

GRANGE PARK PARISH COUNCIL

Community Centre, School Lane
Grange Park, Northampton NN4 5FZ

MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD ON THURSDAY 9th JULY 2020

Present: Cllrs M Smith (Ch), J Davies (V.Ch) M Wilson, M Aluko, M Hobbs, A Millerchip, D Harris, P Samson and R Knott

Attending: Mrs T Sampson (Parish Clerk), A Grant (District Councillor) and M Clarke (County Councillor)

20/86 Public Questions

Residents joined us to express concerns about the trees and the management of them adjacent to their homes within the Structural belt and Woodland area. Cllr Martin Smith explained to the residents that the Council had appointed an Arboricultural Consultant to carry out an inventory and condition survey of all significant trees within amenity and communal areas of Grange Park. This survey has produced a 3 year works schedule which the Council are currently working on. It was also noted that the Council would be discussing a Woodland Plan later in the meeting.

20/87 County/District Councillors Report

87.1 County Councillor M Clarke sent the following report:

- Regular Updates on The COVID 19 can be viewed on the Northampton County Council website
- Coronavirus support for the clinically extremely vulnerable (also known as the shielding population) is ending, but it is not too late to register for support.

More information can be obtained from the website:

<https://www.northamptonshire.gov.uk/news/council-news/Pages/default.aspx>

87.2 Cllr A Grant reported on the following:

- SNC – website has been updated on the re-organisation
- The forum is still closed to the public.

More information can be viewed on SNC website: <https://www.southnorthants.gov.uk/news>

20/88 Apologies for Absence

88.1 The following apologies were received and accepted from Cllr S Allen.

20/89 Declaration of Members Interest

89.1 There were no Declarations of Members Interest received.

20/90 Minutes of the Council Meeting on the 11th June 2020

90.1 The Parish Council agreed and approved the Minutes of the Council Meeting held on the 11th June 2020 and the Chairman signed them as a true record.

90.2 The following matters were discussed:

Minute Ref:	Action	By Whom	Status	
89.2	Good Neighbouring Scheme	Clerk	Outstanding	To arrange an evening meeting

93.5	Fire Exit Doors	Caretakers	Outstanding	Postponed to after the Lockdown
144.4	Great Outdoor Company – Gym Equipment	Cllr J Bainbridge	Outstanding	Postponed to after the Lockdown
154.2	Minutes of the Council to be put in the records office	Parish Clerk	Outstanding	To arrange a date to take them to the records office
155.6/ 61.3	Parkinson's Partnerships	Parish Clerk	Outstanding	VAT information sent and confirmation of receipt received
09.4	Re seed Grass Verges	Cllr A Millerchip/Clerk	Outstanding	Seeking funding from NCC
10.1	Café/Bar Meeting	Café/Bar Manager	Completed	Cllr R Knott appt as Internal Control Controller
13.8/ 61.1	Phases 3 – 6 tree works	Parish Clerk	Outstanding	Completed
46.4	Apply for a TPO at Bluebell Rise	Parish Clerk	Outstanding	Expiry date of 1 st June 2020
39.2	Discuss with Clipper the planting of trees at roundabout	Parish Clerk	Outstanding	Deferred until after lockdown
44.1/ 64.1	STREAT Food Meeting	Admin Assistant	Outstanding	To arrange meeting to discuss Firework event
46.8	Quote from Wickstead for play equipment	Parish Clerk	Outstanding	Deferred until after Lockdown Parks closed
64.1	Bowls Club Lease	Parish Clerk	Outstanding	To be amended
79.3	Bowls Green Agreement	Parish Clerk	Outstanding	To update agreement
80.1	Food for the Firework Display	Parish Clerk	Outstanding	To be discussed in September
83.1	Resident Survey on Manor Oak Planning Appeal	Cllrs Sansom/ Millerchip/ Bainbridge/ Davies	Outstanding	To be formulated

20/91

Chairman's Report

- 91.1 No report, all items on the agenda for discussion.
91.2 It was noted that the Parish Clerk and Parish Administrator attended the 'Parish Council Network Event' held by ACRE via Zoom on the 16th July 2020.

20/92

Parish Clerk's Report

- 92.1 No report, all items on the agenda for discussion.

20/93

Finance

- 93.1 The Parish Council approved the accounts that had been circulated via email to all Councillors prior to the meeting.
93.2 The Parish Clerk informed the meeting that all the requested paperwork has been sent to our appointed VAT specialist. The Parish Clerk is currently working on the registration documents and these should be submitted to HMRC by the end of the month.
93.4 The Council approved Section 1 of the Accounting statement for 2019/20 and the Chairman signed them as a true record.
93.5 The Council approved Section 2 of the Accounting statement for 2019/20 and the Chairman signed them as a true record.
93.6 The Parish Council held a Finance Working Group Meeting and agreed the following:

- The Parish Council will continue to discharge its core responsibilities but some initiatives which have been in discussion will need to be deferred in view of the current COVID situation.
- The current budget has been revised and the Council agreed that we will have to take some extra funding this year from our reserves due to the COVID situation.
- The Council also agreed that they would help fund the Cafe/Bar for a short period up to three months but would be closely monitored.

20/94

Planning, Highways and Transportation

94.1 The Following applications were considered:

S/2020/0924/FUL

Location: 26 Rickyard Walk, Grange Park
 Proposal: 2 Storey extension to rear and part conversion of garage to create study
 Case Officer: Emma Sanders
 Observations: No comment

S/2020/1114/FUL

Location: 21 The Glades, Grange Park
 Proposal: Loft conversion to create habitable living space
 Case Officer: Emma Sanders
 Observations: No comment

S/2020/1040/FUL

Location: 7 Rowan Close, Grange Park
 Proposal: First floor side, single storey rear and front extensions, garage, and loft conversion to habitable space.
 Case Officer: Emma Sanders
 Observations: No comment

All Planning applications can be viewed for Grange Park at <http://snc.planning-register.co.uk>

94.2 No refusal notices have been received.

94.3 It was noted that our comments have been submitted to the Planning Inspector about the Manor Oak Planning Appeal. The Planning Appeal comments can be viewed on the South Northants Council website. The Planning Appeal will last for approximately 5 days and arrangements will be sent notifying us of the arrangement's dates, location etc.

20/95

Community Centre, Foxfield & Bowling Green

95.1 Cllr R Knott reported that he would work with the Café/Bar Manager to make sure that the Café/Bar can re-open at the beginning of September. It was noted that Cllr R Knott is currently looking at the finances and formulating new spreadsheets to include Vat figures.

95.2 Youth Club is currently closed due to COVID 19. A meeting will be scheduled soon to informally discuss when the Youth Club may re-open.

95.3 The Parish Council agreed to support the Bowls Club Grant Application and revise their current rental/usage agreement. Copies of the agreement have been sent to all Councillors to view and submit any comments back to the Parish Clerk.

Action: Parish Councillors

20/96

Community Events

96.1 The Parish Council discussed the possibility of the Firework Display going ahead this year on Saturday 7th November 2020. The Parish Clerk confirmed that they had received the following response from the Firework Supply Company

We are allowing clients maximum flexibility and you can delay your decision until mid-October. There will be no financial penalties for cancelling any display due to the CV-19 crisis and we are encouraging clients to book their display, as normal, with the option to cancel later.

The Parish Council decided to discuss the matter at the next Parish Council Meeting in September.

Human Resources Committee (Chairman Councillor J Davies)

- 97.1 Cllr J Davies reported that the Parish Clerk and Parish Administrator are currently running the day to day business of the Council and that all other staffing members are on Furlough. These arrangements are being monitored in line with the COVID-19 Guidelines.

Environment (Inc Allotments & Contract 5)

- 98.1 Cllr A Millerchip reported that the outstanding actions log for Contract 5 is being monitored on a weekly basis and all jobs currently listed are being dealt with. Copies of the log were sent to all Councillors prior to the meeting.
- 98.2 It was noted that phases 3 – 6 of our Tree Management Plan has now been completed.
- 98.3 Cllr A Millerchip reported that due to COVID 19, R&G were unable to obtain the wildflower seeds .Therefore there are no outstanding invoices.
- 98.4 The Parish Clerk reported on the legal transfer of the Oval/Triangle. The Parish have signed the appropriate documents and await confirmation from SNC.
- 98.5 Cllr A Millerchip updated the Council on the zoom meeting held with our Arboricultural Consultant. The following issues were discussed:
- *Many horse chestnut trees planted around Grange Park, Our Consultant advised that they were a poor choice for such a decorative purpose as they are prone to a range of cankers and blights such that the majority of them will not reach maturity. Those that do reach maturity will grow too big for the position they are in. Our Consultant suggested the gradual phasing out of the horse chestnuts by removing banks of weaker trees and replacing them with a more appropriate species.*
 - *Our Consultant strongly advised against the Council writing a procedure for authorising residents to engage tree specialists to do tree work in our woodlands. It was felt that we would not be able to control who was doing what and to what quality standard and with what safety measures. He also commented that there was no arboricultural reason to reduce the height of the trees. He informed us that such action wounds the trees which subsequently become weaker as a result. He was against thinning out too as this exposes the standing trees to wind damage.*
 - *It was felt that our existing tree policy represented the right approach for a Parish Council to take. It was suggested that we emphasise that residents have the right to remove from trees all branches that overhang their property. If such branches are out of normal reach, we should mention that the work should be done by qualified tree specialists. Such work must be done from the resident's property and not from the woodland. The resident has the right to leave the cut branches in the woodland.*
 - *Our Arboriculturist was in favour of us clearing a 2m wide strip from the back of the fence line as this would both alleviate future complaints, at least for the next three years, and allow access for tree inspectors and maintenance people to do their work.*
- 98.6 Cllr A Millerchip discussed and proposed the following:
- *Place the contract to remove the four Leyland Cypress at Bluebell rise for which we have planning permission.*
 - *In the same contract request the clearance of growth from garden fences at all three sites (approx. 125m of fence line) Also clear unsightly piles of previously cut branches. By clear this means shred and broadcast.*
 - *Apply for planning permission to remove the Leyland Cypress at the back of Springwell Close.*

The Council discussed the above and agreed to proceed all Councillors in attendance approved the proposal.

Action: Parish Clerk

The Council agreed that they would continue to adopt their policy of dealing with Dead, Dying and Dangerous trees and have yearly inspection by our Arboricultural Consultant and investigate the creation of a Tree Management Policy.

98.7 It was noted that the Playparks will open on Monday 6th July 2020 following all safety inspections/reports and will be compliant with the government guidelines for COVID 19. A risk assessment will also be completed.

20/99 Communication & Social Media

99.1 Cllr P Sansom volunteered to create a survey asking residents comments on the Planning Appeal to the erection of 330 dwellings and a Primary School. Once completed this would be put on our website and on social media. It was agreed that Cllrs Bainbridge/Millerchip and Davies would send across sample questions for the survey

Action: Cllrs P Sansom/Millerchip/Bainbridge/Davies

20/99.1 remove should volunteered to create a survey asking or residents comments not *be volunteered to create a survey asking residents comments*

20/100 Correspondence

100.1 All items of correspondence have been included on the agenda.

20/101 Date of the Next Meeting

101.1 It was noted that the next Virtual Parish Council Meeting will be held on Thursday 10th September at 7.30pm.

There being no further business the Chairman Closed the virtual meeting at 21.15 and wished everyone a good Summer Break.

OUTSTANDING ACTION LIST.

Minute Ref:	Action	By Whom
95.3	Bowling Green Agreement	All Councillors
98.6	Outstanding Environmental Issues	Parish Clerk
20/99	To create a survey regarding the Planning application	Cllrs Sansom, Millerchip, Bainbridge and Davies