

SILVERSTONE PARISH COUNCIL

MINUTES OF THE OF THE PARISH COUNCIL MEETING held on MONDAY 13th JULY 2020 via Zoom

The meeting was opened at 8:00pm

1. **Present:** Councillor's James Laband (JL) (*Chair*), Carol Tosh (CT), Dermot Bambridge (DB), Sally Williams (SW), Sally Cann (SC), Karen Fanning (KF), Colin Rhodes (CR), Mary Jane Branch (MJB), Glenda Fuller (GF), John Rudland (JR).
Cherie Carruthers (Clerk to the Parish Council) and three Members of the Public were also present.
2. **Apologies of Absence:** Cllr Michelle Webb.
3. **Chairman's Announcements:** Noted.
4. **New Clerk & RFO:** JL introduced CC as the new Clerk and RFO and it was **approved** that Powers of Authority be delegated to her in line with the Council's Standing Orders and Financial Regulations.
5.
 1. **Declarations of Interest:** None.
 2. **Dispensation Requests:** None.
 3. **Update Register of Interest Forms:** Members were reminded of the requirement to update the register within 28 days of any changes.
6. **It was RESOLVED that the minutes of the 8th June 2020 meeting were a true and fair record.**
7. **Public Participation:** None.
8. **Ratify Decisions of the Council:** None. JL noted that this is no longer a requirement and could therefore be removed from the Agenda for future meetings.
9. **Website Policy:** The Members **APPROVED** and **ADOPTED** the website policy, issued September 2017, as the current and published policy.
10. **To consider District Council Matters:** DB verbally updated the members that the waste collection side of the phased return, post lockdown, is very much business as usual now, with a full service including large item collection and our recycling centre at Farthinghoe being fully open. Licensing has been busy, working with pubs to make sure they are legal with the changing rules and recommendations for reopening. There have been regulation changes to help pubs reopen safely and that involves changes to permit off sales and permitted consumption outside of premises including on-street and the use of gardens that were not covered by existing licenses. One of the most important roles SNC has been playing is administering funding and grants to help businesses survive and, in this respect, we have supported the SRA and the White Horse along with many other local business and premises. He was pleased to report that SNC have been active in improving parking in Towcester, and he advised that SNC have successfully purchased the old Coop building and car park at Sponne Court. DB had received a Freedom of Information (FOI) request relating to the former infants' school. This required forwarding of all correspondence relating to the former school and its planning applications since 2017. This resulted in nearly 90 emails being disclosed.
11. **To consider County Council Matters:** None received.

SILVERSTONE PARISH COUNCIL

12. 1. The following payments of accounts were approved and ratified in line with the budget and councils' financial regulations:

| Chq No | Gross Amount (£) | VAT Value (£) | Payee | Details | Power |
|--------|------------------|---------------|------------------------------------|----------------------------------|-----------------|
| 301067 | 8441.00 | 0.00 | Silverstone Recreation Association | Annual Financing Payment | Open Spaces Act |
| 301068 | 228.67 | 38.11 | DNH Contracts | Bin Emptying June | Open Spaces Act |
| 301070 | 36.00 | 0.00 | NCALC | Emergency & Flood Plan Workshop | LGA 1972 S111 |
| 301071 | 126.00 | 0.00 | NCALC | Clerk & Councilor Training | LGA 1972 S111 |
| 301072 | 51.54 | 0.00 | Linda Paice | Expenses | LGA 1972 S111 |
| 301073 | 1080.00 | 180 | BES Geomatics Ltd | Drone Survey of village | LGA 1972 S111 |
| DD | 6.00 | 0.00 | Lloyds Bank | Multipay Card Charges May & June | LGA 1972 S111 |

2. RECEIPTS: None

3. Record the Bank Balance of the Councils as at 30th June 2020: £199,592.39 in the Unity Trust Bank.

4. A Receipts and Payment report to 30th June 2020, was circulated prior to the meeting, no questions were received. CC questioned the breakdown of Ear Marked Reserves and was advised that the PC held a separate list for these.

5. The members agreed that a risk analysis of the council's funds, which are currently more than the £85,000 FSCS protected limit, needed to be undertaken. Three main options were put forward by CC, an additional bank reserve account and CCLA options on both a deposit and property fund.

CR requested that a proposition for each be researched and presented, DB confirmed that this would go to the Finance Committee and they would collate their recommendations.

CT asked whether the budget is "fit for purpose" and that the individual cost lines are analysed in detail when setting the 2021-2022 budget.

6. It was **AGREED** that Financial Regulations be amended to allow for an Electronic Payment policy. CC will draft a policy and present it to the council for the September meeting.

7. CC proposed that the accounting software be changed from Edge IT to Rialtas. It was agreed that this be brought to an Extraordinary meeting with supporting report.

13. Planning Committee: There were no applications to update on from the planning committee meeting.

2. Neighborhood Plan: CT reported that Ellie Gingell, a previous SNC Neighborhood Plan Officer, has agreed to do an executive summary and editing of our whole document. DB is writing the introduction and she noted that we should be heading towards a completed document by September 2020.

SILVERSTONE PARISH COUNCIL

14. Parish Amenities:

1. Footpaths: There were no issues reported.

- i) No monthly Parish Path Warden report had been received. CC will chase Anthony Thompson for the September 2020 meeting.

2. Highways: DB and CR reported that the potholes on the Dadford Road are extremely dangerous, they have been reported to Fix My Street and it was advised that they were not severe enough for repair. A cycling accident happened on the exact stretch of road, the week before the meeting, DB said it was imperative that these are filled. CC is to contact Ian Morris (County Councillor) requesting urgent attention be given to these.

- i) **Bench on Stocks Hill:** The contractor is waiting for the fixings to come back into stock.
- ii) **War Memorial resurfacing:** CT is meeting the contractor on the 28th July 2020 so will update at the September meeting.
- iii) **VAS update:** The sign is still not working; CC had further reported to Western Power and had received no response. CC to chase again.

3. Lights: No issues to report.

4. Play Areas:

- i) **Church Street:** JR updated the members that the popular play area was clean and smart. He was pleased to see the playground in use again following the relaxation of COVID-19 restrictions. He noted that there is damaged netting and chains hanging from one of the basketball hoops. It was unclear whether these were put there by local users or not, it was agreed, with the support of Nick Ashby (Chairman of the SRA) that the dangerous netting be removed.
- ii) **Old Oak:** CT confirmed that Old Oak had also reopened on the 4th July, she noted that the hedges needed trimming back, CC had spoken to Mr. Wilson and asked for this to be carried out. She also reported that the rubbish bin was broken and needed repairing. CC to instruct this.

5. Pocket Parks:

- i) **Brickle:** MJB reported that all was neat and tidy with no issues to note.
- ii) **Olney Meadow:** JL had received a complaint regarding the drifting smell of the dog poo bin at the Graham Hill entrance. On monitoring this, it was confirmed along with GF, that the prevailing wind from the west carried the smell into the resident's garden. MJB and CC will contact DNH Contractors and ask if they will be willing to empty the bin if it were to be relocated further into the park, possibly at the crossroads of the two paths, if so, obtain quotation for the relocating. A few residents had requested that the stone snake be preserved for future generations of the village. This concept is a fabulous idea but somewhat impractical in operation due to health and safety reasons and the in keeping of the aesthetics of the pocket park. CT had contacted Mr. James Bloomfield, Head Teacher at Silverstone Primary School, who had agreed that the stone could be homed within the school grounds. CC will contact the parents and ask them to create a working party to varnish, preserve and relocate the snake to the school premises. CR suggested that the PC adopt a Public Art Policy. He will prepare a draft and circulate for review. DB thought that each piece of art should be considered on its own merit rather than trying to slot it into a framework.

6. Silverstone Recreation Association:

- i) **Solicitor quotes:** JL verbally updated the meeting of four quotations he had received from solicitors, Spratt Endicott, Banlock & Bishop, Jeffery Lever and Weller Headleys. Each different in their hourly rate and expertise. He requested that this be an Agenda item at an Extraordinary meeting, where each quotation could be analyzed in detail and a longer discussion take place.

SILVERSTONE PARISH COUNCIL

ii) **Play Area discussions:** Leisure Enhancement Working Party had had several productive meetings with the Trustees and were getting closer to common ground on a severance agreement. Nick Ashby (SRA Chairman) said that all the movement had been positive and that everything is heading in the right direction.

7. **Silverstone Circuit:** DB and JR confirmed that there would be no public meetings at the circuit this side of Christmas. They advised that there would be soft road closures on the two Grand Prix weekends to deter fans from trying to get a view or glimpse of the races, which are being held behind closed doors due to COVID-19 restrictions.

They noted that both the Classics and the Moto GP had been cancelled for 2020 and that the circuit would remain closed to the public until Spring 2021.

They did advise that the Experience Centre and Conference and Exhibition centre would reopen in July 2020.

8. **Other Reports:** CT had written a draft PC's contribution to the News and Views; it was agreed that this be submitted along with a reminder from DB about the availability of Speed Stickers for the bins.

Allotments: DB will prepare a detailed report for an Agenda item for the Extraordinary meeting.

15. **Correspondence:** None.

16. **Date of Next Meeting:** Extraordinary meeting 27th July 2020.

The meeting was declared closed at 9:44pm.

Signed as a true and accurate record by the Chair of the Council:

Chair:

Date: