**RUSHDEN AND WALLINGTON PARISH COUNCIL**

**Meeting Minutes and Action Points**

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| **Date / Time:** | Wednesday 27th January 2021, 8.00pm |
| **Location:** | Held remotely, via Zoom |
| **Councillors Present:** | Steve Pettyfer (Chair), Linda Hill, Roger Greenwood, Kate Heath, Graham Lamb |
| **In attendance:** | Mark Hopley (Clerk), Michelle Hopley (Clerk), Steve Jarvis (District and County Councillor)(from 8.20pm) and 4 members of the public |

| **Item** | **Description** | **Status / Action** |
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| 21/001 | **To receive and accept apologies for absence – No absences.** |  |
| 21/002 | **Declarations of Interest and dispensations:**   1. To receive declaration of interest from councillors on items on the agenda – None received 2. To receive written requests for dispensations for declarable interests – None received 3. To grant any requests for dispensation as appropriate – None received |  |
| 21/003 | **To confirm the Minutes of Rushden and Wallington Parish Council Meeting held on Thursday 17th September 2020 and the Extraordinary Meeting held on 3rd November 2020.**  *Carried unanimously* as a true and accurate record of the proceedings and to be duly signed by the Chair. | SP |
| 21/004 | **Report from the District and County Councillor**  Local Plan - Hearings were held in November 2020. More hearings to be held next week. Then awaiting Inspector’s decision expected in Summer / Autumn of 2021.  A507 - SJ provided an update on the issue of HGVs on the A507. Matter still being discussed.  Flooding - SJ provided an update on the drainage issues generally and ground water issues at Southern Green, Rushden and the ownership of the pond. The Highways agency who manage flood risks have agreed that Southern Green can be added to their list as an area to be addressed.  Fibre Broadband Mill End – SJ is awaiting an update from BT regarding status of installing fibre broadband to Mill End, Rushden and Southern Green. Members of the public made statements about the failings of BT to install Fibre Broadband to their properties.  JCB pothole machine – Member of the public asked whether the council where aware that there was a JCB machine able to fill potholes. SJ stated that previous investigations concluded that pothole machines took longer and cost more than other used methods, but he would reinvestigate. | Ongoing  Ongoing  Ongoing  SJ  SJ |
| 21/005 | **Website Compliance**  SP has received 2no. quotations for the creation of a dedicated Rushden and Wallington Parish Council website that is compliant with Accessibility code WCAG 2-1AA, which is now mandatory for local authority and parish council websites (functionality for those with disabilities to have either audio description / sub-titles options).  Webcreation quotation - one off £450 set up fee + VAT including 1 year hosting, including training (with a 3 to 4 week lead time). We would need somebody to manage the website content.  Aubergine262.com quotation - one off £800 set up fee + VAT + £199 for hosting.  After discussions, including comments about a recent cyberattack on Webcreation’s website, it was *agreed* unanimously to appoint Web Creations to undertake the work.  Costs have been allocated in this financial year for this work to be undertaken; funding to be expended before the end of March otherwise it will be lost. | Ongoing  SP |
| 21/006 | **Wallington Neighbourhood Plan Update**  KH reported on progress: Specialist support packages have been applied for and have received 2no. drafts reports - Design Codes which looks at the style of buildings and Housing Needs Assessment.  Design Code Report by AECOM - GL confirmed that the report will be returned with comments on 28/1/21. Report will not be finalised as up to date photographs are needed. Currently photographs are from Google Streetview and a volunteer is awaiting instruction to proceed so that up-to-date photographs can be incorporated into the report(s).  Housing Needs Assessment Report – has just been issued to the Working Group for comments.  Working Group - the project has gathered good momentum following public meeting in October with new members joining the working group. Currently preparing a residents’ survey, to be distributed and collected in Covid safe manner. First consultation period could be around April 2021. | Ongoing |
| 21/007 | **Rushden Manor Trust – Trustee Update**  SP reported that there has been 1no. formal communication / expression of interest for the position of trustee following the announcement in the November Gazette. The person interested had raised some questions which have had a formal response on 26/1/21.  The Parish Council and Trustees have had a meeting to discuss the way forward. SP has readvertised the position in the virtual Gazette, to be published in February. The Rushden website has been updated today (27/1/21) with all of the latest Trust information and responses to said questions raised.  A Trustee noted that initially there had been a mix of reactions but that more recently there was overwhelming support for the work undertaken to manage and tidy up the Green. It has already been re-seeded and the Hedgerows are due to be planted in February. | Ongoing |
| 21/008 | **Southern Green Pond**  LH asked SJ if any funds could be made available from the District Council for drainage works to Southern Green Pond (unblocking and replacing where necessary the existing old pipe which runs under the Green from the pond). LH agreed to investigate the cost so SJ can investigate if funding can be obtained. | LH |
| 21/009 | **Rushden Bus Shelter (and Windmill House Fence Railings)**  SP reported that IR will assist him in repairing the bus shelter. Cost of some plywood, shingles, battens.  Windmill House fence, which is used for village signs/notices, requires mending.  SP to contact owners to Windmill House;  LH agreed to contact Lawrie Alderman to ask him to remove the Moon & Stars Thai food sign RG offered to undertake the fence repair. | SP  SP  LH  RG |
| 21/010 | **Sandonbury Rewilding**  SP provided an update following communications with Kate Redfern of Sandonbury in relation to documents received from Lindsay Jones, representing a number of villagers.  Approval of the proposal, with local tree protection and cattle fencing, is awaited from the national body for rewilding in sometime in January / February 2021. | Ongoing |
| 21/011 | **Parish Council land in Wallington**  KH reported that since the last meeting a Tree Report was conducted and recommended the removal of a 3no. trees; works cost of £950. Prior year Wallington underspends should cover this cost.  KH emphasised that there are still a number of parcels of land around Wallington that are unregistered (Well Pond area and Parsons/Carters Pond (the pond near the Church)) and although the Parish Council has recently taken on responsibility where urgent action was required, it is not, and should not be, the Parish Council’s role to be responsible for unregistered land in the village. The Parish should encourage residents to form other bodies to manage these other parcels of land, as they will have better access to different funding not available to the Parish Council. |  |
| 21/012 | **Wallington Drainage**  GL reported that there is still a problem with the drainage (significantly more surface water), principally from the top of The Street by the pond to the junction with Kits Lane. Drains in Kits Lane itself are blocked and overflowing. Causing a road hazard including a recent accident in which a car skidded and took a fence down and severely damaged a cement hydrant on the junction of The Street and Kits Lane.  KH reported that the temporary plastic barriers to the drainage ditch at the bottom of The Street are a hazard, as they fall over into the road / ditch regularly. Permanent solution required. SJ agreed to follow up on these matters with the council. | SJ |
| 21/013 | **Planning**  R&WPC has raised submitted representations for a couple of applications.  Old Chicken Farm, Redhill - R&WPC were not an official consultee but we raised concerns, specifically regarding access conditions. SJ reported the passing of Richard Tiffin, the NHDC planner officer who was assigned to the planning application at the Old Chicken Farm, Redhill. The decision on this application could be delayed as a consequence.  Agricultural Building, on land north of Drapers Farm House - MH reported that the application has been decided.  SP asked SJ to pass on R&WPC’s condolences to the rest of the planning team at NHDC on the sudden passing of Richard Tiffin. | SJ |
| 21/014 | **Finance**  Clerk (Mark Hopley) presented Financial Reports;   1. Summary of Accounts for Year-to-date (YTD) 2020-21 showing there remained a surplus of £1,226.50 for the remainder of the year to the 31st March 2021. Known costs yet to be accounted for included £300 for the Rushden Manor Trust Insurance which means that there remains a healthy surplus to cover unexpected costs to the financial year end. 2. Year-on-Year Comparison for each village 3. Cash Book 2020-21 showing a current c/f balance of £14,912.69 as at bank statement date of 21/12/2019. Each village has a reserve of £1,500 held in the savings account. 4. Budget for 2021-22. Identifying a static precept demand of £4,515 for 2021-22.   KH clarified that Wallington Neighbour Plan funds will need to be repaid if not spent at the end of the financial year and we would need to reapply for more funds for the next year.  Planning consultant fees are expected to be invoiced this financial year.  Note that the Budget for 2021/2022 has been updated to take into account minor updates since being presented in September 2020. Agreed unanimously that precept applied for will be £4,515 for 2021/2022.  Precept demand for £4,515 is to be submitted by 28/1/2021. | KH  MH |
| 21/015 | **Set Dates for 2021/2022 Parish Council Meetings**  13th April 2021 Rushden Parish Assembly  14th April 2021 Wallington Parish Assembly  20th May 2021 R&W Council Meeting & AGM  15th September 2021 R&W Council Meeting  26th January 2022 R&W Council Meeting  12th April 2022 Rushden Parish Assembly  13th April 2022 Wallington Parish Assembly  18th May 2022 R&W Council Meeting & AGM |  |
| 21/016 | **Confirm date of next meeting and any items to be included on that agenda**  13th April 2021 Rushden Parish Assembly  14th April 2021 Wallington Parish Assembly  20th May 2021 R&W Council Meeting & AGM  All assumed to be by Zoom. |  |