Minutes of the Full Council Meeting
Held on Thursday 26th September 2019 at 7:30pm
At the Parsons Meade Community Room, West Hunsbury, Northampton, NN4 9PS

Members Present: Parish Councillors Linda Hook (Chair), Juliette Dunkley, Gurdip Kaur, Stephen Tomlinson & Anne Davis. NCC Councillor Pinder Chauhan

Also present: Acting Parish Clerk Fiona Young, and 4 members of the public.

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<th>Item no</th>
<th>Description</th>
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| 19/155 | To introduce clerk for meeting Ms Fiona Young  
The Chairman introduced the Clerk for the meeting, Miss Fiona Young will be the new Clerk for West Hunsbury PC but is not yet in position and will be clerking tonight on a voluntary basis. |
| 19/156 | To receive any apologies and approve reasons for absence  
Apologies were received and accepted from Councillors John Smyth, Eileen Daley and Richard Matthews. Apologies were also received from Borough Councillor Brian Oldham. |
| 19/157 | To receive any declarations of interest  
None received. |
| 19/158 | To approve and sign the Minutes of the Council Meeting held on 15th August 2019  
RESOLVED: The minutes of the meeting held on 15th August 2019 having previously been circulated were approved and signed by the Chairman. |
| 19/159 | Public Session  
A member of the public reported the grit bin at St Dunstans is still tipped over. Action: Clerk to chase with NBC as previously reported in the August meeting.  
A member of the public reported that the overgrown footpaths previously reported have been cut back by a group of volunteers from the Friends of West Hunsbury Parks and local residents. The Chairman thanked all the volunteers for their hard work. All the main footpaths have now been cut back. Action: Clerk to place a message of thanks on the WHPC website.  
A councillor reported that two benches had been found to have loose bolts, the councillor tightened the bolts. The Friends of West Hunsbury Parks own and installed the benches and will check them over.  
The Friends of West Hunsbury Park also announced that the slide at the top of the park has been removed and an image of what is replacing it has been put on their website. The Borough council have made the decision on the replacement item.  
A resident kindly welcomed the new Clerk and wished her well with the role. |
| 19/160 | To Receive Reports from Police Representatives – Nothing received, Sgt Paul did attend the councillor surgery last week and no concerns were reported to the Chairman. |
Borough Councillor – The Chairman spoke to Cllr Oldham prior to the meeting, there was very little to report. Cllr Oldham did report that he has given some of his empowerment fund to the local school to help with the cost of taking the children to see the panto this year. Cllr Oldham also reported that Northampton Partnership Homes will be removing a lot of the overgrown bushes around the sheltered housing areas in the parish as the bushes have become a nuisance.

County Councillor – Cllr Chauhan reported that unfortunately the roadworks in Camp Hill were not completed to a satisfactory standard and she has requested that they are properly finished. It was clear that residents were not happy with the quality of the work, WHPC asked to be copied into any correspondence about the issue.

The traffic regulation orders were also discussed, Cllr Chauhan reported that parking restrictions around the school would be enforceable from October and that parking wardens will be visiting the area. It was agreed that the school should be warned that this will be happening so that parents are aware and can park safely. The Hunsbury Hill roundabout has also been resurfaced.

Cllr Chauhan also reported that a motion had been passed at NCC in support of the maintenance of street trees in more urban areas.

To review correspondence
- Environmental Services company Veolia are asking for feedback from customers by Sept 30th 2019.
- CPRE Planning Roadshow Oct 10th 2019
- Northants Unitary legislation is due to be laid in Autumn 2019, there are two websites to look at the information, futurenorthantsnorth.org and futurenorthantswest.org
- East Midlands Airport Future Airspace programme, asking for parishioners to have their say about the re-mapping of local airspace relating to East Midlands Airport.
- NCC Highways work programme, now being sent weekly.
- Northants Acre networking event in October
- Request for a new location for a textile recycle bin, not really needed in the parish.
- Northampton Registry Office – request for a link to go on the website for residents to find the nearest Registry Office, this was agreed.
- A review of polling stations in Northants has been carried out. No change to the polling stations in the parish.

To receive the Chairs Updating Report
The Chairman reported that Cllr Kaur is now a cheque signatory.

Consultations
- To consider HMO Licensing Scheme Consultation 2019-24
  It was agreed that No Response would be made.
- To consider the West Northamptonshire Strategic Plan – Issues Consultation
  Cllr Tomlinson reported that he attended a meeting at the Guildhall on behalf of the council and circulated some notes. It was agreed that the plan is at the very early stages but that the council should monitor the situation closely.

To receive report from councillors attending outside meetings on behalf of WHPC
Cllr Tomlinson attended the briefing meeting about the West Northants Strategic Plan. The Chairman attended the Camp Hill Community Centre AGM and reported that the community centre is well used and very popular and active with many groups using the facilities.
19/165 **Financial Matters**  
**To authorise new payments**

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<tr>
<th>Payee</th>
<th>Goods/Service</th>
<th>NET</th>
<th>VAT</th>
<th>GROSS</th>
<th>Payment Method</th>
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<tbody>
<tr>
<td>Tesco Mobile</td>
<td>Clerks mobile phone Sept</td>
<td>6.00</td>
<td>0.00</td>
<td>6.00</td>
<td>DDR</td>
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<tr>
<td>2Commune</td>
<td>Website and email hosting</td>
<td>435.00</td>
<td>87.00</td>
<td>522.00</td>
<td>CQ1002 61</td>
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<tr>
<td>PKF Littlejohn</td>
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<td>200.00</td>
<td>40.00</td>
<td>240.00</td>
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<tr>
<td>EM Pell &amp; Partners</td>
<td>Bus shelter refurb</td>
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<td>735.0</td>
<td>4410.00</td>
<td>CQ1002 59</td>
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<tr>
<td>Linda Hook</td>
<td>Poynters Coach – 60+ trip reimbursement</td>
<td>320.00</td>
<td>0.00</td>
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<td>Black Country Living</td>
<td>60+ Trip Admission 18/09/19</td>
<td>350.00</td>
<td>1.00</td>
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<td>CQ1002 60</td>
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It was noted that the appointed controls councillor, Cllr Tomlinson had reviewed the payments prior to the start of the meeting.

It was to approve all the payments except for the one to PKF Littlejohn as an invoice could not be located for it, the new Clerk, once in post, would trace the invoice and the payment would be made at the October meeting.

19/166 **Planning**  
There are no planning applications for West Hunsbury at the moment.

19/167 **To appoint Councillor(s) to review grit bin locations, need for replenishment of existing bins and review need for any additional grit bins**  
Cllr Anne Davies agreed to be Grit Bin Warden, Clerk will find a map of the bin locations.

19/168 **To receive nominations for Parish Path Warden and make appointment**  
Mrs Pam Wootton volunteered to be Parish Path Warden and to liaise with the Friends of West Hunsbury Parks group.

19/169 **Community Event 5th November – To receive update**  
The minimum number of stewards needed for the event was 1 for every 200 attendees. At the next meeting of the working group on October 3rd, a definite number of volunteers would be agreed, reserve volunteers would also be needed. The PA system will need a generator, fence panels have been hired and stakes have been ordered, fireworks and fire breathers have been booked. It was Resolved that Cllr Anne Davies would be Lost Child Coordinator, Cllr Davies has been DBS checked.

19/170 **60 + Club update and review of future operation and administration**  
The Chairman reported that the first outside trip for the group, to the Black Country Museum, went very well. At the moment the Club is operated by the parish council which causes some issues with the use of petty cash and the administration of the club is quite complicated. It has been suggested that the Club could operate on its own as a standalone group with its own committee if it were to charge a small membership and attendance fee. There is already a donation tin in place for teas and coffees. The parish council is keen to make sure that the Club continues to be successful. To this end the Chairman has devised a
questionnaire to gain members views on the future of the club. The results of this will be discussed at a future meeting.

| 19/171 | **To consider setting up a working group to investigate the planting of fruit trees and creating orchards in open spaces in the parish for the benefit of residents**  
Cllr Tomlinson explained the concept of fruit tree planting in the parish on any available green space as a carbon offset project. It is possible that there may be funding available. The idea would be to provide produce for residents in a way that would benefit the environment.  
After some discussion, It was Resolved with a vote of 3 in favour and 2 against, that a working group would be set up to investigate whether the planting of fruit trees in the parish would be a viable project that would be welcomed by residents. The working group would consist of Cllrs Tomlinson, Dunkley and Davis. |

| 19/172 | **To review the Business Plan Section A – Administering the Council**  
Section A, of the parish council business plan, Administering the Council, was reviewed. The next section ‘Protecting our Community’ will be reviewed next month. |

| 19/173 | **To agree meeting dates for 2020**  
After some discussion it was agreed that meetings would continue to be on the third Thursday of the month with the exception of August when it was agreed that there would be no meeting. |

| 19/174 | **In accordance with the Admissions to Meetings Act 1960 due to the sensitive nature of the following discussions, the public and press will be invited to leave the meeting during agenda items 19/175 a and b**  
| 19/175 | **Staffing**  
| a. **To ratify appointment of new Clerk Fiona Young**  
It was Resolved to appoint Fiona Young as the Clerk and RFO for West Hunsbury Parish Council, starting on October 3rd 2019. The working hours will be 15 hours per week.  
| b. **To receive feedback from Clerk’s exit Interview**  
This item was discussed and noted. |

| 19/176 | **Next Meeting: Thursday 17th October 2019** |

The meeting was closed at 9:03pm

Chairman ------------------------- Date --------------------------