

SULGRAVE PARISH COUNCIL  
MINUTES OF A REMOTE PARISH COUNCIL MEETING  
HELD ON THURSDAY 2<sup>nd</sup> JULY 2020  
AT 7.30PM

Councillors Present

Richard Fonge (Chairman), Anna Faure, Neil Higginson, Laura North and Will Priestman

Christine Coles, Parish Clerk and four villagers

**20/68. To receive apologies for absence**

None.

**20/69. Co-option of New Councillor**

Mike Powell had expressed an interest in joining the Parish Council. He was co-opted on. Proposed by Cllr Priestman and seconded by Cllr North. Cllr Powell signed the Acceptance of Office form. The Chair welcomed him.

**20/70. To receive Declarations of Interest**

There were no interests to declare.

**20/71a. To approve and sign the minutes of the meeting held on 5<sup>TH</sup> May 2020**

The minutes of the last meeting were approved and signed.

**20/71b. Matters Arising**

There were no matters arising.

**20/72. To approve Model Standing Orders and Financial Regulations (circulated)**

The model Standing Orders and Financial Regulations had been circulated prior to the meeting. It was agreed that these two documents be accepted.

**20/73. To receive an update on HS2**

There is activity at Greatworth but little contact with Northants County Council. From the floor Mr Wootton advised that Brackley Town FC have received a £75K grant from HS2. Cllr Faure is the point of contact within the Parish Council and Colin Wootton keeps the website up to date.

**20/74. To discuss the idea of a village library**

The idea to have a village library inside the church was suggested to the Parochial Church Council. Sue Sanderson and Rosey Shillito have offered to help run it and Cllr Priestman has agreed to be the Parish Council link. The library will be based on a honesty policy.

**20/75. To discuss a Post Covid 19 event**

The Castle Green Committee were going to hold an event on 26<sup>th</sup> September and raise money for the Brackley Community Hospital. This has been cancelled. The Parish Council have agreed to hold a village picnic on 19<sup>th</sup> September at 3pm. The local catering company Websters will provide the picnic and the pub will be involved. The Parish Council will have the opportunity to thank those who have helped others recently and people can give money to the hospital if they wish. If the weather is bad, marquees can be borrowed.

*Action: The Chair to speak to Dan Webster about costs and a note to be put in the next newsletter.*

**20/76. To receive an update on the Allotments**

The allotment area was discussed at the last meeting. There is one plot available and it has been cultivated. The ditch has been dug out. The work has cost £50.00. The Parish Council agreed to pay for this work as they are the landlord.

**20/77. To receive an update on the VAS**

Coeval, who are making the speed sign have confirmed it is ready. The Parish Council are awaiting a further response from NCC Highways.

**20/78. To receive an update on Pocket Park**

The park was closed in March in response to the Covid 19 outbreak. The Chair has mowed the area today and it was noted how immaculate it looks. A working party will need to clean the bird muck off the swings and slide. Play areas can re-open on 4<sup>th</sup> July. A risk assessment will need to be completed and an annual inspection booked.

*Action: Cllr North to organise a working party for cleaning. The Parish Clerk to complete the risk assessment and book the annual inspection.*

**20/79. To discuss the repair/refurbishment of street signs**

There are four street signs which require attention:

Helmdon Road – Cllr North to paint.

Spinners Cottages – Cllr Powell to paint.

Manor Road – The Parish Clerk to report to SNC

School Street – The Parish Clerk to report to SNC

**20/80. To receive an update on the Church Hall**

An update had been received from Andrew Dixon. It has been agreed to keep the rent at its current level and the Archdeacon has agreed to pay half of the estimated professional fees. The PCC formally approved the deeds on 8<sup>th</sup> June and are now with the PDBF awaiting final completion. The next steps are to finalise quotes for delivering the work and to prepare fund raising plans for any shortfall. The PCC has established a Church Hall Working Party which has one non PCC member, Janet Smith. There is one place on the working party for a Parish Councillor.

**20/81. To discuss verges and trees**

Ash tree in Church Street – This work should happen soon.

The current grass cutting contract ends this year. Everyone agreed the work is done to a high standard. There were a few teething problems initially but the contractor is very quick to respond. It was agreed the contract will be renewed for a further three years at the current rates.

Andrew Dixon of Helmdon Road has apologised for the delay in the repair of his stone wall. He has agreed to repair the damaged verge and offered a donation to the Parish Council. Everyone agreed this was not necessary.

Most villagers have responded to keeping off grass verges. The problem still exists on the verge near the shop where lorries park half on and half off. This problem has been ongoing for some time. Previously Highways had put hardcore down to strengthen the verge but they were unwilling to do anything else as the verge is very close to a junction.

*Action: The Parish Clerk to contact Highways again.*

Thanks was given to Ingram Lloyd who has put soil on the triangle near the shop to repair the damage. An email was sent to Cheney Coaches to ask them to avoid the area when turning.

The Parish Council have a duty of care to check the trees in the village. There are two cherry trees on Manor Road and the beech trees by the Stocks which may require some attention. It was agreed to get quotes for work that may need to be done.

Grass cutting in the churchyard was briefly discussed. The PCC pay for the cutting. To be discussed at the next meeting.

**20/82. Finance**

The following payments were approved under statutory powers:

£1335.84 to Came & Company (insurance)

£249.20 to R M Fletcher (internal audit)

£190.91 To Parish Clerk (hours)

£47.60 to HMRC

£132.00 to Treetops (tree work)

£19.00 to MSL Parish Council (contribution to Clerks training Course)

*AGAR 19/20 Part 2*

*To approve and sign the Certificate of Exemption*

The Certificate of Exemption was approved and signed.

*To approve and sign Section 1 - Annual Governance Statement 2019/20*

Section 1 was approved and signed.

*To approve and sign Section 2 – Accounting Statements 2019/20*

Section 2 was approved and signed.

*Action: The Parish Clerk to forward the relevant documents to the external auditor and Colin Wootton for the website.*

**20/83. To receive an update on Planning**

One application had been received since the last meeting:

S/2020/0952/FUL, Installation of a Grant External Vortex Eco boiler to rear (east side) of the property at Eagles House, Helmdon Road. The Parish Council to raise no objections.

**20/84. To receive the following correspondence:-**

The following correspondence had been circulated:

- Brackley Community Hospital, Update on work
- NCC, HS2 Schedule 17 Lorry Route application to/from Greatworth Green Tunnel Compound. There are designated routes and Sulgrave will be missed. Lorries will have tracking devices and prescribed routes. There is on site accommodation for contractors.
- Northants ACRE, Parish Councillors Network Event on 16<sup>th</sup> July 2020

**20/85. Public participation session**

Colin Wootton asked if the play area re-opening notice could be sent to him for the website.

*Action: The Parish Clerk agreed to send it to him.*

Mr Roberts spoke again about the footpath which runs along the hedge boundary of the old Model Flying Field. This issue was raised at the last meeting.

*Action: Cllr Faure agreed to raise this with HS2.*

Mr Roberts asked if the Parish Council intended to return to the Church Hall for future PC meetings. The zoom facility is in place until May 2021 and no physical meetings are allowed to take place currently unless there are exceptional circumstances where a zoom meeting cannot take place.

**20/86. Matters for consideration at the next meeting**

Cutting in the churchyard

Castle Green Summer picnic

Pavements

20/87. **Date and time of next meeting**  
3<sup>rd</sup> September 2020 at 7.30pm

Meeting closed at 8.45pm

DRAFT