

# GRAFTON UNDERWOOD PARISH COUNCIL



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## MINUTES

Minutes of the Full Parish Council meeting held on **Wednesday 10<sup>th</sup> November 2021** at 7.00pm at Grafton Underwood Village Hall.

**Councillors Present:** Chair R Corney, Cllr P Sneddon, Cllr A Wildgoose

**Public Present:** 3

**Clerk:** Ruby Cole

21/087	<b>Apologies:</b> <b>Resolved:</b> Apologies received from Cllr A Medri, Cllr D Baker and approved. Apologies also received from Ward Councillor M Rowley
21/088	<b>Public address to the council:</b> <ul style="list-style-type: none"><li>Concern was raised of the parish council potentially using the village hall without consultation for Community Payback work day. The village hall has recently been refurbished at cost. The type of work being undertaken and the amount of footfall coming in and out of the village hall was of concern. It was suggested that <u>once we have more information on whether the workers will leave it as they find it then we communicate to the village hall committee</u></li><li>The cost of seeking a solicitor to determine the riparian rights, responsibility and actions of clearing the brook was put forward, although we will investigate other options first</li><li>The recent bad weather resulted in the parish getting away lightly with storm damage, although trees are still dangerous that should be seen Boughton Estates</li></ul>
21/089	<b>Minutes:</b> Full Parish Council meeting Wednesday <b>25<sup>th</sup> August 2021</b> & Extraordinary Parish Council Meeting Friday <b>8<sup>th</sup> October 2021</b> <b>Resolved:</b> Both August & October minutes were approved and signed by Vice Chair Cllr Sneddon as Chairing both meetings
21/090	<b>Declarations of interest:</b> Under the Council's Code of Conduct related to business on the agenda <b>Resolved:</b> No declarations of interest

<b>21/091</b>	<b>Actions Outstanding:</b>	
21/02/03.1d	RC	To look into possibility of borrowing a digger to help with clear up of debris by overflow pond – Covered under agenda item <b>21/103</b>
21/032a	AW	Groundwork UK – To send clerk documentation - Complete
21/059.1	Clerk	To obtain information on Community Payback projects - Complete
21/063.1	AW	To set up online banking with Barclays - <b>Ongoing</b>
<b>21/092</b>	<b>Correspondence:</b>	
	<ul style="list-style-type: none"> <li>Right to Roam - Footpath Access: Concerns expressed regarding the state of the footpath going towards the east of the village <b>Resolved:</b> This has since been sorted and no further action is required</li> <li>Northamptonshire Village Awards return for 2022: <b>Resolved:</b> It was decided not to put ourselves forward at this present time</li> <li>Memorial Tree: A request was received for a memorial tree to be planted in the parish <b>Resolved:</b> This is not possible due to lack of space and location. It was decided that precedents could not be set as similar requests had been made and declined by council. Cllr Sneddon to draft a response for Clerk <b>Action 21/092.1</b></li> <li>Councillors to Complete Declarations of New or Changed Interests to NNC: <b>Resolved:</b> Councillors have been made aware</li> </ul>	
<b>21/093</b>	<b>Councillor Training:</b> Clerk has sent details to councillors of training courses offered by NCalc <b>Resolved:</b> No interest at this time	
<b>21/094</b>	<b>Electric Charging Points:</b> Location of where these could be placed was discussed <b>Resolved:</b> This could not be pursued until knowledge of land ownership was confirmed Clerk to make enquiries <b>Action 21/094.1</b>	
<b>21/095</b>	<b>Community Payback:</b> Cllr Sneddon had met with a representative from Community Payback. If accepted, the type of work to be carried out below could possibly commence any time between January - April 2022 <ul style="list-style-type: none"> <li>Clear the banks of the brook</li> <li>Scrub and sand down three benches</li> <li>Wash signs and flagpole</li> <li>Paint gates to the Church</li> <li>Cut back ivy on the Church walls</li> </ul> <b>Resolved:</b> Council would need to supply materials and place to use wash and toilet facilities.	
<b>21/096</b>	<b>Road Safety &amp; Highways:</b> Concern was raised regarding the overgrown hedgerows at the crossroads between Warkton/Slipton/Grafton/Cranford <b>Resolved:</b> Clerk to report to Highways and speak to Boughton Estates about their responsibility to clear the hedgerow due to recent accidents <b>Action 21/096.1</b>	
<b>21/097</b>	<b>Plant a Tree for the Jubilee:</b> Trees are being delivered and will be planted on various locations around the parish with landowners permission	
<b>21/098</b>	<b>Queens Platinum Jubilee and Beacons:</b> After discussion, it was decided that as a Beacon was already in place, there was no need for Council to purchase. A representative from the village hall committee will liaise with various groups around the parish for ideas for a parish event to mark the occasion. It was also suggested that the Bomber group may like to take part <b>Resolved:</b> Clerk to make contact with the Bomber group <b>Action 21/098.1</b>	
<b>21/099</b>	<b>Grants for armed forces events:</b> It was agreed not to pursue	

21/100	<b>CiLCA - Clerk Course:</b> It was agreed that the council would financially support the clerk in attending the course if chosen <b>Resolved:</b> The cost of approx. £170 over two years was approved
21/101	<b>Planning:</b> No new planning applications
21/102	<b>Remembrance Sunday:</b> Cllr Wildgoose to lay the Poppy Wreath on Remembrance Sunday
21/103	<b>Brook:</b> Cllr Sneddon to send clerk a map of the brook area in order for clerk to seek bodies responsible for maintenance <b>Action 21/103.1</b>
21/104	<b>Defibrillator:</b> Cllr Sneddon monitors on a monthly basis. It was noted that new batteries will be required around December which is covered under the maintenance contract <b>Action 21/104.1</b>
21/105	<b>Parish Representative Reports:</b> <ul style="list-style-type: none"> <li>• <b>Environment Agency:</b> They have visited and helping to clear debris but will not dredge the brook</li> <li>• <b>Rural Forum:</b> Nothing to report and Councillor Sneddon to monitor meetings</li> <li>• <b>Flooding:</b> Nothing to report apart from bi-weekly clearing of the debris of the brook by a team of villagers</li> <li>• <b>Footpath Warden:</b> Nothing to report</li> <li>• <b>Tree Warden:</b> The tree warden has elms to be planted, location to be decided. The dead Chestnut stump at the bottom of the Churchyard path needs removing</li> </ul> <b>Resolved:</b> Clerk to report to Boughton Estates <b>Action 21/105.1</b>
21/106	<b>Payments:</b> It was agreed to make a donation to the village hall committee for the use of the village hall throughout the year for parish council meetings <b>Resolved:</b> A donation of £75 was approved. Total payments of <b>£205.40</b> approved. Cllr Sneddon & Clerk signed cheques at meeting

Ref	Payee	Description	Amount
100420	Clerk	Salary November 2021	100.40
100421	Mark Bird	Gloves (Flood Works)	30.00
100422	GU Village Hall	Donation for use of village hall	75.00

21/107	<b>Barclays Bank:</b> Cllr Sneddon, Cllr Wildgoose & Clerk are signatories. Online banking payments to be set up by Cllr Wildgoose as per previous action
21/108	<b>Bank Balance:</b> Bank statement balance 29/10/2021 £13983.74. Available funds £13743.19 less £5878 (Neighbourhood Plan) = £7865.19 <b>Resolved:</b> Bank reconciliation approved and signed by Cllr Corney
21/109	<b>Draft Budget:</b> Clerk had circulated to councillors details of the remaining budget to March 2022 <b>Resolved:</b> Draft budget approved
21/110	<b>Precept:</b> Clerk had circulated to councillors details of the precept April 2022 to March 2023. With minor changes to expenditure it was agreed that the precept would remain as last year £3500 <b>Resolved:</b> Clerk to complete and submit precept form <b>Action 21/110.1</b>
21/111	<b>OLB:</b> This item was discussed with members of council only. As a small council, a minimum of the overall details can be actioned by council and the required protocol would be adhered to
21/112	<b>Next Agenda:</b> No agenda items put forward
21/113	<b>Next Meeting:</b> Tuesday 1 <sup>st</sup> February 2022, Grafton Underwood Village Hall 7.30pm

**Meeting Closed: 21:47**

Action Points for Tracking on page 4

## Action Points for Tracking

21/063.1	AW	To set up online banking with Barclays - <b>Ongoing</b>
21/092.1	PS/Clerk	To reply to memorial tree request
21/094.1	Clerk	To make enquires regarding land ownership re - electric vehicle charging points
21/096.1	Clerk	To report overgrown hedgerows to Highways & Boughton Estates
21/098.1	Clerk	To contact Bomber group to see if they would like to participate in Queens Platinum Jubilee event
21/103.1	PS	To send clerk map of brook and relevant areas
21/104.1	PS	To order batteries for Defibrillator in the name of GUPC
21/105.1	Clerk	To request the removal of the Chestnut stump with Boughton Estates
21/110.1	Clerk	To complete and submit precept form