

# Syresham Parish Council

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**Parish Clerk**  
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## MINUTES

Meeting of Syresham Parish Council held remotely via Zoom video conferencing  
on Wednesday 30<sup>th</sup> September 2020 at 7.30pm

**Present:**

Cllr D Dunkley (Chairman of the Council)  
Cllr J Haycock  
Mrs S Hosking (Clerk to the Council)

Cllr I Draper  
Cllr H MacIver

Cllr D Green  
Cllr C Munsey

Cllr Paul Wiltshire (Astwell Ward)  
2 members of the public present

1. Receive and approve apologies for absence.

Apologies received from Cllr D Cranwell

**RESOLVED:** That the above Councillor's absence be approved.

Proposed..... Cllr I Draper

Seconded..... Cllr H MacIver

2. Notice of Councillor resignation – Councillor Mervyn Williams has notified the Chairman that he wishes to resign from the Parish Council. The SNC Elections Team have been notified and a Causal Vacancy Notice has been displayed. Residents have until the 20<sup>th</sup> October to call an election, however due to COVID-19 Election Regulations an election would not be able to take place until 6 May 2021. If no election is called by 20<sup>th</sup> October the Parish Council can co-opt. The Chairman will write to Cllr Williams to thank him for his work on the council.

3. Receive and approve for signature the minutes of the previous Parish Council meeting held on 26<sup>th</sup> August 2020.

**RESOLVED:** That after amendment of Magdalen Place to Close, the minutes for the Parish Council meeting held on 26<sup>th</sup> August 2020 be signed by the Chairman as a true record of the meeting.

Proposed..... Cllr J Haycock

Seconded.....Cllr C Munsey

4. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.  
Item 26 - Cllr D Green, Non-pecuniary interest  
Item 7 - Cllr Paul Wiltshire, Non-pecuniary interest, previous involvement and knowledge of the people involved.
5. Public Participation session.  
Planning applicant is happy to answer questions Councillors may have regarding the planning application being discussed under item 7.

6. Quarterly Planning Update.

Planning Ref	Address	Description	PC Decision	Planning Decision	Date Decided
S/2020/0552/LBC	Old Park Farmhouse Old Park Farm Astwell Road Syresham NN13 5PT	(Listed Buildings and Conservation Areas). Proposal: Addition of a roof light; new WC in utility space; removal of a stud wall, removal of internal porch; replacement of kitchen doors (one internal, one external) with draught-proof doors; opening between kitchen and dining room widened; kitchen and dining floor to be insulated; flat ceiling in kitchen removed.	No objections	Approved	02/07/2020
S/2020/0576/NA	Land West of Dadford Road, Zone K, Silverstone Park, Silverstone Rd, Biddlesden.	Neighbouring Authority Consultation for reserved matters pursuant to outline permission 19/00817/AOP for layout, scale, external appearance, the access, and the landscaping of the site	INFORMATION ONLY	No objections	20/05/2020
S/2020/0887/FUL	Staplegate Farm Welsh Lane Syresham NN13 5TW	Extensions to dwelling house, external works and a new pool house	No objections, comments	Approved	14/08/2020
S/2020/1029/FUL	Royal Air Force Raf Croughton Road Croughton NN13 5NQ	Construction of two radomes, antennas and associated security system components including lighting.	No objections	Site Visit Complete	
S/2020/1208/LBC	The Tythe Barn 8 Church End Syresham NN13 5HU	Listed building consent for proposed garage and house loft conversions.	No objections	Approved	24/08/2020
S/2020/1150/MAR	Silverstone Circuit Dadford Road Silverstone	Variation to Condition 1 (plans ) S/2019/1154/MAR Approval of reserved matters for the development of the drivers residences and club house (Pursuant to S/2017/1444/EIA	No objections	Consults Despatched	
S/2020/1350/FUL	Fridays Barn Welsh Lane Syresham NN13 5TW	Extension of existing unit to form residential garage and store.	No objections	Consults Despatched	

7. Planning Applications:

S/2020/1506/FUL Proposal: Removal of existing ancillary summer house and erection of ancillary living accommodation. Location: Red House Farm High Cross Syresham NN13 5TJ. *Deadline 5 October 2020*

**RESOLVED:** That the Parish Council have no objections and no comments.

Proposed..... Cllr I Draper  
All in favour

Seconded.....Cllr J Haycock

8. Matters arising.

- a) New streetlight and give way sign - These have now been installed.
- b) Carriageway resurfacing - Almost complete, line painting/kerbing/gullies left to finish. Cllr Draper to meet Mr Pothole for photographs a.m. Saturday 3<sup>rd</sup> October.
- c) Swingfield maintenance, new bin and new slide - The new slide is being moved today, but the tree will still need to be pruned regularly. Thank you to Cllr Green for installing the new bin, Sovereign Play are inspecting playhouse ladder (under warranty) coming next week.
- d) Neighbourhood Watch signs – These have been delivered. Cllr Green volunteered to erect them at village entrances. Existing sign in Pimlico needs to be lowered and cleaned and Crowfield sign also needs to be cleaned, Cllr Draper will assist.
- e) Active Travel Route letters and Parishes Together meeting - Letters have been sent.
- f) Pocket Park benches delivery – Benches have been delivered and stored in Syresham until they can be installed in the Pocket Park, probably after winter. Tarpaulin is required to cover pallets, Cllr Green to liaise with Clerk re price and purchase from Linnells.

**RESOLVED:** That the Parish Council will purchase a tarpaulin.

Proposed.....Cllr C Munsey

Seconded.....Cllr J Haycock

- g) Lime Trees and Swingfield Arboricultural work update – Clerk has chased contractor to carry out the approved work. Contractor has been delayed for several reasons but is aiming to start in 3 weeks.

**RESOLVED:** That the Parish Council will obtain quotes for this work from other contractors and will select an alternative contractor if the work is still not done when promised.

Proposed..... Cllr H MacIver

Seconded.....Cllr C Munsey

9. Payments

- i) Approval of accounts for payment:

Payee	Amount	VAT	Cheque No	Power
Salaries (Aug month 6) incl. office costs	£753.32	£0	101590	LGA 1972 s112 (2)
Reimb Clerk PAYE employer NICs (month 5)	£2.94	£0	101591	LGA 1972 s112 (2)
Earth Anchors Pocket Park bench delivery	£285.60	£47.60	101592	Open Spaces act 1906 ss9,10
Eon Quarterly maintenance charges	£168.61	£28.10	101593	Parish Councils Act 1957 s3
Eon new streetlight and give way sign	£8,335.20	£1,389.20	101594	Parish Councils Act 1957 s3
Aspli 2 x Throwline rescue bag and housing unit	£155.78	£25.96	Debit Card	Open Spaces act 1906 ss9,10
Zoom Professional License	£14.39	£0	Debit Card	LGA 1972 s111 (1)
The RBL Poppy Shop Remembrance Wreath	£22.98	£3.83	Debit Card	S137
<b>Total Spend</b>	<b>£9,715.84</b>			

Receipts since 26/08/2020:

Bank interest	£6.17
SNC Precept	£18,750.00
<b>Total Receipts</b>	<b>£18,756.17</b>

**RESOLVED:** That the above accounts be paid.

Proposed..... Cllr I Draper

Seconded.....Cllr C Munsey

- ii) Bank Balances for approval. Community: £14,726.53  
Business: £35,359.76  
Total: £50,086.29

**RESOLVED:** That the above accounts are accepted as a true record.

Proposed..... Cllr J Haycock

Seconded.....Cllr H MacIver

10. Correspondence.

- a) Request from resident to review Tree Preservation Orders in Syresham.

**RESOLVED:** That the Parish Council does not feel it can request a TPO following the SNC Tree Officer's guidance. The Clerk will send the resident information from the SNC Tree Officer and the Parish Council will review TPOs on trees when the Village Design Statement is next updated.

Proposed..... Cllr C Munsey

Seconded.....Cllr I Draper

- b) Request from St James' Church Warden for assistance with preparing ground and additional mowing of cemetery extension.

**RESOLVED:** That the Parish Council will ask the mowing contractor for a quote to mow the cemetery extension and discuss further at the next Parish Council meeting.

Proposed..... Cllr C Munsey

Seconded.....Cllr J Haycock

- c) Request from resident for the verge on Wappenham Road, opposite the Swingfield to be maintained.

**RESOLVED:** That, as above, the Parish Council will ask the mowing contractor for a quote to mow this verge and discuss further at the next Parish Council meeting.

- d) Reply from resident regarding Chestnut Tree at junction of Main Road and High Street.

**RESOLVED:** That the Parish Council will write to the resident to explain that there is no issue with regard to care for the majority of trees on the property, just the Chestnut tree branches overhanging the pavement and road. If there is still no satisfactory conclusion, there is a possibility that two Councillors will attend a requested meeting on site.

Proposed..... Cllr I Draper

Seconded.....Cllr H MacIver

- e) Letter from resident regarding speeding on Main Road.

**RESOLVED:** That the Parish Council will request that NCC Highways investigate traffic calming measures on Main Road.

Proposed..... Cllr H MacIver

Seconded.....Cllr C Munsey

- f) Public Health Community Health and Wellbeing Consultation – *Deadline 6 October 2020*

**RESOLVED:** That Councillors and residents should submit their comments individually. Details can be found at [www.syreshamvillage.com](http://www.syreshamvillage.com)

- g) NCC Consultation on COVID-19 in Northamptonshire – *Deadline 5 October 2020*

**RESOLVED:** That Councillors and residents should submit their comments individually. Details can be found at [www.syreshamvillage.com](http://www.syreshamvillage.com)

- h) NCC Consultation on Northampton Local Cycling and Walking Infrastructure Plan – *Deadline 23 October 2020.*

**RESOLVED:** That the Parish Council have no comments. Residents can submit their comments individually. Details can be found at [www.syreshamvillage.com](http://www.syreshamvillage.com)

- i) What3Words app and Parish Council use.

**RESOLVED:** That the Parish Council will use the free What3Words app to more accurately report incidents to principal authorities and emergency services. Details of the app can also be included in the Syresham Times.

11. Swingfield inspection report – Cllrs H MacIver and D Green

- Post next to the gate to stop gate opening too far needs to be cemented in.
- Signage mentioned at last meeting still needs to be installed – Cllr Green and Clerk will check to see if original sign can be updated rather than purchasing a new sign.
- COVID signage. Clerk to check it is up to date and adjust if necessary. Visitors do not appear to notice it on the gate, Council to consider positioning on a post inside the Swingfield.
- A second ladder rung appears to be rotting – Clerk to report this to Sovereign Play for investigation.

12. Welcome Pack letter - Cllr Munsey

**RESOLVED:** That once the front cover colour is amended and the Clerk has carried out a proof check, approx. 20 copies will be printed out for distribution to new residents who have moved in prior to and during lockdown.

Proposed..... Cllr H MacIver

Seconded.....Cllr J Haycock

13. Receive quotes for regular tree surveys on land managed/owned by Parish Council.

Deferred to next meeting, awaiting quotes from contractors.

14. Streetlighting SNC Community Grant application outcome.

The SNC Community Funding Grant application for the streetlighting upgrade was unsuccessful.

15. Consider alternative options to part finance the Streetlighting project.

The total cost of the streetlighting project is £24,209 (excl. VAT). The Parish Council have ringfenced £12,000, raised through precept over the past 3 years. As grant applications for financing the rest of the project have been unsuccessful, the Parish Council will need to look at alternative options.

**RESOLVED:** That the Clerk will prepare the necessary reports, budgets and loan details to present to the Council at an extraordinary meeting to be held on Wednesday 14<sup>th</sup> October. The Council will then make a decision on whether to apply for a Public Works Board loan to part finance the Streetlighting project. Parish Council Streetlight project plans, loan reports and financial projections will be shown on the village noticeboard and website along with the agenda ahead of the extraordinary meeting.

Proposed..... Cllr C Munsey

Seconded.....Cllr H MacIver

16. Receive external auditor report - Conclusion of audit 2019-2020.

The external auditor found Syresham Parish Council's accounts for year ending 31 March 2020 to be in order and no concerns were raised. The Conclusion of Audit will be published on the village website and noticeboard before 30th November 2020.

**RESOLVED:** That the Annual Return and External Audit Report are accepted.

Proposed..... Cllr C Munsey

Seconded.....Cllr H MacIver

Cllr I Draper would like to record the Parish Council's grateful thanks to the Clerk for preparing the accounts and reports for audit.

17. Pocket Park update, constitution, terms of reference and renovation proposals – Pocket Park Committee

The Pocket Park committee have created a programme of works and will plan a schedule of works.

Mowing has been carried out and the area from the bridge to the entrance has been cleared. The constitution and terms of reference are still being written by the Committee and will be brought to the Parish Council for approval.

**RESOLVED:** That the Parish Council accepts the works recommendations by the Pocket Park Committee.

Proposed..... Cllr I Draper

Seconded.....Cllr J Haycock

Cllr H MacIver enquired about the vacant position on the Pocket Park Committee after the resignation of Cllr M Williams, and informed the council that the Scouts would be keen to assist with work in the park. The Chairman will review Committee members and volunteer working parties.

Cllr D Green expressed M Williams interest to continue being involved with future Pocket Park working parties.

18. Prepare complaint to Parish Council's bank and consider alternative banking arrangements.

**RESOLVED:** That the Clerk will revise the draft letter of complaint and send to Councillors for final approval before sending.

20.58pm Suspend Standing Orders

