

**Maidwell with Draughton Parish Council**  
**LODER HALL, MAIDWELL**

**Minutes of the Ordinary Meeting held on 10<sup>th</sup> November 2021**

Present: Cllr Calnan (Chair), Cllr Goddard, Cllr Blake, Cllr Munro, Cllr Harris

- 63. Apologies for Absence were received:** Cllr Mortimer, Cllr Hall, Cllr Parker, Cllr Irving-Swift
- 64. Declaration of Personal and Prejudicial Interests** under the Council's Code of Conduct related to business on the agenda – None received.
- 65. Minutes of the Ordinary Meeting held on 8 Sept 2021.**  
Prop: Cllr Goddard, Sec: Cllr Blake. Unanimous.
- 66. Matters arising from the Minutes of the Meetings held on 8 Sept 2021**
- a. **(49) Speeding Traffic through Maidwell** – The Section 50 Highways License Amendment for the speed sign installations was signed by the Clerk with Chairman Cllr Calnan as witness at the meeting. Clerk received a confirmation that no additional fees are due to Highways for the amendment. Clerk will submit the signed form to Highways asap.
- The order was placed for the sign with Coeval. Clerk awaiting notice from Coeval for confirmation of installation date.
- b. **(49) Village Signs** – Email correspondence was received from Cllr Blake. The Northern village sign was reported via Street Doctor and West Northants Council confirmed an inspection and repair was due within 25 weeks. The Southern sign was also reported however West Northants Council do not consider to be in that poor condition to merit replacement yet.
- c. **(47a) Plant a Tree for the Jubilee**
- Cllr Munro met with Helen Howard, the Community Liaison Officer for Northants Highways, who confirmed that the proposed location on the large verge on the corner of the A508/Draughton Road for planting a tree would not be suitable – the largest concern being the impact of the visibility splay once the tree had grown. The tree would need to be set back from the road which would then encroach on the footpath and stone wall/hedge.
- The verge on the opposite side of A508 was looked at as a more viable option but would not be straightforward due to the location of the Western Power box and BT telephone exchange. If Councillors agreed with this location, then Northants Highways would provide a list of recommended options as permission would not be given to plant species with long roots etc.
- Cllr Munro had obtained a list of trees or varying sizes which would include a site survey and advice on the most appropriate tree for the location.

A short discussion was had among Councillors regarding other possible locations including private land. Cllr Munro to discuss with landowner on a possible location. The Churchyard was also suggested as an option and Cllr Goddard agreed to raise it with the PCC at the next meeting. Update due at the next meeting in January.

**67. Open Forum** – No one in attendance.

Cllr Harris gave an update to the Council.

The latest newsletter is now available and had been recently distributed via email to all Councils. The Clerk will forward to anyone on request.

**West Northamptonshire Strategic Plan – Spatial Options Consultation**

Cllr Harris urged all Councils to comment on the proposals either by completing the 35-question document found on the website or send comments via email. This can be done individually and/or as a Council.

The primary document identifies land for residential and commercial development. The two main areas of concern are the areas of land that borders East Farndon Parish and another North of Northampton near Buckton Fields. The main concern for the Parish would be the increase in volume of traffic along the A508. The deadline for comment is 6 December 2021.

The WNC Bus Improvement Plan had been submitted to the Government to ask for funding towards previous routes that had been lost. Maidwell is well served with bus routes due to its location on the A508, however more locally some villages have been completely cut off from any services at all.

**68. Councillor Vacancy**

After the resignation of Cllr Seed last month, the Parish Council is now able to consider co-option of an additional Councillor. Cllr Munro agreed to advertise on the local village WhatsApp group and the Clerk agreed to advertise via residents' distribution list. All Councillors were asked to advertise the position.

**69. Speeding Traffic through Maidwell – Update**

Cllr Munro sent an email to Coeval asking for an update on delivery and installation of new speed signs. Coeval replied and advised that there has been slight delay in the build of the signs due to the current workload at the factory however are scheduled to leave the factory around the 10<sup>th</sup> of November. Once they have arrived at the depot, an installation date will be organised with the engineer.

A decision will also be required on how/who manages the data collection from the sign. It requires someone with a Windows laptop and a process will need to be determined on how often the data will need to be captured and retained.

Cllr Harris provided an update on the Hatchings. After speaking with Helen Wood at Highways, the plans have been approved but are awaiting agreement on the capital budgets before they can be installed.

A further update will be provided at the meeting in January.

**70. Damaged Street Light**

Cllr Calnan updated the Council on the damaged streetlight on Draughton Road. It was assumed that the light had been hit by a vehicle however no one had come forward to admit to causing the damage. The streetlight was subsequently made safe by a contractor operating on behalf of the original installation company Zeta.

The sales order, received from Zeta Street Light for £1,123, was shared with Councillors at the meeting and all agreed to go ahead with the repair. The Clerk had contacted the insurance company and confirmed that the repair would be covered under the policy and the only payment due would be the excess of £250.

Approval of repair and claim via insurance – Unanimous. Prop. Cllr Blake, Sec. Cllr Munro  
Clerk to write to insurance company and ask Zeta to proceed with scheduling the repair.

#### **71. Street Light Policy (New)**

A new Street Light Policy was circulated to all Councillors for adoption. The policy can be viewed on the parish website.  
Prop. Cllr Munro, Sec. Cllr Goddard

#### **72. Street Light Maintenance Contract**

A short discussion was had about the possibility of obtaining a maintenance contract for the streetlights. This would not cover any damage. After consulting with another parish council and the current electricity provider Eon, it was decided that because the streetlights were only recently installed, they would be covered for any repairs under the manufacturers 10-year guarantee and that Councillors would continue to inspect the streetlights in both villages on a regular basis.

#### **73. Eon Unmetered Supply**

The Clerk received a letter from Eon on price increases for electricity from 1<sup>st</sup> Dec 2021. The Clerk agreed to obtain quotes for fixed price contract from Eon as well as some other providers and report to the Council via email and at the next meeting for a decision on whether to switch provider.

#### **74. Training Statement**

The document was circulated ahead of the meeting and approved. A copy will be uploaded to the parish website.  
Prop. Cllr Blake, Sec. Cllr Munro.

#### **75. Further Training including CiLCA Training**

An opportunity has arisen for the Clerk to attend a Certificate in Local Council Administration (CiLCA) course hosted by NCALC starting next March 2022 at a discounted rate as well as an opportunity to split 50/50 with Great Oxendon PC. The proposed cost would be £329. The council agreed to support the Clerk with the request and will budget accordingly.  
Prop. Cllr Munro, Sec. Cllr Blake

#### **76. Litter Picking**

Cllr Parker had obtained litter picking equipment from Norse on behalf of Maidwell with Draughton PC and these had been given to the local wombles group. A vote of thanks was given to Cllr Parker and to the village Wombles who have done a fantastic job of keeping the village tidy.

#### **77. Neighbourhood Plan**

Cllr Calnan to ask for an update and the return of the remaining funds still held from the project.  
Deferred to January meeting.

## **78. Northamptonshire Village Awards 2022**

Northamptonshire ACRE announced the annual Northamptonshire Village Awards were open after being put on hold for 2 years during the pandemic. Villages can enter from now until 31<sup>st</sup> January 2022. A short discussion was held between Councillors, and it was decided that there would likely be no appetite in the community to enter.

## **79. Operation London Bridge**

The document was circulated to all Councillors prior to the meeting and noted.

## **80. NCALC AGM**

Cllr Calnan recently attended the Northants CALC Annual Conference and AGM – ‘Unitary Northamptonshire – The First Six Months’ on 2<sup>nd</sup> October 2021.

The main points were the election of the President and an agreed increase of the 2022/23 membership fees of 2.1% in line with inflation. The guest speakers were Cllr Jonathan Nunn, Leader of West Northamptonshire Council and Cllr David Howes, Portfolio Holder for Rural Communities and Localism at North Northamptonshire Council who gave updates on the challenges of setting up the unitary councils.

A more detailed report can be found here <https://www.northantscalc.com/agm.html>

## **81. GDPR Policy**

All documents were circulated prior to the meeting for comment. Approved and re-adopted.

Prop. Cllr Munro, Sec. Cllr Goddard.

Clerk to upload all new documents to the parish website.

- a. Acceptance Notice of Data Protection Officer (DPO)
- b. Data Breach Policy (1)
- c. Data Protection Policy (1)
- d. Privacy Notice General v5
- e. Privacy Notice Staff/Councillors v5
- f. Record Retention Policy v4
- g. Subject Access Request Procedure (1)

## **82. New Bank Signatory**

Due to a Councillor resignation, a new bank signatory would be required. Cllr Goddard kindly agreed to become a bank signatory. Prop. Cllr Munro, Sec. Cllr Blake

## **83. Budget/Precept 2022/23**

A document was circulated ahead of meeting to all Councillors.

It was agreed that all discussions would be held via email and a village survey was proposed to canvas opinion on what the Parish Council should be spending their money on.

The Clerk will share the budget document on the parish website as it stands.

The precept must be resolved at the meeting in January as submission to West Northants is expected mid-January.

**84. Reports:**

- a. **Noted:** WND/2021/0560 2, Blueberry Close, Maidwell, NN6 9XL. Single storey side extension.77  
**Deadline Passed 7 October 2021.** Councillors informed via email, no comment received.

- b. West Northamptonshire Strategic Plan – Spatial Options Consultation

WNC is preparing a new Strategic Plan for the area which will review and replace strategic policies in the existing West Northamptonshire Joint Core Strategy and covers period up to 2050. This is the second stage in preparing the new plan and follows an issues consultation held in 2019. At this stage WNC are seeking views on a proposed vision, spatial objectives, housing and economic needs, and potential opens for development – **Consultation closes midnight Monday 6 December 2021**

It was proposed that the Council comments on the consultation via email over traffic concerns on the A508.

The Clerk will draft a letter and circulate to the Councillors for comment ahead of submission.  
Prop. Cllr Munro, Sec. Cllr Blake

- c. **Noted** - Northamptonshire Police, Fire and Crime Commissioner Plan – views submitted via survey by **Sunday 7<sup>th</sup> November 2021**. Survey can be found here: <https://www.northantspfcc.org.uk/police-fire-crime-plan-2021/>

**Finance:**

- 85.** Clerk produced the accounts to 30 September 2021 along with bank reconciliation, bank statement and spend v budget. Approved and signed. Prop: Cllr Goddard, Sec: Cllr Munro.

**86. Remaining Grant Expenditure for Neighbourhood Plan**

The remaining balance from the Neighbourhood plan stands at £202.81. Any unused grant money must be returned to its source. It was unsure to whether there were any outstanding payments that would need to be made. Cllr Calnan agreed to follow up and this item would be deferred to the next meeting.

**87. Resolution to approve payments**

- i. E-On – streetlighting electricity charge for Aug21 - £ 28.28
- ii. E-On – streetlighting electricity charge for Sep21 - £ 31.46
- iii. Parish Clerk – Oct/Nov 21 - £452.40
- iv. Parish Clerk – Expenses - £17.66
- v. A Henson – Blades Grass Cutting Nov21 – Inv 59 - £135.48
- vi. And any other invoices received prior to the meeting

E-On – streetlight electricity charge for Oct21 - £ 32.51  
Zeta Street Light – Sales order - £ 1123.92

- b. Resolution to approve payments made since last meeting - None

All invoices above were signed and approved. Prop. Cllr Munro, Sec. Cllr Blake

- 88. **Correspondence** – Correspondence from resident regarding litter picking, village signs and WNC Strategic Plan discussed in previous items above.
- 89. **Date and Time of Next Meeting** – The next meeting will be held on Wednesday 12<sup>th</sup> January 2022 at 7.30pm at Loder Hall, Maidwell
- 90. The meeting was closed at 8:54pm.



Mrs Sarah Smith, Parish Clerk  
Maidwell & Draughton Parish Council

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Website: <https://www.maidwellwithdraughton.co.uk/>

Date & Signature of Chairman:

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12.11.21