

KINGS CLIFFE PARISH COUNCIL

The monthly meeting of the Parish Council was held Thursday 13th October 2022 at 7.30 pm at Kings Cliffe Active.

<p>Request to Speak – Emily Brown on planning application NE/22/01244/FUL - Proposed new dwelling. Land Adjacent and Rear of 43 West Street Kings Cliffe</p>													
<p>22/119 Declarations of Interest: Cllr G Holland declared a non-pecuniary planning application NE/22/01244/FUL - Proposed new dwelling. Land Adjacent and Rear of 43 West Street Kings Cliffe.</p>													
<p>22/120 Present Chairman A Howard, Vice-Chairman M Day, Councillors, D Balmer, T Copeland, G Smid, G Holland, R Isaac, R Brown, J Atkinson, M Howard and 3 members of the public.</p>													
<p>22/121 Apologies for Absence: Cllr R Meadows, Unitary Councillors</p>													
<p>22/122 Chairman’s Report – For Information Only. The village sign has been installed and the Chairman will hold an official unveiling over the next few weeks. Stone plaque’s will be sourced shortly.</p>	Chairman												
<p>22/123 Special Meeting held Tuesday 13th September 2022 Proposed: Councillor D Balmer Seconded: Councillor M Day</p>													
<p>22/123 Minutes of the Meeting held on 22nd September 2022 Proposed: Councillor T Copeland Seconded: Councillor M Howard</p>													
<p>22/124 Any Matters Arising 22/076 Any Matters Arising Clerk to contact the Monitoring Officer for authorisation to transfer funds from the Lap and Leap S106 Funds for the previous 3 years’ grass cutting and repair and maintenance to the Sovereign Grange Play area for £3823.30. Danny Moody (CALC) will be notifying the Clerk as to who the S106 Monitoring Officer is. Clerk to chase response. The Clerk still awaiting a response from Danny at NCALC as to who the S106 Monitoring Officer is to request this transfer.</p>	Clerk												
<p>The Parish Council received a request from Kings Cliffe Active for a contribution to the cost of building a pump track at the bottom of the Kings Cliffe Active site for the deposit account (£51,757.15) Village Field. The Chairman clarified again that this fund is Hypothecated Reserves so cannot be used for this purpose.</p>	Chairman												
<p>Shop Parking – The Clerk contacted North Northants regarding the parking still no notice for customers to park at the back of the village shop.</p>	Clerk												
<p>22/118 Correspondence Received Correspondence was received from Mr Ian McGlyn regarding 2 styles he found "unsafe" just before Willowbrooke and one style marked off so couldn't cross it. Cllr R Meadows will contact him regarding The Right of Way dangerous stiles.</p>	R Meadows												
<p>22/125 Accounts Payable</p> <table border="0" style="width: 100%;"> <tr> <td>Clerk’s Salary Oct £450.00 (September Expenses £48.60)</td> <td style="text-align: right;">£498.60</td> </tr> <tr> <td>KCA Room Hire 22nd September 2022</td> <td style="text-align: right;">£20.00</td> </tr> <tr> <td>Energy Audit of Kings Cliffe Active - Grant</td> <td style="text-align: right;">£957.52</td> </tr> <tr> <td>Npower Business Solutions (September)</td> <td style="text-align: right;">£376.62</td> </tr> <tr> <td>D Shaw – Cemetery & Church Grass Cut 9th September</td> <td style="text-align: right;">£285.00</td> </tr> <tr> <td>External Audit – PKF Littlejohn 2021/22</td> <td style="text-align: right;">£240.00</td> </tr> </table>	Clerk’s Salary Oct £450.00 (September Expenses £48.60)	£498.60	KCA Room Hire 22 nd September 2022	£20.00	Energy Audit of Kings Cliffe Active - Grant	£957.52	Npower Business Solutions (September)	£376.62	D Shaw – Cemetery & Church Grass Cut 9 th September	£285.00	External Audit – PKF Littlejohn 2021/22	£240.00	
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It was agreed the Clerk will research the prices of Defibrillators and Cases as the quote received from Defib Warehouse for the case was £594.00 and the Defibrillator £1104.00.

Clerk

Proposed: Councillor G Holland Seconded: Councillor R Isaac

22/126 Financial Position

Bank Balances: As of 6th October 2022

Current £43,076.13:

Deposit £70,377.32: (£51,757.15) of this is for the Village Field (**Hypothecated Reserves**)

Bequest Account Re: Cemetery £842.54 (**Hypothecated Reserves**)

Nationwide Business 95 Day Saver:Section106Lap&Leap (**Hypothecated Reserves**)£61,313.95 as of 31/3/22 (Statements Annually)

Cambridge BuildingSocietySaver:Section106Lap&Leap (**Hypothecated Reserves**) £60,179.82 as of 31/12/22 (Statements Annually)

Income: Cemetery: £150.00

22/127 Planning Applications - <https://publicaccess.east-northamptonshire.gov.uk/online-applications/>

NE/22/01230/TCA - T1 - laurel, reduce crown by 1.5m and remove 3 lower limbs. **50 West Street Kings Cliffe. Recommend Approval (Support)**

NE/22/01244/FUL - Proposed new dwelling. Land Adjacent and Rear of **43 West Street Kings Cliffe. Recommend Approval (Support)**

NE/22/01226/VAR - Variation of condition 3 to allow for revised roof design to accommodate landing window pursuant to Application NE/21/01323/FUL - Demolition of brick lean-to additions to rear; replace single-storey rear extension. Location: **28 West Street Kings Cliffe. Recommend Approval (Support)**

NE/22/01234/VAR - Variation of condition 5 to allow for revised roof design to accommodate landing window pursuant to Application NE/21/01324/LBC - Demolition of brick lean-to additions to rear; replace single-storey rear extension **28 West Street Kings Cliffe. Recommend Approval (Support)**

NE/22/01196/FUL & NE/22/01195/LBC - Replacement of 8 x existing double-glazed windows with equivalent hardwood replacement units. **2 The Dovecote Park Street Kings Cliffe. Recommend Approval (Support)**

NE/22/01245/TCA - Gingko Biloba - to remove and possibly stump via sectional felling **19 West Street Kings Cliffe. Recommend Approval (Support)**

Planning Applications granted by NNC

NE/22/00951/LBC - New conservation roof light to west elevation **3A The Dovecote, Park Street, Kings Cliffe**

A discussion was held concerning the Planning H2 and Cllr J Atkinson will follow up and report at our next meeting

Cllr J
Atkinson

21/127 External Audit – PKF Littlejohn

External auditor report 2021/22 On 28 September 2022, we issued a report detailing the results of our limited assurance review of Sections 1 and 2 of this authority's Annual Governance & Accountability Return for the year ended 31 March 2022. We explained that we were unable to certify completion of the review at that time. We are now in a position to certify completion of the review. The external auditor report given in Section 3 of the Annual Governance & Accountability Return requires amendments as follows: Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The clerk of any local council should always be an employee if they are remunerated for the role, and required to be registered with HMRC in accordance with the Joint Panel on Accountability and Governance Practitioners' Guide. The clerk can therefore not be self-employed, please ensure this is addressed in a timely manner. We note the internal auditor responded 'not covered'

to internal control objective 'G' as a result of this. Please note that Box 4 should comprise payments made in relation to the employment of staff including only gross salary, employers' national insurance contributions, employers' pension contributions, gratuities for employees or former employees and severance or terminations payments to employees. Employment expenses which are benefits (mileage, travel, etc.) and items of reimbursement of expenses for postage, stationery or other outlays made on behalf of the smaller authority are not staff costs for the purpose of completion of the AGAR in accordance with proper practice. Please restate Boxes 4 and 6 in next year's prior year comparatives.

Other matters not affecting our opinion which we draw to the attention of the authority:

We note that Section 1, Box 9 and Section 2, Box 11 in respect of trust funds has been left blank, the smaller authority has confirmed that it does not act as sole managing trustee for trust funds, and thus the responses should have been 'N/A' and 'N/A' respectively. The smaller authority should ensure the AGAR is fully completed in future

Proposed: Councillor G Holland Seconded: Councillor R Isaac

21/128 Funded pond opportunity for the Parish

Wildplaces met with Claudia Bernadini from the Newt Conservation Partnership, looking for new sites for pond creation or restoration. Our Chairman will make contact to find out more details regarding the possible sites that would benefit:

1. The Common - land at the top of Oak Lane, where Geoff will be planting trees this autumn. A pond here would be of great amenity value, as well as for wildlife, and could also mitigate the flooding issues reported by people at the top of the estate.
2. The Horsewater - it may be that they would help to restore this site and again fund the ongoing maintenance.

He will update us at November's meeting.

Chairman

22/129 Parish Council Facebook Page

To be carried over to the November meeting.

22/130 Road and Footpath Repairs

22/107 Speed Warning Signs - Clerk to also contact Highways regarding the A47 Junction regarding the light issue previously raised in February 2022. Clerk to chase response from Highways.

Clerk

Cllr R Brown updated on the proposed footpath contractors. Decisions on which footpaths are most urgent need to be considered and approved contractors contacted to get an idea of costs.

Cllr R Brown

22/131 Marquee Hire – update on List of Confirmed Bookings

Cllr D Balmer circulated the amended booking form which was approved. May Bank Holidays, 6th and 26-29th May 2023 to be reserved for Kings Cliffe.

Proposed: Councillor D Balmer Seconded: Councillor M Day

22/132 Allotments – update on allocation of Allotments

Clerk to email list of tenants and Tenancy Agreements for consideration for 2023.

Clerk

22/133 Speed Warning Signs – update on progress of the approved scheme

Cllr J Atkinson is arranging for a site visit to arrange the license and we will then be in a position to apply for a grant.

Cllr J Atkinson

22/134 Village Beacon – update on Proposals

To be carried over to the November meeting.

<p>22/135 Vacant Garages – update from Longhurst Homes To be carried over to the November meeting.</p> <p>22/136 Daleswood Rise proposed Development Neil Gilliver, Development Services Manager, Warwickshire Rural Housing Association will update to when they are ready to present something to the Parish Council.</p> <p>22/137 Platinum Jubilee Tree Planting The samplings are due for delivery beginning of November. Once received the Parish Council will consider locations.</p> <p>22/138 Horse water – Removal of Trees Several trees have been reported as “unstable”. Cllr J Atkinson will visit the site to consider the appropriate action.</p> <p>22/139 Elephant Trap Chairman will meet Cllr R Meadows to discuss and update at November’s meeting.</p> <p>22/140 Parking at the Village Shop Parking sign that was supposed to be erected at the back of the shop on West Street as part of planning permission. Clerk to contact Planning.</p> <p>22/141 Collapsed Wall opposite Village Hall Clerk to write to the owners of 45B West Street regarding the re-instating of the collapsed wall.</p> <p>22/142 Reports from our Representatives Augean has an open day on Saturday 5th November 10 am – 1 pm and all visitors are welcome. Village Hall is in the process of setting up and Health & Safety Policy and Fire Risk Assessment.</p> <p>22/143 Burial Board Report Cllr T Copeland will meet Shaws on the 28th October to discuss the pruning of the lime trees. Agreed for an additional grass cut for Churchyard and Cemetery.</p> <p>22/144 Gazette entry – November 2022 Discussed and Agreed</p> <p>22/145 Police: Crime Report/JAG Our Police Liaison Representative is currently on holiday so no reported activity this month. The County Police Fraud Team are hoping to give a presentation on Fraud for the benefit of the Parish. We are proposing this takes place before our next meeting at 6.30 pm on Thursday, 10th November.</p> <p>22/146 Correspondence Received Neighbourhood Plan Website - the domain name is now due for renewal and will expire in a couple of weeks. Cllr J Atkinson and Cllr T Copeland will look at the website to review what needs transferring to the Parish Council website so this domain can be removed.</p> <p>The next Meeting will be held at 7.30 pm on Thursday 10th November 2022 at Lower Ground Floor Community Room Kings Cliffe Active.</p> <p>Signed _____ Date _____</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr G Holland</p> <p>Cllr J Atkinson</p> <p>Chairman Cllr R Meadows</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr T Copeland</p> <p>Clerk</p> <p>Cllr J Atkinson Cllr T Copeland</p>
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