the bin and report back at the next meeting.

(ii) A resident has expressed her concerns about the Kirby Road/Corby Road junction saying how dangerous it is to drive along particularly with the number of cars parked along Kirby Road.

**ACTION:** Clerk to contact PC Wilson.

(iii) Telephone Kiosk Library. Two residents have asked if the P.C. would approve the planting of some low-level shrubs and placing a bench on the corner next to the kiosk. The Clerk reported that she has already been in touch with NNC Highways who have advised that a licence would be required because it is a public highway. The P.C. agreed that low-level shrubs that would not hinder visibility is acceptable, but it was felt that it was not a suitable location for a bench.

**ACTION:** Clerk to contact Regulations Team at N.N.C.

(iv) A resident has complained to the P.C. about the lack of dropped kerbs on footpaths around the village making it extremely difficult for people on a motorised scooter or in a wheelchair to move around Gretton.

**ACTION:** Clerk to contact Highways.

(v) Following a post on Gretton Facebook page, a resident has asked the P.C. to discuss the use of glyphosate.

**ACTION:** Cllr. Newby to investigate and report back.

**21/162** Councillor questions

Cllr. Husk asked if the faded road markings at the end of Kirby Road/High Street junction could be reported. The Clerk confirmed that she had reported this sometime ago but would contact Street Doctor again.

Cllr. Fox raised the question as to whether there was any support that the P.C. could give to the Pocket Park volunteers and encourage recruitment of volunteers. Cllr. Newby said that he would contact the Pocket Park Group.

Cllr. Fox spoke about the development on Clay Lane/Station Road regarding the requirements for new and future house owners to be made aware that they are responsible for trimming and maintaining the roadside hedges and trees.

**21/163** The meeting closed at 10.15 pm.

**Date of next Meeting** to be Monday 9<sup>th</sup> August 2021.

Signed: \_\_\_\_\_

Jacki Lilley, Chair of Gretton Parish Council

9<sup>th</sup> August 2021