

FAR COTTON AND DELAPRE COMMUNITY COUNCIL

Council Meeting

15 November 2022 7.30pm

PRESENT: Councillor Bright (Chair), Councillors Currington, Harris, Iyengar, Levinge, McCoach, Nicks, Pittam, Plowman and Reina

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| 1 | APOLOGIES FOR ABSENCE Apologies were received from Cllr McCoach and Cllr Iyengar RESOLVED to note the apologies. |
| 2 | DECLARATIONS OF INTEREST NONE |
| 3 | MINUTES: To approve the Minutes of the meeting held on the 18 October 2022 RESOLVED that the minutes of the meeting held on 18 October 2022 be confirmed as a true record. |
| 5 | POLICE AND PUBLIC SESSION Members of the public are invited to raise any questions that they have with the council. NONE |
| 6 | POLICE LIAISON REPRESENTATIVE a) To receive a report from the council's police liaison representative The PLR presented his report on the crime statistics for October . There was a discussion around the types of crime that should be included in the report, and whether crimes that do not impact, or pose a threat to, the wider community should be included. RESOLVED to note the report and consult with the police around reporting. |
| 8 | FINANCE a) Payments: To approve the payment lists for November 2022 RESOLVED to approve the payment list as shown in appendix 1 b) Internal Controls: To receive the report of the Internal Control councillors RESOLVED to note that internal control checks had been conducted and no issues had been raised. c) To note the opening of a second bank account RESOLVED to note that a second bank account was being opened with the Cambridgeshire building society. |
| 9 | DEFIBRILLATOR AND BLEED KITS: a) To receive a verbal update on the installation of public access defibrillators in various locations throughout the area. The Clerk reported that defibrillators and bleed kits had now been installed at Delapre |

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| | <p>Abbey and the Rec Centre. The community council had partnered with South Northants First Responders, Delapre Abbey, Southern Quarter, West Northants Council and Cllr Emma Roberts for the installations to go ahead.</p> <p>An installation on Gloucester Avenue was still being considered.</p> <p>RESOLVED to note the update.</p> |
| 10 | <p>WELCOME TO FAR COTTON SIGNS: To receive updated information on the welcome to Far Cotton Signs</p> <p>The clerk presented her report as shown in appendix 2.</p> <p>The cast aluminum signs, such as the East Hunsbury ones, were the preferred choice based on design alone. However, concerns around maintenance and the cost difference between the two styles, meant that the Nordis signs were the preferred option.</p> <p>RESOLVED to purchase 4no. “Welcome to” signs from Nordis at a cost of £800+vat and installation, subject to approval from Highways. It was delegated to the clerk to arrange installation through a highways approved contractor.</p> |
| 11 | <p>PATHFINDER PROJECT: To consider a report on the pathfinder project (this is led by West Northamptonshire Council and supports communities at risk of flooding to become more flood resilient) <u>update from planning committee</u></p> <p>The Planning Committee had reviewed the pathfinder information in detail, and it was agreed that Cllr Levinge, Cllr Harris, and if possible, a resident would attend the walkabout with David Smith Associates.</p> <p>During the walkabout, the following areas will be highlighted:</p> <ul style="list-style-type: none"> • Cellars in properties on Towcester Road often flood. • Issues around Asda and regular flooding of the road. • Issues at the Queen Eleanor Roundabout (out of area, but impacts residents) • Flooding around bus stop on St Leonard’s Road. • Leaves falling around the Recreation Ground, which block gullies and drains. • Replacement of the flood siren <p>It was agreed to ask WNC for copies of the flood pack. And that the council should consider writing an emergency plan.</p> <p>The council has access to £3,000 of funding to support flood resilience measures. This will be considered after the walkabout, as the walkabout may assist the council in identifying priorities.</p> <p>RESOLVED to note the update.</p> |
| 12 | <p>ANNUAL REVIEW OF WAITING RESTRICTIONS</p> <p>To consider requesting double yellow lines on Lancaster Way</p> <p>Proposals for new waiting restrictions are reviewed by WNC on annual basis and the next review is in Summer 2023.</p> <p>This item was DEFERRED to allow the council to consider a range of locations where waiting restrictions may be needed.</p> |
| 13 | <p>ALLOTMENTS</p> <p>a) To consider the agency agreement with West Northamptonshire Council (WNC).</p> |

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| | <p>The clerks report, appendix 3, outlined details of the agreement with WNC. It was agreed that WNC should be asked for a copy of the contract between themselves and Veolia/Idverde. Following discussion, it was...</p> <p>RESOLVED to sign the agreement with WNC. (Cllr Nicks asked that his vote against the motion be recorded).</p> <p>b) To consider clearing the area adjacent to the Bird Cage and replacing the fencing.</p> <p>The pathway known as the Birdcage runs from George Nutt Court to Delapre Crescent. The bottom of the Pleydell Gardens allotment site borders the Birdcage. The fencing along the allotment boundary is broken in places, and there is a large amount of fly tipping.</p> <p>RESOLVED to include the project in the 2023/4 budget, and to look at alternatives for the fencing.</p> <p>c) To consider visiting the Grow together allotment in Duston</p> <p>RESOLVED that the clerk will arrange a visit for all interested councillors.</p> |
| 14 | <p>COMMUNITY EVENTS</p> <p>a) To agree a tree-planting day as part of the Queens Green Canopy project</p> <p>RESOLVED that date of 14 January 2023 was agreed for ceremonial tree planting of trees at the Recreation Ground and the Rec. A community tree planting day for the Half Moon park will be arranged later in the year.</p> <p>b) To note that the coronation of HM King Charles will take place on 6 May 2023 and to consider forming a working party to plan local event/s and commemorations.</p> <p>This item was DEFERRED pending further information being released on the timetable for the Coronation weekend.</p> <p>c) To consider holding a business networking event in 2023</p> <p>RESOLVED that this will be investigated, and a proposal brought to a future meeting.</p> |
| 15 | <p>Exclusion of Public and Press</p> <p>RESOLVED that the public and press be excluded from the following item.</p> |
| 16 | <p>National Pay Offer 2022/2023</p> <p>RESOLVED to note and agree the national pay award, including the back dated element.</p> |

Signed: _____

Date: _____

Appendix 1

Date: 30/11/2022

Far Cotton and Delapre CC Current Year

Page 1

Time: 14:13

Current Bank Account

List of Payments made between 01/11/2022 and 05/12/2022

| Date Paid | Payee Name | Reference | Amount Paid | Authorized Ref | Transaction Detail |
|-----------------------|------------------------------|-----------|-----------------|----------------|-----------------------|
| 03/11/2022 | HMRC | BACS | 641.39 | | Employer and Employe |
| 03/11/2022 | Poppy Appeal | BACS | 216.00 | | Lamp post poppies |
| 03/11/2022 | 2commune | BACS | 480.00 | | Website and Hosting |
| 15/11/2022 | Pleydell Road Allotments | BACS | 126.00 | | Balance of Key system |
| 15/11/2022 | Treuelo UK Ltd | BACS | 4,972.80 | | 18347 |
| 15/11/2022 | Southern Quarter Development | BACS | 112.50 | | Room Hire |
| 15/11/2022 | Delapre Abbey | BACS | 18.00 | | Coach House Hire |
| 15/11/2022 | Nest Pensions | BACS | 139.41 | | Pension ER &EE |
| 16/11/2022 | Lloyds Multi-pay | 11/22 | 39.21 | | November Bill |
| 30/11/2022 | Mark Plowman | BACS | 20.49 | | Poppy Display |
| 30/11/2022 | Clare Frost RBL | BACS | 72.00 | | Wreaths x 2 |
| 30/11/2022 | 2commune | BACS | 30.00 | | Underpaid Invoice |
| 30/11/2022 | Salaries | BACS | 2,403.19 | | Salary and Back Pay |
| Total Payments | | | 9,270.99 | | |

Appendix 2

Summary

A report on "Welcome to" signs

Welcome to Signs

In October 2022 council resolved to purchase 4no "Welcome to Far Cotton and Delapre Signs" Three of the four locations have been agreed, subject to final approval from Highways.

Since the meeting, a further quote has been received and, as this is an alternative style of signage and the costs are significantly different, council is asked to review the information before an order is placed.

Suppliers 1 and 2 would provide signs in a similar style to those used in East Hunsbury. Both suppliers are highly reputable and similar signs can be viewed on their websites.



Supplier 1 ([Sign of the times](#)) would supply 4 no signs at a cost of £5663+vat (1500 x800mm)

Supplier 2 ([Leander Architectural](#)) would supply 4no signs at a cost of £5160+vat (1050x 500mm)

Supplier 3 (Nordis Signs) provides signs to Northamptonshire Highways and the signs supplied would be in the style and materials shown below, although the shape and colour of the sign can be altered.

Nordis would supply 4no signs at a cost of £800+vat (1500 x 800mm)



Recommendation

- a) To confirm a supplier for the signs.
- b) To note that this is a one-off expenditure.
- c) To note that the signs are being placed at the gateways to the area and will support objectives agreed at the council visioning day, including promoting local character and improving the street scene.

| Implications: | | |
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| Council objectives: | Create a sense of place | x |
| Equalities & Human Rights | There are no equalities and human rights issues | |
| Crime and Disorder | Crime and disorder have been considered | |
| Biodiversity | There are no bio-diversity implications | |
| Financial | There are no financial implications at this stage | |
| | There will be financial implications | |
| | There is provision within the budget | x |
| | Decisions may give rise to additional expenditure | x |
| | Decisions may have potential for income generation | |
| Legal | Power: Local Government and Rating Act 1997, s. 31 | |
| | Other considerations: None | |
| Risk Management | Material risks exist and these are currently being assessed. | |
| | - Inherent risk score: | |
| | - Residual risk score: | |
| Person originating this report: Clerk | | |
| | | |

Summary: A report on the management of allotments.

Recommendations:

- a) to consider the agency agreement supplied by West Northamptonshire Council
- b) to budget in 2023/24 to replace the fencing backing onto the “Bird Cage” and clear the area.
- c) To visit the “Grow Together” allotment to learn how a project might work locally.

1.0 AGENCY AGREEMENT

When Far Cotton and Delapre Community Council was formed, ownership of the allotments at Mereway and Pleydell Road passed to the community council. Although land registry still has West Northamptonshire Council listed as the legal owner.

Management and the day to day running of the allotments is conducted by Idverde, as part of their wider contract with West Northamptonshire Council-WNC

This is a practical arrangement, at least until the Idverde contract draws to a close. At that point, the community council will need to decide how to manage the allotments. (Similar arrangements could continue in the future)

WNC have drawn up the attached agreement to formalise the relationship between the two councils.

1.1 Financial arrangements

The costs of managing the allotments are currently met by WNC. However, under the agreement WNC reserve the right to charge residents a “special expense” to cover the cost. They have not done so to date. FCDCC will also be responsible for utility (water bills)

Under the agreement the community council also has the option to negate the introduction of any proposed special expense by contributing to WNC for the running costs of the allotments.

There is no current intention for WNC to recharge any of the expenses of running the allotments to the Community Council. However, the agreement allows for this possibility.

1.3 Next steps

The council needs to re-consider the agency agreement. The council could seek specialist legal advice on the agreement and the need to register the land.

2.0 THE BIRD CAGE

There is a footpath that runs from Gloucester Crescent to George Nutt Court. This footpath is known locally as the Bird Cage. The footpath runs around the edge of Pleydell allotments. The fence between the Bird Cage and the allotment site is damaged (see pictures below) and there is a fly-tipping at the bottom of the site.

The council should consider replacing the fence and removing the fly-tipping. I have a single quote to replace the fence for £10,000. This could be included in the 2023/2024 budget.

THE GROW TOGETHER ALLOTMENT

3.0 The community council has spoken previously about running a community allotment. Duston Parish Council run a hugely successful project called The Grow Together Allotment and the council and members of the local allotment associations might like to visit to understand

how this works. TGTA coordinator is happy to meet with us and show us how the plot works in practice.

Implications:

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| Council objectives: | Small Holding & Allotments Act 1908, s.23 |
| Equalities & Human Rights | There are no equalities and human rights issues |
| Crime and Disorder | Crime and disorder have been considered |
| Biodiversity | There are no bio-diversity implications |
| Financial | There are no financial implications at this stage |
| | There will be financial implications |
| | There is provision within the budget |
| | Decisions may give rise to additional expenditure |

