



SYWELL PARISH COUNCIL

Chairman Cllr John Amos

Minutes of the Ordinary Meeting of Sywell Parish Council held on **Thursday 11th January, 2024 at 7:30 pm** at Conservatory, The Aviator, Sywell, for the purpose of transacting the following business.

In attendance: Nan Mutton (Chairman), Elizabeth Brown, Fiona Ingram, John Shenfield.
Clerk Maureen Holliday

- 073/23 PUBLIC SESSION:** No attendees
- 074/23 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE:** Cllrs Amos, Dobson
- 075/23 DECLARATIONS OF INTEREST/DISPENSATION REQUESTS** – Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate. None
- 076/23 RECEIVE CHANGES TO REGISTRABLE INTERESTS (if any)**
Request for the Completion of Register of Interests: Periodic reminder that under the Localism Act 2011 (sections 26-34 and regulations made thereunder), the monitoring officer of North Northamptonshire Council is required to establish and maintain a register of interests of elected and co-opted members. None
- 077/23 RESOLVED TO SIGN & APPROVE MINUTES OF MEETING** Thursday 9th Nov 2023 which were signed by the Chairman.
- 078/23 NORTH NORTHANTS COUNCILLORS** – No attendees
- 079/23 CHAIRMAN, CLERK and COUNCILLOR REPORT** on items not on the agenda (verbal).
- 080/23 RESOURCES: Resolved** to approve the bank balances, payments and National Increase (a to h) Documents in Meeting Papers.
- a) **Bank Balances at 31 Dec 2023:** Current Account: £79,948.01
Reserves in hand: Traffic Calming Reserve: £50,000.00
 - b) **Income received since last meeting:** Nil.
 - c) **Receipts & Payments: Budget Summary, Bank Rec for year to date** tabled
 - d) **To approve payments to be made at and between meetings Appendix 1** (tabled)
 - e) **Council set budget for 2024/25,** (2023/4 budget and Precept request: £34,500) **£36,500 24/25**
 - f) **Council set a precept of £36,500 for 24/25 following agreement of the budget** (above).
 - g) **Unity Bank Reserve/Savings Account application.** Progressing
 - h) **Notification that 2Commune will not be able to supply the Sywell Parish Council website after 31 March 2024.** Action: Clerk to source a suitable small website provider and implement.
- 081/23 PLANNING: Resolution** to agree responses - none.
- a) **New Applications:**
NW/23/00752/FUL 111 Overstone Road Sywell NN6 0AW Loft conversion to habitable accommodation to form three bedrooms and bathroom with front and rear dormers and a change in the roof design from a hip to gable roof. **Response:** No Observations
 - b) **Awaiting Decision**
NW/23/00799/FUL 4 Woodford Chase Overstone Road Sywell Northampton NN6 0AR Single storey front extension. Demolition of part of a lean to roof above front door. Delegated
Response: No Observations.
NW/23/00744/FUL 7 Westlea Road Sywell Loft conversion to form habitable accommodation, front dormer and two velux roof lights on the rear elevation. **Delegated Response:** Council resolved to object to the development on the grounds that it was deleterious to the street scene due to the width of the roof extension.
 - c) **Applications Decided:**
NW/23/00667/VAR 50 Ecton Lane Sywell Northampton NN6 0BA: Allow for a change in facing materials on the main dwelling and to add 2 dormer windows in the roof of the garage. Condition

Number(s): 2 Conditions(s) Removal: To meet client's requirements and wants. Condition 2: To change from external render to facing brickwork on main dwelling see drawing M111_21H As Proposed Plans and Elevations To add 2 dormers over the garage see drawing M111_25 As Proposed Garage Plans and Elevations. **Permitted**
NW/23/00630/FUL 6 Brembridge Close Sywell Alterations including the erection of a single-storey front extension and new windows. **Permitted**

d) Planning applications and matters since publication of the agenda (applications notified by BCW received prior to the meeting will be considered)

e) Other Planning Matters : Field adjacent to Sywell Village: Update on reports received.

The North Northants Planning Department have acknowledged the concerns and will investigate.

082/23 ELLIOT PARK: Consider Report, Proposals and Actions. Discussion on outstanding issues.

a) Annual Playground Inspection. Date agreed.

b) Elliott Park – new sign wording. Council agreed the layout and wording to be placed on the new sign. A tribute to Jim Elliott will be included with reference to his keen interest in biodiversity.

c) Update on Community Support Funding NNC Grant Application for new fencing. No news yet.

Resolved to approve the report and suggested action on the above matters.

083/23 HIGHWAYS MOWING AND MAINTENANCE: Resolved to approve further action or response.

Traffic Calming and Speeding in the Village:

i) Movement of Speed Indicator Sign from Ecton Lane to Wellingborough Road. Meeting with Steve Barber, Road Safety Officer, Kier Transportation. Mr Barber will confirm permission granted.

ii) CCTV: Overstone Road: Council to discuss quotation for power supply to position. £1288.80 Plus VAT Likely to be installed by end of February 2024. Securifires Systems will need to put the concrete base in place. Agreed to accept the National Grid quotation of £1,288.80. CCTV equipment suppliers are increasing their prices. A revised quotation for the equipment, without ANPR, at £4,589.00 was agreed.

iii) To receive a Lengthsman Report from Peter Clayton.

Over the last few weeks, we have had a problem with a number of flood issues

The Horseshoe roundabout has been flooding owing to a number of the drains being blocked this has been reported but has still not been sorted by Highways. Two drains get covered by leaves once you get a have flow of water on the road, clearing these helps but only clears one side of the road.

I answered a call to a resident on Stonelea Road whose patio was starting to flood owing to water run-off from the adjacent field. I was able to stop the flow of water by diverting the water to a drain. This has been a long-standing issue and is another issue that highways/planning/environmental need to solve.

The portable SID Signs are still operational. One on Ecton Lane One on Overstone Road and one that will be put onto the Wellingborough Road once permission is received.

The 20 mile an hour signs (Red in the village) have been removed and replaced with a new Green 20 mile an hour advisory signs which have been supplied by Highways.

Pot holes and blocked drains have been reported by various people on FixMyStreet .

The issue with building work and water/mud on the road is still an issue and a new issue of water running from the building site at No 4 Ecton Lane onto the pavement and highway is a problem as the weather starts to get colder with Ice.

Complaints are being received about the flooding and mud/debris being deposited on the road from the build at 4 Ecton Lane.

Hedges in Ecton Lane are overhanging the highway.

Action: Clerk to contact the project manager of 4 Ecton Lane to ask if they would sweep the muddy area outside the build in Ecton Lane.

Action: Clerk to contact Highways requesting action regarding the overhanging hedges.

iv) **Ian Boyes, Assistant Community Liaison Officer, North Northants Council:** It is with regret that we received news of the imminent retirement of Ian Boyes, on 2nd February 2024. Ian has worked on both the West Northants side and North Northants side of the county and has always worked very hard in the interests of the parishes. He maintained a very high standard of work with acknowledgement of email, or solution to an issue, more often than not, on the day. He will be missed. Many thanks for all he has done for us.

084/23 TRAINING: To consider any training opportunities. **Resolved** to agree:

Clerk to attend the Feb 2024 Society of Local Council Clerks Conference at Kenilworth.

Councillor courses within the Councillor Development Framework:

Planning Nuts and Bolts: 19 January 2024 at 10:00-12:00 online: Cllr Ingram will attend.

Also, Off to a Flying Start training course.

Island Green Power - Green Hill Solar Farm: Confirming Cllr Amos's attendance at the briefing meeting on 23 January 2024 at 6:30 – 7:30 pm - the meeting will be held via Microsoft Teams.

085/23 Biodiversity Duty Policy

Government guidance issued in May 2023 suggested that “councils” would have a new duty to consider what they can do to conserve and enhance biodiversity, and that the first consideration should be made by 1 January 2024. Under the 2021 Environment Act, public authorities (including town and parish councils) operating in England must consider what they can do to conserve and enhance biodiversity. Government guidance published on 17 May 2023 clarifies that, as a public authority, town and parish councils must:

- consider what they can do to conserve and enhance biodiversity.
- agree policies and specific objectives based on their consideration.
- act to deliver their policies and achieve their objectives.

Sywell Parish Council **resolved to adopt the model Biodiversity Policy** published January 2024 (available from <https://www.northantscalc.com/blog/news-1/model-biodiversity-policy-2023-61>) by NCALC and note that they comply with the policy by:

- Continuing a program of tree planting throughout Sywell
- Establishing wildflower beds
- Ensure mowing & maintenance schedules provide a positive balance of promoting biodiversity and maintaining a safe, tidy village.
- Support local organisations to establish greener farming practices and land management strategies.

086/23 URGENT MATTERS FOR REPORT ONLY (Notified to the Chairman before the meeting)

087/23 DATE OF NEXT MEETING – 14th March 2024 7.30 pm, Village Hall, Sywell

Signed

Chairman Date

Future meetings: 2024: 14 March, 9 May, 11 July, 12 Sept, 14 Nov.

2025: 9 Jan, 13 March, 8 May, 10 July, 11 Sept, 13 Nov.

Clerk: Mrs M Holliday, Pitsford Farmhouse, Church Lane, Pitsford, NN6 9AJ. 01604 880395 / 078844 90997

E-mail: clerk.sywellparish@gmail.com

Appendix I: Payments made:

01-Nov-23	SSE ENERGY SUPPLY)	91784442/0054	51	-0.36	-0.02
02-Nov-23	DD (SOUTHERN ELECTRIC)	561237034/0081	52	-26.00	-1.23
13-Nov-23	B/P to: BRITISH LEGION	DONATION & WREATH	53	-100.00	
13-Nov-23	B/P to: PKF LITTLEJOHN LLP	NH0216 AUDIT FEE	54	-252.00	-42.00
13-Nov-23	B/P to: NORTHANTS CALC	3187 TRAINING	56	-50.40	-8.40
16-Nov-23	Direct Debit (BRITISH GAS)	6004305	57	-35.88	-1.71
23-Nov-23	Direct Debit (GIGACLEAR PLC)	G05103249	58	-36.00	-6.00
24-Nov-23	Direct Debit (ICO)	ZA150963	59	-35.00	
28-Nov-23	Park Landscapes (N	1578 Mowing	60	-819.60	-136.60
28-Nov-23	Police Fire & Crime Comm	31001997 Grant Balance	61	-250.00	
28-Nov-23	HMRC PAYE	Tax	62	-362.80	
06-Dec-23	SSE ENERGY SUPPLY)	IV00086718	63	-173.61	-10.92
12-Dec-23	British Gas	6223084	64	-27.71	-3.03
19-Dec-23	Park Landscapes (N	1586	65	-144.00	-24.00
19-Dec-23	M Holliday	Working from Home Allowance	67	-208.00	
19-Dec-23	Christian Francis	129 Elliott Park	68	-720.00	
20-Dec-23	ACRE	KMD055 Membership	69	-42.00	-7.00
27-Dec-23	Gigaclear PLC	G05294684	70	-36.00	-6.00
31-Dec-23	Unity Trust	Service Charge	71	-18.00	
				-3337.36	-246.91