

NASSINGTON PARISH COUNCIL



MINUTES - NASSINGTON PARISH COUNCIL MEETING

Wednesday 11th September 2024 at 7.30 pm in Nassington Village Hall

24.2450. Attendance and apologies for absence

Present: Cllr Rebecca Downey, Cllr Alain Kingsley, Cllr Derrick Mortimer, Cllr Robert Peterson (chairman), and Cllr Andy Russell. Apologies received from Sam Attenborough, Alan Burns, Elliott Clark, and Charlotte Lemmon for work and personal reasons It was **RESOLVED** to accept the apologies. Officer present: The clerk.

24.2451. Declarations of Interest

Dispensations are in place for all members of the council who are also members of the cricket club, for members with allotments, for members with association with the preschool, and for members with association with the church. The council has previously acknowledged that associations with and membership of other organisations might on occasion be pecuniary in nature but felt those to be incidental to the member's council role rather than of pecuniary advantage or disadvantage to the member, that the roles would not conflict, and that members would put their statutory duty as duly appointed members of the council as priority in any decision-making process.

24.2452. Approval of Minutes

It was **RESOLVED** to approve the minutes, circulated in advance of the meeting, of the meeting held in July 2024. The chairman of the meeting signed the minutes. (It was noted that adjustment to the numbering of previous minutes had been updated, but the content remained exactly as adopted.)

24.2453. Questions or address from members of the public:

There were none.

24.2454. Planning and Development (1):

a) NE/24/00691/TCA/ | T1; Walnut - remove lowest limb, reduce overhanging limb by 3 metres. | 43 Church Street Nassington: It was **RESOLVED** that the council has no objections or further comment to make.

24.2455. Planning and Development (2):

- a) Neighbourhood plan update: Receipt of the Neighbourhood Plan Draft Strategic Environmental Assessment Screening Statement and Draft Habitat Regulations Screening Report were noted. It was **RESOLVED** to proceed with the statutory 'regulation 14' consultation, which requires a minimum 6 week period. It was further **RESOLVED** that the consultation period would run from 1st October to end November.
- b) Heating Nassington (NEAT) Committee report: The (i) grant agreement from Cambridgeshire and Peterborough Combined Authority under the community energy fund (CEF), the (ii) Community Energy Fund Stage 1 Feasibility Proposal agreement from Logogen, and the (iii) Cambridgeshire and Peterborough Combined Authority monitoring form and claim for £15,000 had all been circulated in advance of the meeting. It was **RESOLVED** to approve all three documents and authorise the clerk to sign them on behalf of the council in order that the project can proceed.
- c) Feedback from a meeting of a cluster of local (parish) councils in the surrounding area where local planning authorities merge was shared by the clerk. Peterborough, Huntingdonshire and North Northants local planning authorities (LPAs) are all within a few miles of Nassington and are each in the initial phases of their replacement statutory local plans. Each LPA has received submissions as part of the 'Call for Sites' process, the combined effects of which have the capacity to be impactful should all of them proceed. The situation will be monitored by the parish councils local to the areas.

24.2456. Governance:

- a) Burial Board update: The clerk shared details of a person who had come forward in response to the advert for the role of clerk to the burial board. It was **RESOLVED** that the council is very keen to proceed with the appointment of the person and felt they are an excellent candidate for the role. The next steps would be that the recommendation to employ the person is passed to Yarwell parish council and, assuming YPC is happy to proceed, the members from both councils who constitute the burial board meet with them so that all parties can formally agree the appointment. Nassington Parish Council considered the range of duties necessary for the role and reiterated its position that the role should be remunerated. The clerk to Nassington council does not have capacity to continue carrying out the duties.
- b) Audit: It was **RESOLVED** to note and approve receipt of the audit report from PKF Littlejohn confirming completion of review of the Annual Governance & Accountability Return (AGAR) for Nassington Parish Council for the year ended 31 March 2024. The external auditor report and certificate detail "NONE" matters arising from the review and therefore there is no action required.
- c) It was further **RESOLVED** to agree the minimum length of time that the 'Notice of conclusion of audit' should remain in situ will be 14 days.

24.2457. Playing field

- a) Slide – The latest proposal was shared. The design incorporates a wide, wavy slide, on stilts to compensate for the lack of fall-height on the slope and an enclosed platform at the top, with steps leading up to it. The small grant application for the trim-trail/slide project was turned down, but the grant body encourages the council to apply via its larger grants scheme, with a deadline of November for a decision in February. It was **RESOLVED** to proceed with the slide project as presented and apply for the grant, with the amount to be discussed with the advisors beforehand.
- b) The trim trail order is in place and is expected to be installed this autumn.
- c) Details of proposed repair works following the RoSPA report and other findings was circulated in advance of the meeting. It was **RESOLVED** to proceed with the repair works at a cost of £4650.
- d) The matter of seating was raised and would be brought to the next meeting for ratification. The clerk was instructed to obtain prices for one each of 2m long, 3m long, and round picnic tables, with wheelchair accessible for the round one and prices for wheelchair accessible and fully seated options for the long ones.

24.2458. Community / Projects

- a) Speed Indicator Device (SID) Project. Full details of the proposals for the SIDs had been circulated in advance of the meeting along with details of price comparisons from alternative suppliers. It was **RESOLVED** to proceed with the procurement of three new SID units from ElanCity following installations: 1no SID on the brackets on the lamppost at the end of Fenn Close, opposite the pocket park, 1no SID on the lamppost outside 40 Woodnewton Road, 1no SID on the lamppost outside 37 Church St, pointing towards the church, and 1no SID on the streetlight outside 1 Fotheringhay Road. The four lamppost units would be hardwired into the existing unmetered supply. The intention is that eventually a new post with a solar/PV powered SID on Church St on the south side of the road between the village green and the Black Horse would be installed. It was further **RESOLVED** to return the existing unit to the manufacturer to have it retro-fitted to accommodate mains power. The cost of the project, excluding the solar option, would be approximately £6,200 plus installation costs and any repair work necessary to the existing unit. The units on Church Street would be programmed to operate on school days only and between the hours of drop off and collection, with graphics to indicate the presence of the school.
- b) Allotments:
 - i. Additional clauses in the upcoming annual invoice renewal: The allotment committee's proposed

alterations to the allotment licence had been circulated in advance of the meeting. It was **RESOLVED** to include the following amendments:

- Clause 2.10 alter to 'not to deposit or allow other persons to deposit any refuse or decaying matter or place any matter in any hedges ditches or dykes situate in the said allotment site or in any adjoining land. Branches that form a natural barrier to animals such as deer may be placed at the back of allotments in the space between the allotment and the adjoining field. Manure and compost in such quantities as may reasonably be required for use in cultivation may be stored on the allotment garden.'
 - New clause 2.22 To ensure that the boundary between allotments is well maintained and accessible. Boundaries between allotments should not become overgrown and items should not be placed against boundary fencing.
 - New clause 3: 2Allotment holders will treat other allotment holders, parish council officers, and relevant Parish Councillors with courtesy and respect. We draw your attention to the council's stance on civility and respect in public life, contained within the governance pages of the parish website <https://www.nassington-pc.gov.uk/accounts-and-audit/>. Any issues or concerns should be raised in the first instance with a member of the allotment committee or via allotments@nassington.uk . The allotment committee may refer matters of discourtesy or unacceptable behaviour to the council, whose decision to evict an allotment holder will be final"
- ii. It was **RESOLVED** to increase rents, from 1st October 2025, to £25 for a full plot and £15 for a half plot.
- c) Village Hall: Correspondence from the village hall trust to the chairman of the parish council had been circulated in advance of the meeting. The letter detailed the current financial position of the trust, maintenance works that the trustees consider to be necessary in the short to medium term, and a request for increased funding. It was **RESOLVED** that:
- i. The parish council reiterated its previous commitment to underwrite the village hall should the financial situation make continued operation unviable, with the proviso of continuing competent stewardship, as the hall's position as a community asset is indisputable.
 - ii. The council's current year's budget anticipates a grant to the VH of £1,000. It was **RESOLVED** to pay £1,000 imminently and to keep the annual grant at that level henceforth.
 - iii. Regulations relating to VAT expenditure by town and parish councils allows that the council can commission works, pay for the works, and reclaim the VAT on invoices pertaining to a village hall that it does not own or is not a trustee of. Therefore, the council would like the village hall to, on its behalf, firm up the quote for works to the perimeter walls with a view to the council placing the order and paying for the works, within the confines of the VAT regulations.
- d) Churchyard: Magnolia trees have been cited by the church architect as having the potential to damage the exterior walls of the church as the branches are touching the building. It was agreed that the trees would be cut back away from the church and reshaped accordingly, perhaps over a two-year period. The architect suggested the possibility of removing the most eastward magnolia, but this was discounted as an option. It was **RESOLVED** to suspend financial regulations in respect of these tree works, as the council would be keen to use the arboriculturist who carried out the same works in 2019.
- e) The introduction of new 'Oundle North' bus service was noted. It was further noted that no details had been forthcoming from the unitary authority, the transport company, or any unitary councillors. The clerk will continue to endeavour to uncover the particulars of the bus service
- f) It was **RESOLVED** to engage Wellers Headley for legal services to engage with the Land Registry to alter existing land ownership records and to pursue adverse possession. Quoted costs expected to be in the region of £250 and £950.

24.2459. Financial matters:

- a) The accounts as at 30th August 2024 had been circulated in advance of the meeting. It was **RESOLVED** to approve accounts at 31st August 2024 as follows:

ledger balance current account	1,690.37
Tailored reserve	88,847.80
Nationwide 95 day saver	91,167.32
Total cash:	181,705.49
Per cash book	
Balance b/f	141,210.77
Add receipts for year	53,101.73
less payments for the year	12,557.01
Balance c/f:	181,755.49

- b) It was **RESOLVED** to note the following receipts and approve the following payments, details of which had been circulated in advance of the meeting:

Receipt	Goods/service	Supplier			
£654.61	Interest	Since last meeting			
Goods/service	Supplier	Nett	Gross	Power	
Water at allotments	Anglian Water		55.24	SHAA ⁱ S23-26	
Works at allotments			80.00	SHAA ⁱ S23-26	
Grasscutting	Plough environmental		890.00	PHA ⁱⁱ S164HA ⁱⁱⁱ GA215	
Audit fee	PKF Littlejohn	315.00	378.00	LGA ^{iv} S111	
Printing	Nassington School		32.50	LGA ^{iv} S111	
<u>Direct debits/SOs/Credit card:</u>					
streetlighting	SSE	216.58	232.48	PCA ^v 1957 s3/ HA ^{vi} 1980 s301	
AED in phonebox	SSE	17.47	21.06	PHA ^{vii} s234	
Virus protection	MacAfee		64.99	LGA ^{iv} S111	
Salary and pension			1012.65	LGA ^{iv} S112 & pensions act	
Domain name	Tsohost	7.95	9.54	LGA ^{iv} S111	
Biscuit tin sundries	Amazon	24.96	29.95	LGA ^{iv} S144	
Printing for history group			32.50	LGA ^{iv} S144	

24.2460. Announcements and correspondence

- c) It was agreed to write to the highways department regarding road resurfacing between Yarwell and Wansford, as opposed to between Yarwell and Nassington, in response to a request received by email.
- d) A voicemail had been received regarding bottle banks. A note would be circulated regarding the use of recycling bins.

24.2461. Newsletter / Social Media / community communications would include

There would be an update regarding the play area; the neighbourhood plan regulation 14, and speed indicator devices.

24.2462. Items for following agendas:

The chairman announced his resignation from the council with immediate effect. The clerk would make the necessary arrangements with the election office. First order of business in October would be to elect a new chairman. This news would be added to the newsletter insert too. Seating at the play area would be addressed.

DATE OF NEXT MEETING: 9TH OCTOBER S2024

Approved by Nassington Parish Council:

Signature of Chairman

Date:

ⁱ [SHAA – Small Holding and Allotments Act 1908](#)

ⁱⁱ Public Health Act 1875

ⁱⁱⁱ [Public Health Act 1875](#)

^{iv} [Local Government Act](#)

^v [PCAct -Parish Councils Act 1957](#)

^{vi} HA- [Highways Act 1980](#)

^{vii} PHA – [Public Health Act 1936](#)