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# East Hunsbury Parish Council

Minutes of the Ordinary Meeting of East Hunsbury Parish Council held on **Tuesday 17<sup>th</sup> January 2023** at 7:00pm at Blacky More Community Centre.

Present: Cllr M Allen, Cllr B Burnell, Cllr M Campbell, Cllr C Douglas (Chairman), Cllr R Firman, Cllr D Lewis, Cllr K Moore, Cllr M Roach, Cllr P Warden  
 Also present: Mrs C Holgate (Clerk)

Item no	
23/001	<p><b>To receive and approve apologies for absence</b>            Apologies were received from Cllr P Draper (personal commitment), Cllr K Hodgson (personal commitment), and Cllr L Perry (personal commitment).  <b>RESOLVED</b> to approve the apologies.</p>
23/002	<p><b>To receive and note the draft minutes of the Resources Committee meeting held on Tuesday 10<sup>th</sup> January 2023</b>            The draft minutes were received and noted.            Cllr Warden gave his apologies for this meeting due to an emergency.</p>
23/003	<p><b>To receive and approve for signature the minutes of the Ordinary Meeting held on Tuesday 20<sup>th</sup> December 2022</b>            The minutes of the Ordinary Meeting held on Tuesday 20<sup>th</sup> December 2022 (copies of which being folios 329-335 having been previously circulated) were approved as a true record and signed by the Chairman.</p>
23/004	<p><b>Declarations of Interest</b>            No declarations of interest were received.</p>
23/005	<p><b>Police and Public Session</b>            A report was received from the Neighbourhood Policing Team for December:  <b>Burglary residential</b> 0  <b>Burglary Non-residential</b> 0  <b>Criminal Damage</b> 2  <b>Vehicle Crime</b> 0</p> <p><b>Public Session</b>            There were no members of public in attendance.</p> <p>Cllr Lewis, Police Liaison Representative, gave a report to the council following the PFCCC meeting held on 7<sup>th</sup> November. The focus of the meeting was in relation to the proposed budgets for the police and fire services, which are currently in consultation.</p>
23/006	<p><b>Planning</b>            a) To consider planning applications and representations received by the Parish Council.            The following planning applications were discussed:            WNN/2022/1382 – Land at A45, Collingtree, Northampton            Prior notification of 5G telecoms installation H3G 15m street pole and additional equipment cabinets</p>

	<p><b>The comments raised by the council in relation to the pre-application enquiry will be reiterated.</b></p> <p>WNN/2023/0026 – Land south of Rowtree Road and west of Windingbrook Lane, Northampton, Variation of Condition 14 of Planning Permission N/2013/1035... to improve the Rowtree Road/Butts Road roundabout</p> <p><b>No comments</b></p> <p>WNN/2022/1378 – 4 Limefields Way, Northampton, NN4 0SA</p> <p>New fence enclosing the property (retrospective)</p> <p><b>No comments</b></p>
23/007	<p><b>Northampton South SUE</b></p> <p>a) To receive an update on the Collingtree Park development following the meeting held with Vistry on 12<sup>th</sup> January 2023. Members received copies of the meeting notes. (Appendix A)</p> <p>b) Members received an update on the proposed community building. The working group have received a copy of the revised plan, which includes all of the elements that would be desirable to have in a community building of this size. Some issues have been identified with layout and the Clerk will liaise with Vistry on a revised plan.</p>
23/008	<p><b>Pathfinder and Flood Mitigation</b></p> <p>The Clerk provided an update on flood mitigation and Pathfinder. Funding has been applied for from Pathfinder to help with the costs of the flood mitigation expert advice. Helen Howard is seeking advice on costs and timescales for removal of the dropped kerb on Hilldrop Road. Quotes are awaited for the various proposed flood mitigation schemes. This will be reviewed by the POSCC Committee for agreement on how to proceed.</p>
23/009	<p><b>Finance and related matters</b></p> <p>a) <b>RESOLVED</b> to agree the budget for 2023/24 as attached with a total budget expenditure of £278,652 (Appendix B)</p> <p>b) <b>RESOLVED</b> to agree a precept requirement of £225,500 for 2023/24</p> <p>c) <b>RESOLVED</b> to approve the payments to be made in January 2023 (Appendix C)</p> <p>d) Financial reports were received for information. Bank balances were reported as follows: Current a/c £60,103.16 Reserves a/c £107,632.04 Nationwide reserves a/c £85,184.09 Skipton reserves a/c £85,846.15</p>
23/010	<p><b>Administration</b></p> <p>a) The Clerk's report was received</p> <p>b) The Actions List will be forwarded to members for reference</p>
	<p><b>Close</b></p> <p>The meeting closed at 7.58pm</p>

**NOTES OF THE MEETING HELD ON 12<sup>th</sup> January 2023  
VISTRY, EAST HUNSBURY PARISH COUNCIL AND COLLINGTREE PARISH COUNCIL**

**Attendees**

Claire Douglas – Chair, East Hunsbury PC  
Caroline Holgate – Clerk, East Hunsbury PC  
Penny Steel – Chair, Collingtree PC  
Chris Wilson – Cllr, Collingtree PC  
Sharon Collins – Cllr, Collingtree PC  
Paul Carvey – Snr Project Manager, Vistry

**Apologies**

Ken Hodgson – Cllr, East Hunsbury PC  
Michael Campbell – Cllr, East Hunsbury PC

**Notes**

**S278 works – Windingbrook Lane junction**

The Stage 3 Road Safety Audit has been undertaken with results forwarded onto West Northamptonshire Council for review. This process happened far quicker than PC envisaged.

Once the RSA Report has been reviewed by WNC and any comments / responses from the Vistry Engineer considered, any recommendations will be actioned. Works that have already been identified which are still to be undertaken is the installation of an 'over run' strip to protect the verge areas where vehicles are driving over the kerbing.

A resident has raised the question about why the junction is not a roundabout. As explained previously the priority junction was approved through the planning process and a roundabout will not replace the current arrangement. The provision of a roundabout also lies outside of the scope of the RSA3 so the current arrangement will remain with any adjustments required to be made accordingly upon completion of the RSA3 process.

The same resident also suggested Windingbrook Lane should be resurfaced by Vistry at Vistry's expense due to its deteriorating condition.

Windingbrook Lane is highway maintainable at public expense and Vistry are working in accordance to the Approved Construction Environmental Management Plan . Vistry are under no obligation to undertake repairs to Windingbrook Lane and unfortunately Windingbrook Lane is in a similar state of deterioration to many other roads within Northamptonshire.

Any defects should be reported to WNC.

A further comment was made in relation to Sandy Lane in the Parish of Harpole which fronts another Vistry site which was fully resurfaced. The resurfacing works there were undertaken by Northamptonshire Highways prior to Vistry commencing any works on site and Vistry had no input into the timing of these works or any other involvement in them.

**Hole 1 , Golf Course – New Entrance  
WNN/2022/0783 – APPROVED**

Signed.....

Date.....

The date of commencement of these works is yet to be confirmed.

### **Hole 1 , Golf Course – ‘Missing Swale’**

It still remains the intention to submit a variation to the Planning Condition requiring this once the drainage from the M1 has been diverted, thereby minimising the flow of water under / across the 1st hole.

### **Tree Felling**

There remains one tree to be felled adjacent to the footpath in between Phases 1 and 2. Further ecological surveys are potentially required on this tree. Clarification is still being sought.

There will be a section of hedge removed within the Phase 2 parcel to allow the road to be constructed together with tree works being undertaken in the vicinity of Wootton Brook. The later works primarily consist of crown raising over the water course and have been instructed by the Environment Agency as part of their routine maintenance requirements.

### **Phase 2a Infrastructure – Ref WNN/2022/0370 – APPROVED**

The detailed design is now being undertaken to include the amendments required to accord with the details to be submitted as part of the updated WNN/2023/0806.

The anticipated commencement date of these works is likely to be Q2 / Q3 2023 but is subject to market conditions etc.

### **Phase 2a 425 Residential Dwellings – Ref WNN/2022/0806**

Comments from the key consultees have now been received and modifications are being made to the layout to address the comments raised where appropriate. See above.

### **Landscaping**

Landscaping will be undertaken in this planting season.

Post Meeting Note – It is envisaged the area to be planted will extend from the front of the substation at the front of the site up to where the first proposed pedestrian link from the site into the public right of way is to be constructed but the exact details are still tbc.

Further planned trees fronting the occupied dwellings are to be installed.

### **Phase 2b Infrastructure Application**

#### **Community Facility and Sports Pitches**

Target date for submitting planning applications for the above is early 2023.

The proposed works at each of the offsite junction improvement works were discussed.

### **Rowtree Road / Lichfield Drive Junction**

Signed.....

Date.....

It is envisaged the above works will be undertaken during late 2023 / early 2024 depending upon the receipt of Planning Permission for the Phase 2b Infrastructure, which is still to be submitted as per the above.

The timing and sequencing of these works, together with the reconfiguration of the golf course, channel improvement works and construction of the primary infrastructure will be determined based on the planning, phasing and operational requirements of the various stakeholders once the receipt of planning permission has been obtained.

In accordance with a Condition of the original Outline Planning Permission consideration is being given to the installation of 1 of 2 pedestrian crossings required to be installed on Rowtree Road. It should be noted the positions have not been specified.

It is confirmed that prior to the construction of the roundabout being undertaken advance notice will be provided.

**Windingbrook Lane / Rowtree Road / Butts Road**

Vistry have submitted a request to vary the Condition relating to the need to undertake the proposed improvement works at this junction on the basis that no material benefit will be gained. The original proposals are detailed within the Outline Planning Permission.

The reference for this Application is WNN/2023/0026.

**Rowtree Road / Wooldale Road / London Road junction**

There is a Condition which requires this junction to be improved. Vistry's Engineer are currently working through the early stages of the detailed design for this junction. The original proposals are detailed within the Outline Planning Permission.

It is confirmed that prior to the construction of this junction being undertaken advance notice will be provided.

**Penvale Road / Rowtree Road**

There is a Condition in the OPP which requires this junction to be improved. Vistry's Engineer are currently working through the early stages of the detailed design for this junction.

The original proposals are detailed within the Outline Planning Permission but consideration is being given to amending the design to incorporate the 2nd of 2 pedestrian crossings within this junction as also required by Condition.

It is confirmed that prior to the construction of this junction being undertaken advance notice will be provided.

**3rd Party Enquiries**

Footpath between Phase 1 and 2 - PC received a request to attend to the section of the footpath that lies between the access point from Phase 1 in Phase 2 where it has deteriorated.

PC confirms the original complaint had been addressed but a further complaint has been raised.

Any works required to ensure this route remains passable will be undertaken.

Mud on the road - A further complaint was received however this related to the situation prior to Christmas which was addressed.

HGV Parking - PC confirms that HGV's are not to park on Windingbrook Lane.

Meeting Closed

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East Hunsbury Parish Council  
RESOLVED Budget 2023/24

Income	£
Precept	225,500
Interest	1,250
Income from parish events	500
Seniors Club	3,500
BMCC and room hire	18,000
Grants and donations	9,000
Sundry income	200
Parish Magazine	3,000
<b>Total income</b>	<b>260,950</b>
<b>Expenditure</b>	
<b>Parks and open spaces</b>	
Parks and Open Space maintenance	20,000
Tools equipment and clothing	200
Mowing and maintenance	1,000
Play equipment	4,000
Street furniture	4,000
Cleaning and waste	12,000
<b>Planning and Highways</b>	
Planning and Highways	1,000
Flood mitigation	5,000
<b>Community</b>	
Community engagement and events	1,600
Youth	10,000
Seniors	10,000
Volunteers	1,700
Summer event	8,000
Christmas event	4,450
Health and wellbeing (inc. Covid)	5,500
Parish Magazine	12,000
<b>Blacky More Community Centre</b>	
Licences and rates	500
Maintenance and redecoration	2,500
Utilities	3,000
Cleaning and waste	9,000
<b>Climate Change</b>	2,000
<b>Grants/donations</b>	3,000
<b>Administration</b>	
Salaries, PAYE/NI, Pension contributions	108,200
Pension deficit	7,220
Insurance	1,900
Stationery and postage	2,800
Telephone, broadband and website	2,460
Audit	1,150
Rent of office space	16,022
New and replacement equipment	2,000

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Date.....

Training	1,000
Professional fees	8,700
Subscriptions and memberships	3,400
Election costs	1,000
Vehicle	1,000
Sundry expenditure and bank charges	1,350
<b>Total Expenditure</b>	<b>278,652</b>
<b>Net Income over Expenditure to be met from Reserves</b>	<b>-17,702</b>

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Date: 17/01/2023

## East Hunsbury Parish Council

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Time: 11:15

## Current Bank A/c

## List of Payments made between 21/12/2022 and 17/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
21/12/2022	NORTHANTS CALC	258	66.00		CONFERENCE
21/12/2022	PAT JOHNSON	259	300.00	22/127	XMAS DAY LUNCH
31/12/2022	UNITY TRUST BANK	260	20.40		MANUAL HAND CHARGING
16/01/2023	TRADE UK	261	59.82		JANUARY STATEMENT
16/01/2023	AURA CLEANING SERVICES	262	787.00		DECEMBER BMCC CLEANING
16/01/2023	R&G GROUNDS	263	1,056.00		ENVIRONMENTAL WORKS
16/01/2023	WEBB HOUSE	264	48.00		DECEMBER PAYROLL
16/01/2023	ABINGTON CONSULTING	265	420.00		FLOOD MITIGATION WORKS
16/01/2023	WEST NORTHANTS COUNCIL	266	3,350.00		RENT OF OFFICE SPACE
16/01/2023	DAVE DOMONE	267	50.00		SENIORS ENTERTAINMENT
16/01/2023	VIKING	268	294.18		STATIONERY AND STAMPS
16/01/2023	RICOH	269	315.81		COPIER RENTAL & USE
16/01/2023	SPEEDY ASSET SERVICES LTD	270	320.03		BARRIERS - XMAS TREE
16/01/2023	COLLINGTREE PARK GOLF	271	400.00		SENIORS COFFEE MORNING
16/01/2023	NORTHAMPTONSHIRE	272	1,779.29		JANUARY PENSION CONTRIBUTIONS
16/01/2023	HMRC	273	3,002.00		PAYE & NI MTH 10
16/01/2023	GM LAWRENCE	274	1,198.80		GM LAWRENCE
17/01/2023	CLEAR BUSINESS	275	361.98		UTILITIES - BMCC
17/01/2023	BARTON TELECOM SERVICES	276	113.58		OFFICE PHONE & B/BAND
17/01/2023	STAFF	277	7,546.50		JAN SALARIES
17/01/2023	ECOTRICITY	278	270.97		BMCC - UTILITIES
17/01/2023	VEOLIA	279	138.19		WASTE - BMCC
17/01/2023	VEOLIA	280	-48.46		CREDIT - MISSED COLLECTIONS
17/01/2023	LLOYDS BANK - UNITY CARD	281	406.19		DEC STATEMENT

<b>Total Payments</b>	<b>22,256.28</b>
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Signed.....

Date.....