

**OVERSTONE PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING**

Tuesday 6<sup>th</sup> January 2015

Time: 7.15pm

Venue: Overstone Village Hall

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**01/15 Conduct a Public Session (Duration and Content at Chairman's Discretion)**

None required

**02/15 Record Attendance, Apologies, Absence**

**Attendance:**

Councillors (Parish): Cllr Clayson, Cllr Delany, Cllr Oliver,  
Cllr Owen, Cllr Sharp, Cllr Townsend

Councillors (District): Cllr D Cribbin

Councillors (County): None

Other: 2 Residents and 4 members of Overstone Playing Field Association

**Apologies:** Cllr J Cork (illness), Cllr K Cork (illness), Cllr M Warren (illness)

**Absence:** None

**03/15 Record any Declarations of Interest on subjects included on this agenda**

None

**04/15 To approve the Minutes of Council Meeting held on Tuesday 4<sup>th</sup> November 2014**

It was **resolved** to accept the minutes of the council meeting held on 4<sup>th</sup> November 2014

**05/15 Progress any Matters Arising from previous Minutes**

None

**06/15 Report on Daventry District Council Matters by District Councillors**

Cllr Cribbin reminded councillors of the Big Switch initiative organised by DDC. Event being held in Moulton Library on 15<sup>th</sup> January

**07/15 Discuss Possible Extension of Overstone Primary School and use of Playing Field**

Cllr Oliver distributed drawings to all present of a proposal to increase the capacity of Overstone Primary School to meet the needs of the pupils expected from the housing development. The proposals involve are at a very early stage and involve possible use of part of the Playing Field at the rear of the school. A positive discussion took place between all present and it was generally agreed that an extension to the school in principle was a good idea.

**08/15 Finance Related Matters**

**1. Propose payments and sign cheques**

It was **resolved** to make the payments and sign the cheques. Authorised payments were as follows:

312	MPC (Admin Service) Jan, Feb	£1,200.00
313	J Cork (SD Card Expense)	£10.00
314	Cyber Signs (Lettering to Noticeboard)	£180.00
315	Wilbraham Associates	£3,120.00
316	Northamptonshire ACRE	£35.00
317	Eon (street lighting maintenance)	£136.84

318	Hayeswood Landscapes	£540.00
319	Overstone Village Hall	£20.00
	an Cancelled	-
321	HMRC	£48.20
322	J Austin (salary & expense phone charge for car scheme)	£158.43
323	Barry Oliver (printing expense)	£19.60
		<b>£5,468.07</b>

## 2. Review Greenworks Contracts

A review of the quotes received took place and it was **resolved** to continue to use Hayeswood Landscapes. Clerk to issue contract for 2 years.

## 3. Discuss Refurbishment of Overstone Village Hall including financial support from Overstone Parish Council

After some discussion it was **resolved** to support the Village Hall Committee in the refurbishment of Overstone Village Hall by way of match funding their donation of £8000 towards the refurbishment. It was also **resolved** to proceed with an application for a Public Works Loan Board Loan for £30,000 to enable all works to be carried out this year at the same time. Clerk to progress this and continue with grant applications towards the works. Works to commence early this year.

## 4. Budgeting/Precept for 2015/2016

It was **resolved** to approve the following budget and make a precept request of £19,089 from DDC for the year 2015/2016.

### OVERSTONE PARISH COUNCIL - BUDGET WORK SHEET (2015-2016)

<u>CATEGORIES/SUB CATEGORIES</u>	<u>SUB CAT</u> <u>BUDGET</u>	<u>CATEGORY</u> <u>TOTAL</u>	<u>Notes</u>
<b><u>STREET LIGHTING:</u></b>			
Maintenance	£500.00		
Electricity	£1,000.00		
		<b>£1,500.00</b>	
<b><u>OTHER GENERAL EXPENSES &amp; ADMIN:</u></b>			
Clerk	£7,000.00		inc employer tax/ni
Internal Audit	£150.00		
External Audit	£250.00		
S.137	£0.00		£7.20 per elector
Subscriptions (Ncalc/SLCC)	£500.00		
Insurance	£1,500.00		
Website	£400.00		
Stationery, Postage, printing etc	£200.00		
Training	£200.00		
		<b>£10,200.00</b>	

**OTHER (Please specify):**

Removal of ivy Billing Lane	£1,500.00
PWLB Repayments	£2,000.00
Leaf Clearance	£500.00
Verge maintenance (NCC136 agreement)	£3,000.00
Grass cutting Village Hall	£350.00
Weed control village	£350.00
NDP	£2,000.00

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**£9,700.00**

**TOTAL**

<b>£21,400.00</b>
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**Less: INTEREST & INCOME:**

Use of Reserves

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**£2,311.00**

**TOTAL (Precept request):**

<b>£19,089.00</b>
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**09/15 Village Services**

**1. Discuss any Tree/Footpath and Bridleway Matters – Cllr Sharp**

Cllr Sharp summarised the work being undertaken in connection with the Overstone Leys application re: footpaths and connectivity. Several old footpaths had been broken by the introduction of new roads and should be reinstated.

**2. Discuss any Roads/Village Signage/Street Lights/Grass Cutting Matters – Cllr K Cork**

In the absence of Cllr Cork, Cllr Oliver read out an email received today re: recent fire at Overstone Hall. The whole council is greatly disappointed with the lack of progress made by DDC and it was **resolved** for the Clerk to write to DDC reminded them that it had been 15 months since DDC had promised to assist and yet the situation had worsened with Dorcas Court being vacated to enable better security. If no action is taken to resolve the situation before the next council meeting in March, Overstone Parish Council will contact the Ombudsman. Cllr Cribbin to pursue matter on behalf of Overstone Parish Council.

**3. Discuss any Police Related Matters –Presentation by Cllr Clayson**

Cllr Clayson summarised a recent briefing given by the Police and Crime Commissioner; budget cuts would continue and a new initiative called Streetwatch would be promoted to secure a visible presence on the streets. Further details at the next meeting.

**10/15 Planning Related Matters**

**1. Agree Responses to any new and any late received Planning Applications:**

- a) **DA/2013/0850 (Amended)** Outline application of up to 2000 dwellings, with access, appearance, layout and scale unreserved for the first phase of 200 dwellings; a new section of A43 dual carriageway road; up to 3.83ha for a local centre incorporating provision for a Use Class A1 foodstore (up to 2,000sqm), Class A4 public house (up to 650sqm), Class C2 care home (up to 2,800 sqm), Class D1 day nursery (up to 465sqm), Class D1 medical centre (up to 750sqm), a parade of 5 retail units (Classes A1, A2, A3, A5 and D1) (up to 450sqm), Class B1(c) light industry (up to 5,000sqm); a new primary school (up to 3,150sqm); public open space provision to include outdoor sports pitches, allotments and children's play space; structural landscape planting;

associated infrastructure, including drainage features and access. **Overstone Leys, Overstone Lane, Overstone**

It was **resolved** to recommend Refusal of the application and for the Clerk to submit a detailed response to DDC. It was also **resolved** to challenge the lack of CILs payments through the Human Rights Act process.

**2. Report on Recent Planning Decisions**

- a. DA/2014/0537 108 Sywell Road. Conversion of outbuilding to residential annexe ancillary to the main house **GRANTED**

**3. Other Planning Matters**

**a) Progress Report on Neighbourhood Development Plan**

Cllr Delany reported steady progress with the NDP. The Steering Group had met and Section 1 was complete and Section 2 was underway. Cllr J Cork had also taken further photographs to illustrate the document.

- b) The Clerk reported that the Moulton Heights planning application had been delivered today and a response date of Mid March was expected.

**11/15 Discuss any Sywell Aerodrome Matters – Cllr Townsend**

Cllr Townsend reported that a meeting had taken place between the Chief Executive of Wellingborough Council and Sywell Airport and the outcome of the meeting was still unknown. If information was not forthcoming it was likely that the Ombudsman would be informed.

**12/15 Adopt Internal Service Terms of Reference Document (produced by Northamptonshire County Association of Local Councils)**

It was **resolved** to approve and adopt the Northamptonshire County Association of Local Councils Internal Audit Service Terms of Reference document.

**13/15 Review of Effectiveness of Internal Audit**

It was **resolved** to approve and adopt the review of effectiveness of internal audit for year ended 31<sup>st</sup> March 2015.

**14/15 Annual Review of Risk Assessment/Risk Management Policy**

The Clerk confirmed that the annual risk assessment had been completed. It was **resolved** to approve the updated Risk Assessment Policy. It was also **resolved** to approve the updated Risk Management policy.

**15/15 Annual Review of Council Policies**

It was **resolved** to approve and adopt the review of the following Council policies and Governing Documents: Anti-Bullying, Archive and Retention, Child Protection, Complaints Procedure, Code of Conduct, CCTV, Cemetery Regulations, Disability Discrimination, Disciplinary Procedure, Emergency Plan, Environmental, Equal Opportunities, Financial Regulations, Freedom Of Information, Grievance Procedure, Health and Safety, Recruitment, Standing Orders, Training Statement of Intent

**16/15 Adopt Data Protection, Email and Computer Use, Homeworking and Retirement Policies**

It was **resolved** to adopt the Data Protection, Email and Computer Use, Homeworking and Retirement Policies

**17/15 Adopt Formal Amendment to the Local Code of Conduct for Members 2012**

It was **resolved** to adopt the formal amendment to the Local Code of Conduct for Members 2012

**18/15 Discuss Future of Community Panel Meetings**

Cllr Oliver informed council that the Community Panel Meetings may not continue and would report back the outcome of a meeting to be held on 14<sup>th</sup> January at the next pc meeting in March.

**19/15 Adopt Use of General Power of Competence**

It was **resolved** for Overstone Parish Council from January 6<sup>th</sup> 2015 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and S1965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

**20/15 Discuss options for Progressing Additional Burial Land in Overstone Parish**

The shortage of burial land was discussed and it was **resolved** for the Clerk to pursue areas where suitable burial land may be available.

**21/15 Discuss Upgrade to Pelican Crossing**

Cllr Oliver updated council on the latest Highways response to the Overstone Leys application where a Pedestrian crossing is proposed for Sywell. Part of the submission from Overstone Parish Council will be to move the existing crossing 2 metres east of its current location to allow an upgrade to take place.

**22/15 Review Correspondence**

None.

**23/15 Address any Other Business Items: For information only at the discretion of the Chairman**

None

**24/15 Date of Next Meeting**

Tuesday 3<sup>rd</sup> March 2015

**Meeting Closed at 9.15pm**

**Copies to:**

Parish Councillors (8), District Councillors (2), County Councillor

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