

**MINUTES OF THE MEETING OF MORETON PINKNEY PARISH COUNCIL
held on Wednesday 15th January 2020 at 7.30pm in the Village Hall**

Present:	James Smith (JS)	Chairman	
	Ben Vincent (BV)	Vice Chair	
	Andrew Jalland (AJ)	Councillor	
	Dorothy Brooke (DB)	Councillor	
	Brian Collett (BC)	Councillor	
	Claire Poulton (CP)	Councillor	
	Peter Gaydon (PG)	Councillor	
	Gary Denby (GD)	Parish Clerk	
Public:	Colonel Tim Eastwood	Alison Eastwood (AE)	Barbara Keane

Welcome and any announcements from the Chair

JS welcomed Councillors and the public to this first meeting of the New Year.

1. Apologies accepted – None.

2. Receive minutes of Parish Council meeting held on 27th November 2019

The meeting minutes were approved as an accurate record, proposed by BV, seconded by DC, agreed by those present and signed by the Chairman.

3. Public time

AE provided some background regarding the boundary for our Unitary area (from Washington ward to Silverstone division), to be represented by three councillors elected in May 2020. It was thought useful that the second Parish Council newsletter (before May) should include some explanation of the Unitary changes **CP**.

4. Councillor declarations of interest for the following agenda items - None

5. Matters Arising

5.1 Ref 5.2: Review of policies, procedures and practices into an encompassing Policies document – carried forwards, along with 8.5 unused Clerk hours from 2019 **GD**.

5.2 Ref 5.3: Update of Parish Council's Communications & Engagement strategy:

- The Parish Council approved the draft of the first newsletter (to be distributed with the February Calendar) **CP**.
- GD and CP will meet during February, to consider how the meeting agendas might be made 'more accessible' **CP GD**.

- A small noticeboard dedicated to Parish Council use could be mounted on the side of the bus shelter. **GD** will seek prices for the February meeting.
- 5.3 The Clerk has yet to contact the Garden Club Chair (Hilary Foxton), so they may consider what is best to do with regards their sponsored bench, come the return of dry weather **GD**.
- 5.4 Ref 5.5: The Clerk has spoken with Leonard Baxter: his local contact has no interest in the stump grinding. Therefore the task is returned to the Clerk to find a willing (local?) contractor **GD**.
- 5.5 Ref 5.8: The Clerk has received the preferred Quotation from **Roadseal Surfacing in Buckingham (MK18) for £1,400** to to supply and lay tar and aggregate; to dig out 1m x 32m and repair surface of the pathway from the road the the church gate; also to lay hot tar and gold chippings to the bottom car park space. BC asked whether there should also be another quote? AJ proposed and BC seconded that the Parish Council accept this request for a grant to enhance the public access to the church, though the ground ownership is unclear; that the Parish Council will grant **£700 of CIL** funding towards this, to be raised as a finance item in the Feb meeting. Approved by all present **GD**.
- 5.6 Ref 5.9: A letter dated 15th Jan 2020 has been received from the Moreton Pinkney Village Hall Management Committee (includes BC & DB), requesting an 85% grant towards hall improvements. Attached were two quotations: Andrew Price from Brackley NN13 for £5,450 and Anthony Lewis more locally in Woodford Halse NN11 for £3,789.67. This was approved in principle at the November 1919 meeting (section 5.9). It was agreed to take this forward for a grant payment of £3,221.22 from CIL monies at the February meeting **GD**. Proposed by AJ, seconded by BV, all others in agreement (BC & DB excluded).
- 5.7 BV has previously organised competing in the Village of the Year competition. He is too busy to do so again. Sadly, **AE** is also too busy this year, but will follow-up to see if there are any interested villagers.

6. Correspondence

- 6.1 2 Dec: Register of electors has been received indicating a headcount of 167 households with 345 electors.
- 6.2 2 Dec: Police & Crime Commissioner Priorities: Theft from vehicles; Drug supply
- 6.3 2 Dec: N-CALC eUpdate Nov-Dec 19: NCC draft budget and N-CALC AGM
- 6.4 5 Dec: A local foodbank notice
- 6.5 9 Dec: 3 arrested in Special Day of Action (reduction of outstanding warrants) – activities by local Special Constables, having an effect.
- 6.6 9 Dec: N-CALC eUpdate: **MPPC Section 137 limit** is $167 * £8.32 = £1,389$. These monies must come from an established budget, for items not within other legal categories for expenditure. Usually only encompasses the British Legion wreath grant.
- 6.7 11 Dec: A blindingly obvious Christmas fire safety notice!
- 6.8 11 Dec: Police publicise locally identified priorities in South Northants

- 6.9 18 Dec: A first conviction using dash cam footage!
- 6.10 30 Dec: SNC consultation on a Local Development Order (shorten the planning process)
- 6.11 30 Dec: N-CALC mini eUpdate: official Section 137 notification
- 6.12 30 Dec: N-CALC mini eUpdate: elections past and future (May 2020)
- 6.13 30 Dec: Advance notice of a new Community Hospital in Brackley (opening 2020)
- 6.14 30 Dec: Rural Bulletin: rural bus usage outside of London (nil)
- 6.15 6 Jan: District Councillor Peter Davis farewell and best wishes email.
- 6.16 6 Jan: Council meeting dates distributed for 2020. The improvements to the village hall mean that the planned April meeting date of 8th April will not now be available, slated for the **Annual Parish Meeting**. Councillors agreed that this meeting should be put back by two weeks to **Wednesday 22nd April** (the other side of Easter Sunday on 12th April). Thus there will be an 8 week gap from the 26th February meeting, with the Annual general meeting on 27th May being 5 weeks later. The Clerk will re-issue the meeting dates to Councillors **GD**.
- 6.17 A second draft budget was distributed for Councillors' consideration.

7. N-CALC request that council considers the May 2020 elections

- 7.1 With local restructuring (cessation of district and county councils) and the May 2020 Unitary elections, there are likely to be significant changes to the responsibilities of Parish Councils and their budgetary requirements. As the prime support and training arm for the Parish Council, N-CALC are therefore recommending the precipitation of full Parish Council elections in May 2020 (whilst at no cost to the electorate). The new Parish Councils will have a democratic mandate to make difficult decisions, rather than being considered as a shoe-in via the usual co-option process (the same old faces).

This requires that there be more election candidates than posts, which requires the active support of the current councillors. Given his maturity and limited computer skills, BC has been considering standing down from the Parish Council this year, which would require all other councillors be willing to stand again, PLUS TWO or more additional names. Councillors considered this to be quite an ask, from an eligible population of only 345 electors. BC is reconsidering his decision.

Councillors considered it unfair to encourage additional villager(s) to stand for election, when in all likelihood they or an existing valued member will have to forgo their place on the parish council... Nonetheless, they agreed to promote the May 2020 Parish Council elections within the village and encourage villagers to stand for election **ALL**.

8. Planning (latest items available at snc.planning-register.co.uk)

- 8.1 S/2019/2353/FUL: Single story extension at front and side of Moreton Pinkney Station. Councillors recorded as having No Objection. Site visit completed.
- 8.2 S/2019/2174/MAF: Change of use from agricultural to social, recreational for 2 storage containers and a portaloos at north end of Weston Road (part retrospective). No objection recorded 13 Nov. Ongoing.

9. Finance and Accounts

- 9.1 The Parish Council payments and receipts for 3rd quarter to 31 December 2019 were reviewed and reconciled with the bank statements by BC.
- 9.2 Invoice for verge mowing grant from KierWSP for 2019 has been prepared by the Clerk; the Chair signed-off of a repeat grant request for 2020, value £250.84 pa, now included within the 2020-21 budget (Appendix A).
- 9.3 Councillors agreed to pay Swarco and Highways invoices for the 2nd Vehicle Activated Sign (VAS2), ahead of equipment installation, so that the approved grant may be applied for in March 2020 (preferably before). Cheques signed below for forwarding **GD**.

The VAS2 costs include on-site training for use of the new equipment, which is configured for the different location speeds through use of a linked (Windows) PC. AJ is unwilling to undertake this training (though continuing to support and re-charge VAS1, even with a difficult ankle). Thus the village fundraising team must be approached to find suitable support person(s) for training (at the end of February, as required by Swarco) **GD**.

- 9.4 **2nd DRAFT Parish Council budget for 2020-21** and associated Precept request were considered (see Appendix A). This has only 9 mowings as invoiced for 2019, the Clerk's CiLCA training, an additional £50 for a 'quarterly' village newsletter and two-only email addresses for the Clerk and Chair, within the new parish Council web site setup. It is a balanced budget, adding about £3.30 to each of 167 households' rates with its Precept demand of £8,400 for 2020-21 (up 7%).

However, as reported to Councillors by the Council's Responsible Financial Officer (GD), this balanced budget is not likely to cover the additional demands upon the Council's reserves. Reserves are required, amongst other things, for the planned replacement of electrical items such as street lamps, defibrillators, benches and VAS signs.

To reduce the reserves shortfall by £1,000 would require an additional £5 per household (spread over a year) added to the Precept (£1,000 / 200 approx). After serious discussions, the majority of Councillors agreed a compromise of adding £5 per household to the **2020-21 Precept, to £8,700 (up 11%) GD**.

- 9.5 Councillors' consideration and approval for payment, the items listed below:-

Description / Power	Amount	VAT	Total
Grant towards churchyard mowing around the cenotaph	£100.00		£100.00
SWARCO invoice for VAS-2 inc with spare battery, on-site training and delivery with 12 months warranty	£3,575.01	£715	£4,290.01
Northamptonshire Highways ordering of verge post installations, one for VAS-1 and one for VAS-2	£651.40	£130.28	£781.68
Quarterly payment for Village calendar in advance Jan-Mar 2020 to Stephanie Fountain (receipts required)	£40.00		£40.00

E.ON street light maintenance for quarter ending 31 December 2019	£47.88	£9.58	£57.46
Grant towards British Legion wreath (Section 137)	£20.00		£20.00
Gary Denby Clerk gross remuneration and expenses 27 November to 15 January 2020 (7 weeks) including home office expenses.	£274.89 £42.00		£316.89
Opus Street Lighting, electricity supply to 23 Nov (DD)	£46.42	£2.06	£48.48
Opus Street Lighting, electricity supply to 24 Dec (DD)	£49.76	£2.22	£51.98

10. Councillors' Comments

- 10.1 AJ prompted for the Clerk to inquire how we change the detected speed setting between 30mph and 40mph for VAS1 (probably in its downloaded manual) **GD**. However, it may be simpler to keep VAS1 to the 30mph areas?
- 10.2 There appears to be problems with the bridge behind the Grafton Hunt premises on AV21:- forward to our Footpath Warden Judy Bryant **GD**.
- 10.3 BV offered his apologies for the February meeting due to other commitments.

11. Date of next meeting: **Wednesday 26th February 2020.**

Meeting closed at 9.30 pm.

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Chairman

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Date

APPENDIX A: 2nd DRAFT budget 2020-21 against expenditure to Dec 30th

Moreton Pinkney Parish Council

DRAFT 2 Budget for 2020-21 with audited for 2017-19, budget with actuals for Q1-3 to Dec 2019

Expenditure Item		Expenditure 2017-18	Expenditure 2018-19	Budget 2019-20	Expenditure 2019-20 To Dec 30	DRAFT Budget 2020-21
1	Grass Mowing S96	£2,160.00	£2,160.00	£3,500	£3,150.00	£3,150
2	Tree Maintenance	-	-	£300	-	£300
3	Subscription NCALC	£258.39	£257.12	£270	£265.39	£280
4a	Electricity supply un-metered	£473.30	£531.84	£490	£444.34	£520
4b	Street light maintenance	£258.00	£258.00	£260	£143.64	£260
5	Parish Council Insurance	£322.63	£307.46	£350	£323.17	£350
6	Clerk / Expenses / Training	£2,175.93	£2,396.41	£2,430	£1,658.26	£3,150
7	Auditing					
7a	Internal – N-CALC	£167.00	£172.00	£176	£176.00	£180
7b	External - BDO	£36.00	-	-	-	-
7c	N-CALC acting as DPO			£10	£10.00	£10
8	Village Hall rental	£90.00	£80.00	£100	-	£100
9	Grants (upon request) towards:					
9a	Church mowing – S215 LGA 72	£200.00	£100.00	£100	-	£100
9b	Play Eqpt Ins contribution– S19	£300.00	£320.00	£330	-	£330
10	Village Newsletter– Sec 137	£163.60	£101.40	£160	£96.50	£200
11	Village web site & maintenance – S142 Gov't Info	£140.00	£140.00	£160	£142.00	£360
12	Remembrance Wreath – Sec 137	£20.00	£20.00	£25	-	£20
13	Miscellaneous contingency	£50.00	£200.91	£250		£50
14	Community Defibrillator / VAS	£1,423.20	£4,323.26	-	£120.75	£150
15	Steel benches (NHB grant 04/19)		£1,885.80	-	-	-
16	Building-up reserves for Unitary					-
TOTAL EXPENDITURE (inc VAT):		£8,238.05	£13,254.20	£8,911	£6,530.05	£9,510
20	Precept request	£6,900.00	£7,450.00	£7,850	£7,850.00	£8,400
21	Bank Interest + NS&J interest	£11.20	£38.06	£10	£25.86	£10
22	Community Infrastructure Levy	-	£11,538.27	-	-	-
23	New Homes Bonus grants, extra	£1,186.00	£3,648.00	-	£1,549.00	-
24	Donations / awards	£501.68	£250.84	£250	£1,000.00	£250
25	VAT refund:	£502.67	£701.11	£1,100	£1,468.02	£850
TOTAL INCOME		£9,101.55	£23,626.28	£9,210	£11,892.88	£9,510
Excess income over expenditure		£863.50	£719.61	£299	£5,362.83	£0

Excl 15) NHB benches and 22) CIL

**Moreton Pinkney Parish Council Summary of Predicted Expenditures,
as agreed for 2020-21 budgeting**

The village Precept (collected via your rates) is based on the following figures.
The predicted expenditure will be covered by the Precept plus reserves plus VAT reclaim.

Expenditure Item		Budget	Explanation
1	Grass Mowing	£3,150	RTM Landscapes based in Loughton, Milton Keynes (23 miles away), year 2 of a 3 year contract: 3/4/5a/5b/6/7/8/9/10 + misc verges twice yearly. Allows one extra mow in the year if required (very wet and warm).
2	Tree Maintenance	£300	Trees on recognised green spaces
3	Subscription N-CALC	£280	A useful subscription, locally supporting small Parish Councils.
4a	Opus Energy supply for street lighting	£520	Unmetered Opus electricity on fixed 4 year contract to 31 March 2023.
4b	E.On street light maintenance	£260	Lamp maintenance is still through E.On, who installed the lamps prior to 2105.
5	Parish Council Insurance	£350	Village assets and public liability. Under Long Term Agreement to 30 May 1921 through Norris & Fisher, underwritten by Ageas.
6	Clerk / Expenses	£2,150 £500 £423 £77	3.5 hrs / week with auto annual increment to LC1+ SCP point 13 at £11.79 per hour (inc est 3% increase = £2,150) plus contribution towards use of home office facilities £6 pw (£312), stationery and postage and extra mileage (£188). A 50% cost of CiLCA course for Clerk= £423. Councillors = £77
7	Internal & External Audit	£190	N-CALC fee for internal audit band 2 from £172 to £176, zero external audit so long as council complies with 'openness'. N-CALC acts as our Data Protection Officer for a nominal £10 pa.
8	Hall rental	£100	Approximately nine meetings per year, discounted to £10 a time
9	Grants (on request) towards:		
9a	Churchyard mowing	£100	Assisting with a public amenity (war memorial)
9b	Play Eqpt Ins contribution	£330	Assisting with a public amenity. Allow for a 3% increase.
10	Village Newsletter- Sec 137	£200	£40 quarterly copying, paid in advance, plus £10 quarterly for an additional newsletter page on its reverse side.
11a	Village web site hosting, development and maintenance	£250	Maintenance of new 'accessible' web site (cloud-based). Fee for web site registration with ICO Two council-controlled emails for Chair and Clerk
11b		£40	
11c		£70	
12	Remembrance Wreath	£25	Increased at request of councillors November 2018
13	Miscellaneous contingency	£250	Contingency for everyday operating costs.
14	VAS extended warranty	£150	Annual extension to 1 st Vehicle Activated Sign warranty
TOTAL BUDGET:		£9,715	

Precept to be requested: £8,400 A 7% rise over 2019-20 (up around £3.30 per 167 households)

Audited CIL reserve funds 1/4/19	£11,538	Community Infrastructure projects, not daily running expenses
Audited cash assets 1/4/19	£4,535	Barclays + NS&I accounts, per audit to 31/3/19 (down by £536)
Budgeted assets increase 2019-20	£299	
Estimated underspend 2019-20	£900	Unused mowing, extra VAT reclaim, unclaimed grant & expenses
Estimated net Assets 31/3/20	£5,734	Awaiting audit, for allocation to 'savings pots', 68% of precept

Allocation of Moreton Pinkney cash reserves 2020-21

Est. Cash reserves at 31/3/20 **£5,734**

	<u>Incremented Current year</u>	<u>Replace after Year</u>	<u>Units owned</u>	<u>Unit cost 2016</u>	<u>Revised Allocation</u>	<u>This year increase</u>
Estimate, in case of an election call with costs not covered by local elections					£2,000	-
Planned street pole & light renewal	6 /	25 *	14 *	£1,200 =	£4,032	£672
Planned noticeboard replacement	8 /	10 *	1 *	£1,000 =	£800	£100
Anticipated bus shelter repairs	13 /	25 *	1 *	£3,000 =	£1,560	£120
Village benches (wooden)	13 /	20 *	4 *	£600 =	£1,560	-£960
Village benches (steel)	1 /	25 *	2	£786 =	£63	£63
Community Defibrillator	2 /	5 *	1 *	£1,000 =	£400	£200
Vehicle Activated Speed Sign (2018)	0 /	5 *	1 *	£3,400 =	£0	-
Unexpected contingency pot, 10% of available cash assets					£573	-£63
Total reserves allocations					£10,988	£132
Shortfall / surplus of cash reserves						-£5,254

(-£4,224 for 2019-20 budget, thus an increased shortfall)

10/07/18	CIL RECEIVED, ref Rye Hill Barn	£11,538.27
16/10/19	11.4: New bench, concrete plynth	-£200.00
27/11/19	Extra posts & brackets for 1 st & 2 nd VAS	-£400.00
15/01/20	5.5: 50% grant toward church path improvement	-£700.00
15/01/20	5.6: 85% grant to village hall for renovation & improvements	-£3,221.22
15/01/20	REMAINING, UNALLOCATED CIL (as planned)	£7,017.05