



UPTON

PARISH COUNCIL

MINUTES - ORDINARY PARISH COUNCIL MEETING: 6th August 2024		St Crispin Community Centre 19:15hrs
Attendees: Councillor Holt (Chair) Councillor Caddy (Vice Chair) Councillor Bottwood Councillor Earle Councillor Kershaw Councillor Watson	Apologies: Councillor Goodley Councillor Haylock Councillor Hull Councillor Ingram	Clerk: Emma Needham Also Present: Andy McLester – Head of Property Services, Northamptonshire Healthcare 4 members of the public
<u>Ref No:</u>	<u>AGENDA:</u>	
39/24	<u>Public Session</u> Members of the public made representations to Council requesting: a) a pedestrian crossing on Berrywood Drive to assist school children, the elderly and vulnerable. 46 residents were canvassed and all 46 pledged their support for the idea. b) a collaboration with Northamptonshire Healthcare Property Services to provide a mutually beneficial solution to the problems caused by staff parking on Berrywood Drive. c) an extension to the mown area at Buttercup Meadow, as mowing the perimeter only provides insufficient amenity grass for families and also puts the area at risk of fly tipping and dog fouling.	
40/24	<u>Apologies for Absence</u> Apologies from Councillor Goodley, Councillor Haylock, Councillor Hull and Councillor Ingram were received and approved.	
41/24	<u>Declarations of Interest</u> There were no Declarations of Disclosable Pecuniary or Other Interests (DPI) to consider. There were no Dispensations or written requests for dispensation of DPI to consider.	
42/24	<u>Minutes of the previous meeting</u> Council RESOLVED to the Chairman approving the minutes of the Ordinary Parish Council Meeting on 9 th July 2024.	
43/24	<u>Update from LAP and WNC representatives</u> There were no representatives from LAP present. There were no WNC representatives present. The Clerk had written to the six WNC Ward Councillors enquiring about attendance at Upton Parish Council meetings. Councillor Anna King and Councillor Matt Golby responded with their apologies and will endeavour to make arrangements for a Ward Councillor to attend, where possible.	

Item No.	Items from previous meetings:
	<i>Pursuant to Standing Order 1(a), the Chair used his discretion to bring forward Agenda items 47/24, 48/24 and 51/24 in response to interest from members of the public in attendance. Councillor Caddy joined the meeting after these Agenda items had been discussed.</i>
44/24	<u>St Crispin and Ryelands Cricket Club (SCRCC) Lease</u> “To approve the granting of a lease to St Crispin and Ryelands Cricket Club (SCRCC) and to authorise the Chairman and one other Councillor to sign the same.” Council RESOLVED to defer this Agenda item to the next Ordinary Parish Council meeting, as the Chairman and the Clerk have a meeting with the Chairman of SCRCC on 7th August 2024.
45/24	<u>Community Asset Transfers of St Crispin Community Centre and The Elgar Centre</u> Regarding St Crispin Community Centre, Councillor Caddy updated Council on a meeting that he and the Clerk had attended with WNC and CSN on 2nd August. Regarding The Elgar Centre, there was nothing to report.
46/24	<u>Transfer of amenity areas at St Crispin’s by Taylor Wimpey</u> The Clerk updated Council, confirming that Machins Solicitors LLP have been appointed as Council’s legal representatives in this matter. There was nothing further to report.
47/24	<u>Buttercup Meadow Grass Cutting</u> Council RESOLVED to approve a cost of £1,252.40 excl VAT for a one-off cut to include cutting back of overgrown trees and shrubs. Council RESOLVED to agree the proposal for ongoing grass cutting and soft landscaping of Buttercup Meadow as outlined in the Clerk’s email and revised map, at an estimated cost of £2,630 for the remainder of the season. This includes covering a more extensive cutting area.
Item No.	General Matters;
48/24	<u>Kent Road and Upton Parish Council Car Park</u> Council agreed to set up a working party comprising Councillor Bottwood, Councillor Holt and the Clerk, to consider the liabilities and opportunities associated with Kent Road and Upton Parish Council car park. It was agreed that the group will report to Council at the October meeting.
49/24	<u>Grass Cutting, Trees and Landscaping</u> It was agreed that grass cutting will be limited to Buttercup Meadow for the current budget year, this being the only grassed Public Open Space owned by Council at present. It was agreed to assess the boundaries of the Kent Road Car Park, as a tree survey may be required. It was noted that the Council does not have any maintenance responsibility for St Michael’s Church although a grant to assist with mowing was awarded to The Friends of St Michael’s Church in the previous budget year.
50/24	<u>Play Equipment for U12s and Older Youth Provision</u> “To discuss provision of additional play equipment for the under 12 age group and for the older youth such as basket swings, basketball hoop, climbing wall, table tennis tables and outdoor gym equipment, to be funded from Community Infrastructure Levy (CIL) monies held by Upton Parish Council.”

	In the absence of Councillor Ingram, it was agreed to defer this Agenda item to the next meeting and request a costed proposal. In the meantime, it was agreed to continue to petition WNC to repair and reinstate the broken items of play equipment.
51/24	<u>Request for a new Pedestrian Crossing on Berrywood Drive</u> Council considered a request from a member of the public for a new pedestrian crossing in Berrywood Drive. It was noted that: • WNC Highways are responsible for approving new pedestrian crossings, although the support of the Parish Council, along with a financial contribution, is usually required. • the approval process is onerous and takes a significant amount of time. • the raised, paved “shared space” section is designed to provide drivers with visual cues that they are entering a residential area. Regulations may preclude the positioning of a pedestrian crossing on the raised section. Council agreed to: • reposition its Speed Indicator Device, to gather some data from the location. • move its advisory 20mph signs to the location. • consider making an approach to WNC Highways, once data has been gathered.
52/24	<u>Street Name Consultation WNSN/2024/0157</u> Council agreed a proposal for the naming of six new streets in Upton, along the theme of “Nature at Upton Country Park,” to be submitted to WNC Place & Growth Directorate before the 11th August deadline.
53/24	<u>30mph and 40mph Speed Limit Proposals Sandy Lane and Sandy Lane Relief Road Area</u> Council NOTED that WNC are proposing to implement a 30 and 40-mph speed limit on Sandy Lane and Sandy Lane Relief Road and have requested comments and feedback on the proposal.
54/24	<u>West Northamptonshire Park Development Strategy Consultation</u> Council NOTED the consultation, available at: Have your say on the draft West Northamptonshire Parks Development Strategy - West Northamptonshire Council - Citizen Space and discussed the proposal for a new café and toilet block at Upton Country Park and how this might impact the sustainability of the Elgar Centre. It was agreed that Councillors should send their comments to the Clerk by 27th August to allow her to collate and prepare a suitable response from Council before the 8th September deadline.
55/24	<u>Remembrance 2024</u> It was agreed that Upton Parish Council will mark remembrance with a wreath laying at 11:00 on Monday 11th November at the Wooden Soldier War Memorial in Upton Parish Council car park.
56/24	<u>New Councillor Training Course</u> Council RESOLVED to book two places on NCALC’s New Councillor Training Course at a cost of £48.00 each excl VAT. It was agreed that Councillor Watson and one other councillor TBC should attend.
<u>Item No.</u>	<u>Finance</u>
57/24	<u>Ratification of purchases made between meetings under Financial Regulation (FR) 4.1</u> Council RESOLVED to ratify expenditure of £48.00 excl VAT for the attendance of Councillor Hull on NCALC’s “Off to a Flying Start” New Councillor Training Course.

58/24	<u>Income</u> Council noted all income received in the month as set out in Appendix A.
59/24	<u>Accounts for Payment</u> Council RESOLVED to all payments being made, as set out in Appendix B.
60/24	<u>Internal Controller</u> Council appointed Councillor Bottwood to fulfil the role of Internal Controller.
<u>Item No.</u>	<u>Planning</u>
61/24	<u>Notification of Planning Applications received for comment.</u> There were no current planning applications for the Parish to consider.
62/24	<u>Notification of Planning Application Decisions received from the Planning Authority.</u> Council NOTED the following decision/(s) received from the Local Planning Authority: a) <u>2024/2506/FULL 19 Telford Street Northampton NN5 4EU</u> Proposed loft conversion. Approved.
63/24	<u>Green Hill Solar Farm - EIA Scoping Notification and Consultation</u> Council NOTED that Upton Parish Council has been identified by the Planning Inspectorate as a statutory consultee for the above application for a Development Consent Order, commencing with a consultation on the applicant's Environmental Statement (ES) to allow the Planning Inspectorate to form its Scoping Opinion. Council agreed to respond requesting the consideration of: • Solar panels on warehousing taking precedence over green field sites. • Mechanism for discounts on energy bills for communities living close to solar farms. • Provision of a community benefit fund

There being no other business, the meeting was closed at 21:13hrs

APPENDIX A - INCOME TABLE

Date	Current Account	Amount
Jul 2024	Taylor Wimpey – contribution towards mowing	£300.00
Jul 2024	Interest Received	£113.44

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Power	Amount
BACS	NCALC	Off to a Flying Start Training Course	Local Government Act 1972 s175	£57.60
CHQ	J & S Potter Ltd	Install 2 no. litter bins in Upton	Litter Act 1983 s5	£312.00
BACS	WNC	To empty 2 litter bins Aug 2024 to Mar 2025.	Litter Act 1983 s5	£353.86
CHQ	Employee(s)	Net pay	Local Govt Act 1972 s112	£1,391.71
CHQ	Employee(s)	Expenses/Homeworking Allowance July 2024	Local Government Act 1972 s112	£75.18
BACS	LGPS	Employee pension scheme	Local Government Act 1972 s112	£475.44
BACS	HMRC	PAYE and NIC	Local Government Act 1972 s112	£273.35