

# FINAL EXTRAORDINARY PARISH COUNCIL MEETING MINUTES

## Scaldwell Parish Council

Tuesday 14<sup>th</sup> July, 2020. 6 pm

This meeting took place remotely using ZOOM

**Chairman:** Mr Eugene O'Leary

**Parish Clerk:** Hayley Cawthorne; **Address:** Rose Cottage, Station Road, North Kilworth, Lutterworth, LE17 6ER

**Email:** [scaldwellpc@gmail.com](mailto:scaldwellpc@gmail.com)

**Website:** <http://www.scaldwellvillage.org/council/>

Councillors present: Cllr E O'Leary (Chairman)  
Cllr D Cross (Vice Chairman)  
Cllr M Vinton  
Cllr D Masterson Jones  
Cllr R Wilson  
Cllr P Long

Clerk to the Parish Council: Hayley Cawthorne)

District Councillor Kevin Parker

Scaldwell Residents 0 parishioners

20/090	Explanation given of how the virtual meeting would proceed
20/091	<b>Public address</b> Nothing raised.
20/092	District Councillor J. Harris sent his apologies
20/093	<b>RESOLUTION to accept the following declaration of interest: Cllr Wilson – next door neighbour to planning application DA/2020/0466. Cllr Wilson did not engage in the discussion around this application nor vote on the actions</b>
20/094	<b>PLANNING</b>  i. <b>To consider planning consultation papers and applications and make decisions on comments and actions:</b>  Application No: DA/2020/0466 Location: 1 The Green, Scaldwell, NN6 9JY Description: Works to and removal of a tree in a conservation area <b>RESOLUTION for Scaldwell Parish Council to support application DA/2020/0466 as long a Michael Venton agrees to it</b>  Application No: DA/2020/1037 Location: High Hedge Farm, Old Road, Scaldwell Description: Change of DECISION: Pending consideration <b>RESOLUTION for Scaldwell Parish Council to object to planning application DA/2020/1037 owing to the following material considerations:</b>  1. <b>Transport/Access</b> – the application states that there are five cars parked on site currently, (presumably one for each of the B&B guests) and that this will not increase. This is not correct. The track to the development, (which is called Packers Lane) is steep, poorly surfaced and lacking

	<p>illumination. It is a farm track intended for tractors and rugged farm vehicles, not domestic cars. Further, there is no formal access onto Old Road, just an unsurfaced junction with the farm track. To introduce a volume of domestic traffic in this location would be inappropriate.</p> <p>The access to the highway from the site is dangerous owing to poor visibility as a result of the trees and the location of the bridge.</p> <p>2. <b>Lack of Information</b> – there is an extract plan of the corner of a field included in the application but this does not illustrate the red-line boundary of the farm or the total area for which consent is applied. Scaldwell Parish Council’s concern is that if a change of use of the land is permitted, this could lead to a much wider development of B&amp;B lets on the site with caravans and mobile huts covering the entire area of ownership. The application should not even have been registered without a formal red-line boundary plan included.</p> <p>3. <b>Location</b> – the application site is an area of agricultural land in the open countryside. Whilst of no specific landscape value, any development in this location will lead to noise and light pollution of the countryside and will impact on the local wildlife. We see no environmental or ecological investigation report within the application but the area is known as a habitat for owls and bats and any development will impact upon this.</p> <p>4. <b>Noise</b> – There have been a number of complaints from villagers regarding the noise levels coming from the site, particularly into the night/early morning, alongside reports of people wandering off footpaths into privately owned fields</p> <p>There was a successful PD application in 2016 which sought consent to convert an aspect of a former barn into residential accommodation. A further application followed in early 2020 which sought to regularise breeches of the previous consent, this was also successful.</p> <p>It is noted that this is the second retrospective application in quick succession forwarded by the applicant who appears to have adopted an approach of acting first and seeking consent as an afterthought.</p> <p>ii. <b>To receive planning application decisions:</b> None</p>
20/095	<p><b>To consider our future approach to communicating planning application issues to parish residents and agree actions accordingly</b></p> <p><b>RESOLUTION for Cllr O’Leary to write an article for the Parish Newsletter explaining why the Parish Council went out to the parish on the recent two applications. Explain that the Parish Council has a noticeboard upon which meeting agendas and draft minutes are posted, and they hope to have their website up and running again soon <a href="https://www.scaldwellvillage.org/council/">https://www.scaldwellvillage.org/council/</a></b></p> <p>District Councillor Kevin Parker was to look into photos of site notices on recent applications and send and update accordingly</p>
20/096	<p><b>To discuss the issue of Fly tipping within Scaldwell parish and agree actions accordingly</b></p> <p><b>RESOLUTION to contact Daventry DC asking if Fly Tipping signage can be installed, along Mill Lane in particular.</b></p> <p><b>RESOLUTION for Cllr O’Leary to write an article for the Parish Newsletter to explain the Parish Council’s current approach to dealing with the fly tipping situation</b></p>
20/097	<p><b>To agree a budget allocation from general reserves (£250) for a contribution to be put towards a solution to reduce fly tipping in Scaldwell Parish</b></p> <p>No resolution agreed at present</p>

20/098	<p><b>To receive an update from the Playing Field Working Party regarding the re-opening of the play area and playing field, including a review of the Covid-19 post lockdown risk assessment and health and safety checks, and agree actions accordingly</b></p> <p><b>RESOLUTION to support the reopening of the Scaldwell Playing Field and Play Areas</b></p>																																																											
20/099	<p><b>To consider the Annual Accounts for year ending 31 March 2019</b></p> <p>a) To receive the internal auditors report for 2019/20  b) <b>RESOLUTION to approve the internal audit AGAR report</b>  c) <b>RESOLUTION to approve the annual governance statement (AGAR) section 1</b>  d) <b>RESOLUTION to approve the annual governance statement (AGAR) section 2</b>  e) <b>RESOLUTION to confirm the analysis of variances supporting the AGAR submission to PFK Littlejohn</b>  f) <b>RESOLUTION to set the notice period for the exercise of public rights from 16/07/2020 to 01/09/2020</b></p>																																																											
20/100	<p><b>Finance &amp; Administration</b></p> <p><b>RESOLUTION to authorise Payments (two Cllrs to sign cheques) as per below:</b></p> <table border="1"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Purpose</th> <th>VAT</th> <th>Cost</th> <th>Total Amount</th> </tr> </thead> <tbody> <tr> <td>001207</td> <td>The Community Heartbeat Trust Solutions</td> <td>Defibrillator installation and support fee</td> <td>£576.00</td> <td>£2,850.00</td> <td>£3,456.00</td> </tr> <tr> <td>001208</td> <td>Northants CALC Ltd</td> <td>Zoom 101 Chairman Training</td> <td>£0.00</td> <td>£38.00</td> <td>£38.00</td> </tr> <tr> <td>001209</td> <td>Hayley Cawthorne</td> <td>July Salary (plus overtime hours for website and June Covid work)</td> <td>£0.00</td> <td>£365.60</td> <td>£365.60</td> </tr> <tr> <td>001210</td> <td>HMRC</td> <td>July PAYE</td> <td>£0.00</td> <td>£91.60</td> <td>£91.60</td> </tr> <tr> <td>001211</td> <td>Hayley Cawthorne</td> <td>May expenses</td> <td>£0.00</td> <td>£15.30</td> <td>£15.30</td> </tr> <tr> <td>001212</td> <td>Hayley Cawthorne</td> <td>Office supplies (files)</td> <td>£1.68</td> <td>£8.31</td> <td>£9.99</td> </tr> <tr> <td>001213</td> <td>Hayley Cawthorne</td> <td>Office supplies (file dividers)</td> <td>£0.85</td> <td>£4.10</td> <td>£4.95</td> </tr> <tr> <td>001214</td> <td>Hayley Cawthorne</td> <td>Printer cartridge (multi)</td> <td>£2.69</td> <td>£13.45</td> <td>£16.14</td> </tr> </tbody> </table>						Chq	Payee	Purpose	VAT	Cost	Total Amount	001207	The Community Heartbeat Trust Solutions	Defibrillator installation and support fee	£576.00	£2,850.00	£3,456.00	001208	Northants CALC Ltd	Zoom 101 Chairman Training	£0.00	£38.00	£38.00	001209	Hayley Cawthorne	July Salary (plus overtime hours for website and June Covid work)	£0.00	£365.60	£365.60	001210	HMRC	July PAYE	£0.00	£91.60	£91.60	001211	Hayley Cawthorne	May expenses	£0.00	£15.30	£15.30	001212	Hayley Cawthorne	Office supplies (files)	£1.68	£8.31	£9.99	001213	Hayley Cawthorne	Office supplies (file dividers)	£0.85	£4.10	£4.95	001214	Hayley Cawthorne	Printer cartridge (multi)	£2.69	£13.45	£16.14
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20/101	<p><b>Clerk Recruitment update and agree continuation of delegated authority to the Chairman and Vice-Chairman for all recruitment matters</b></p> <p>Fiona Young is no longer in a position to take on the role of Clerk from August 2020.  <b>RESOLUTION to re-advertise for the Clerk and Responsible Financial Officer role</b>  <b>RESOLUTION to delegate authority to the Chairman and Vice-Chairman for all recruitment matters.</b></p>																																																											
20/102	<p><b>Delegated authority</b>  No longer required</p>																																																											
20/103	<p><b>Confirm date for the next Parish Council Meeting</b>  Parish Council Meeting – Thursday 30<sup>th</sup> July, 6 pm</p>																																																											
20/104	<p><b>Meeting closed at 19:35.</b></p>																																																											

**Signed:** Hayley Cawthorne

Clerk to Scaldwell Parish Council

**Dated:** 30/07/2020

**Signed:** Eugene O'Leary

Chairman to Scaldwell Parish Council

**Dated:** 30/07/2020