

Cranford Parish Council

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Minutes of the Meeting of Cranford Parish Council held at Cranford Memorial Hall on Thursday 30th September 2021 at 7pm.

Present: Cllr S Pickard (Chairman), Cllr A Gorton (Vice-Chairman), Cllr S Holford, Cllr T Martin, Pat Bird (Clerk), 2 members of the public

	Action
21/35 To receive and approve apologies for absence Apologies were received from Cllr Bradley Cllr Prentice (Ward Councillor) also sent his apologies as he was required to attend another meeting	
21/36 To receive and approve for signature the minutes of the meeting held on Thursday 29th July 2021 RESOLVED: That subject to an amendment to Minute 21/018 to say Apologies were approved, the minutes be approved for signature by the Chairman	
21/37 To note any matters arising from the minutes not included on this agenda for report only The Clerk reported that the Chairman's board has been updated and that the NALC training courses have been booked/completed Cllr Martin advised that an update on the Purple4Polio project would be provided in due course	Cllr Martin
21/38 To receive declarations of interest under the Council's Code of Conduct related to business on this agenda Cllr Martin declared an interest in the two planning applications to be discussed. No other declarations of interest were made	
21/39 To fill a casual vacancy on the Council RESOLVED: That Ian Jones, a resident of Cranford, be co-opted to the Council	Clerk
21/40 Public participation session A member of the public raised concerns regarding the Grafton / Cranford cross roads, and raised questions regarding how residents are notified of planning applications, how planning applications will be dealt with by the parish council if they fall outside of the bi-monthly meeting cycle, an update on the hole in the wall in St Andrews Lane, whether it is possible for retrospective listing of the wall, servicing of St Andrews Clock, and requested further information on the Community Fridge and Connecting communities one step at a time projects Verbal responses were provided. The Clerk agreed to do some research and provide further updates to the	

	member of the public. The Chairman asked if the Clerk could also provide updates via the Cranford Village Facebook page and the Cranford Community News page	Clerk
21/41	To receive a verbal report from the Unitary Ward Councillor(s) Unfortunately none of the Ward Councillors were able to attend the meeting and a report was not provided	
21/42	To receive and note Financial Report, approve schedule of payments and note budget monitoring report RESOLVED: That <ul style="list-style-type: none"> the Financial report be noted and the grant payment of £4,414 from Northamptonshire Road Safety Fund for the purchase of the Speed Limit Reminder signs be acknowledged the schedule of payments be approved together with a payment of £36 to Artisan Signs for the updated Chairman's board, and £184 to NALC for the New Clerks course (the invoices were received after the 23rd September when the Financial report was produced) the budget monitoring report be noted 	Clerk
21/43	To approve updated Scheme of Delegation to the Clerk, which covers dealing with planning applications etc outside of bi-monthly meeting cycle RESOLVED: That the Scheme of Delegation to the Clerk be adopted and published on the council's website	Clerk
21/44	To approve NALC's Planning Nuts and Bolts training for Clerk and Councillors and NALC's Off to a Flying Start course for newly co-opted councillor(s) RESOLVED: That <ul style="list-style-type: none"> the NALC's Planning Nuts and Bolts course be booked for the Clerk and councillors and the NALC Off to a Flying Start course be booked for the newly co-opted councillor a Training and Development policy be adopted at the next meeting 	Clerk Clerk
21/45	To approve donation of £250 to Cransley Hospice for the support and development of the delivery of end of life care, in recognition of their association with Cranford over 20 years of its annual road race RESOLVED: That a donation of £250 to Cransley Hospice be made	Clerk
21/46	To approve a donation to the Cranford WI towards the cost of repainting the Village Sign RESOLVED: That the Parish Council does not commit to a donation to the Cranford WI at this time but may reconsider this in the future	Clerk
21/47	To receive update re issue of damage to guttering and drainpipe caused by vehicles turning in St Andrews Lane and approve proposed solution by Highways RESOLVED: That the proposed solution by Highways of 4 bolt down bollards with reflective posts be installed outside the property and "No turning head" plates be installed below the existing "No through road" signs at the Grafton Road / St Andrews Lane junction be approved	Clerk
21/48	To receive updates on the current projects and: a) Tufty Project (VAS signs)	

<p>To approve the payment for the balance of the Section 50 licence and the purchase of the two SLR signs, two additional rechargeable batteries and delivery costs and for the data capture facility for at least one of the SLR signs</p>	
<p>RESOLVED: That</p>	
<p>a. Payment of £43 for the balance of the Section 50 Licence be made</p>	Clerk
<p>b. Purchase of the two Speed Limit Reminder signs, two additional rechargeable batteries including delivery, at a cost of £4,344 excluding VAT, and the data (speed) capture facility for both of the SLR signs, at a cost of £600, be made.</p>	Clerk
<p>b) <u>Community Fridge</u></p>	
<p>To approve the Clerk's proposed actions</p>	
<p>RESOLVED: That the Clerk contacts the Village Hall Committee to see if a Community Fridge was of any interest and continues to work with Cllr Martin on this project.</p>	Clerk, Cllr Martin
<p>c) <u>Goalpost net</u></p>	
<p>To approve the purchase of a football net, clips, net pegs and delivery costs</p>	
<p>RESOLVED: That the purchase of a heavy duty straight back football net, football net clips and ultra heavy duty steel net pegs including delivery, at a cost of £52.92, be made.</p>	Clerk
<p>d) <u>Notice board in Cranford Road</u></p>	
<p>To approve the transfer of ownership of the notice board to Barton Seagrave Parish Council subject to acceptance of the parish council's proposal</p>	
<p>RESOLVED: That the ownership of the notice board in Cranford Road be transferred to Barton Seagrave Parish Council for a sum of £200, as accepted by Barton Seagrave Parish Council</p>	Clerk
<p>e) <u>Replacement notice board, The Green</u></p>	
<p>To approve the Clerk's proposed actions</p>	
<p>RESOLVED: That</p>	
<p>Cllr Holford inspects the posts to check that they are structurally sound and lubricates the catches</p>	Cllr Holford
<p>The Clerk consults with Councillors as to the type of notice board required and prepares a report for the next meeting</p>	Clerk
<p>f) <u>Bin in Pocket Park off Top Dysons</u></p>	
<p>To approve the purchase of a bin</p>	
<p>RESOLVED: That a site meeting be arranged with a member of the NNC Street Cleansing team to discuss the location of the bin and if satisfactory, a bin be ordered at a cost of £208, plus £93 installation if on grass or £103 if on concrete</p>	Clerk
<p>g) <u>Parish Council Website</u></p>	
<p>To approve the Clerk's proposed actions</p>	
<p>RESOLVED: That the Clerk moves the website to a more accessible WordPress theme and looks into potential options and costs of a longer term solution for the website ready for the next meeting in November (budget setting)</p>	Clerk
<p>h) <u>Welcome Pack</u></p>	

<p>To approve the Clerk's proposed actions RESOLVED: That the Clerk puts the Welcome Pack information on the Council's website, contacts the Village Hall Committee and others where their information would add value and makes printed copies available if required</p> <p>i) <u>Connecting communities one step</u> To approve the Clerk's proposed actions RESOLVED: That the Clerk works with Cllr Pickard on this project and provides regular project updates to Councillors</p> <p>j) <u>Neighbourhood Watch</u> The Clerk updated the Council. This is all in hand with the Cranford Neighbourhood Watch Co-ordinator and no further action is required by the Council at this time</p>	<p>Clerk</p> <p>Clerk, Cllr Pickard</p>
<p>21/49 To receive and note, Chairman's announcements on</p> <p>a) Cranford Estate developments The Chairman announced Cranford Estate are planning to create a dog walking paddock in the field near the Music Barn. Cranford Estate will need to inform NNC of a change of use. The low wall on Duck End Lane has been reduced in height as a safety measure. The wall will be repaired and topped off at a reasonable height to retain the soil in the paddock.</p> <p>b) AD Plant visit Alex Robinson showed the Chairman and Clerk around the AD Plant to help them gain a better understanding of its operation. Alex pointed out that the AD Plant has been a learning process for all and that the site management has evolved as understanding has grown. The Chairman felt that whilst there have been some issues, these have been dealt with in a highly positive and constructive way, this view was supported by the Council and it expressed its wish to continue to work with Cranford Estate to resolve any future issues</p> <p>c) High level path The Chairman is seeking to arrange a meeting with Cranford Estate with a view to getting this path adopted</p> <p>d) Parish Path Warden activities The Chairman is seeking to incorporate these within the Connecting Communities one step at a time project</p> <p>e) Parish Council vacancy The Chairman announced that following the Notice of Vacancy, no election was requested, but there is a Councillor vacancy to fill and asked the Clerk and Councillors to publicise this.</p> <p>f) Completion of satisfactory probationary period by Clerk The Chairman announced that he was pleased to report the completion of a satisfactory probationary period by the Clerk. The Chairman thanked Cllr Martin and Cllr Gorton for their assistance in the recruitment of the Clerk</p>	<p>Cllr Pickard</p> <p>Clerk Councillors</p>
<p>21/50 To receive and note Clerk's report / correspondence, including regular updates, recent training, hours worked, short term objectives The Clerk will continue to send regular updates of correspondence</p>	

	<p>received to Councillors.</p> <p>Two planning applications were received after the publication of this agenda.</p> <p>The Clerk attended the New Clerks course in September and found it extremely useful. The Clerk's short term objectives are to progress the projects and to prepare the 2022/2023 budget for discussion and approval at the next meeting. The Clerk is monitoring hours worked, 32 in August and 38 in September. The Chairman proposed that a review of the Clerk's hours is considered at the next meeting. This was agreed by Councillors</p> <p>Planning Application NK/2021/0767 19-27 (outbuilding to the rear of), High Street, Cranford Part retrospective conversion of outbuilding to bungalow</p> <p>Planning Application NK/2021/0768 19-27 (outbuilding to the rear of), High Street, Cranford Part retrospective conversion of outbuilding to bungalow</p> <p>Both planning applications were discussed. Whilst the Council supports bringing a protected property back into use rather than it becoming dilapidated, concerns were raised regarding insufficient parking space potentially leading to an increase in parked vehicles in the High Street, increased traffic flow on a poorly surfaced non main road, and insufficient access</p> <p>RESOLVED: Clerk to prepare a response and circulate to Councillors for comments before submitting to NNC</p>	
<p>21/51</p>	<p>To identify any matters arising from this meeting which need to be carried forward</p> <ul style="list-style-type: none"> • Adoption of Training and Development Policy • Review of Clerk's contract in terms of hours • Replacement notice board on The Green 	
<p>21/52</p>	<p>Close</p> <p>Meeting closed at 9:00pm.</p> <p>The next ordinary meeting of the Council will take place on Thursday 25th November 2021 at 7pm in the Memorial Hall</p>	