

THORPE MALSOR PARISH COUNCIL

Minutes of the Ordinary Meeting of Thorpe Malsor Parish Council held as a virtual meeting on 1st March 2021.

Present: Cllr F Pope (Chair), Cllr E Stevenson, Cllr C Holborow, Cllr J Rawson,
Cllr H Sharp (acting Clerk)
No members of the public attended.

1. Apologies for absence

None.

2. Declarations of Interest

None.

3. Approval and signature of minutes of the Ordinary meeting of 11th January 2021.

The minutes were approved without amendment and will be signed by the Chair when possible.

4. Matters Arising

None.

5. Open Forum (public participation session).

No members of the public attended.

6. Finance

a) To receive the Finance Report and approve the Schedule of Payments.

The Clerk presented the latest financial statement. Cllr Pope advised that other village organisations would be making donations to partially cover the cost of the defibrillator and the remainder would be covered by a grant already received. It was resolved to approve payment of invoices detailed on the schedule (copy attached).

Action: Clerk to submit the payment outstanding.

Cllr Pope to organise receipt of donations from Village Hall and Social Club committees.

7. To consider any actions required prior to May 2021 elections.

The Clerk reported that further information has now been received from Electoral Services at KBC advising that printed copies of nomination papers will be posted out to parish councils during w/c 8th March, for distribution to anyone wishing to stand for election on Thursday 6th May 2021. The last day for Councillor nominations to be handed in will be Thursday 8th April 2021.

It was agreed to advertise for Councillor candidates on the website, notice boards and social media pages now.

Action: The Clerk to add on the village website and display on Parish & Church noticeboard.
Cllr Pope to organise village social media announcement.

8. To receive a report following inspection of the council's assets.

The report had been circulated to Councillors prior to the meeting (copy attached). It was noted that the Noticeboard is budgeted for replacement in the next financial year. It was agreed that whilst the bus shelter presented no risk it would require some repair, which is not included in the 21/22 budget. Cllr Pope advised that AJ Mills, stonemasons based in Rothwell, have previously carried out renovation work on the stone trough; it was suggested that it might be possible for gentle cleaning to be carried out by volunteers from the village. It was noted that it has been previously agreed that the bench seat in front of the Hall gates will be replaced and adopted as an asset of the parish.

Action: Cllr Holborow will further inspect the bus shelter and report back to members.
Clerk to research suppliers of replacement noticeboards following May elections.
Clerk to investigate options for cleaning of stone trough and report back to members.

9. To review and approve the Council's Risk Assessment Policy.

The Clerk reported that a model risk assessment policy had been requested and received from NCALC but required some modification. It was agreed that this item be deferred until the next meeting of the Council.

Action: Clerk to review, circulate and include on next meeting Agenda.

10. To receive an update on the defibrillator project.

Cllr Pope advised that North Northants First Responders (NNFR) had recently contacted the council and, through their suppliers, could obtain a defibrillator at a more competitive price than previous quotations. The Village Hall Committee and Social Club had agreed to donate towards the cost and, together with the grant previously obtained from Cllr Hakewill, this would fully cover the purchase price. It was noted that NNFR had agreed to install the unit free of charge and provide training once the equipment has been installed. The Social Club has agreed to locate the unit on a wall outside the club, with the option to supply power, if required.

Action: Cllr Pope to progress the project with NFFR.

11. To receive an update on the Short Lane verge improvement project.

Cllr Holborow advised that five Red Horse Chestnut trees, plus timber for construction of guards, had been delivered; he and Cllr Sharp had decided on the location and spacing, and four trees had been planted that day, with temporary guards put in place for protection. The fifth tree will be heeled-in within the Hall garden until existing trees on the lane can be assessed during the summer. The permanent tree guards are under construction. It may be necessary to obtain help when setting in the permanent guard posts. Cllr Pope offered to make enquiries with contractors to assist with this.

Action: Cllrs Pope and Holborow to continue to progress the project.

12. To receive an update on the bench seat project.

Cllr Sharp reported that a local carpenter had been approached but could not carry out the work. She advised that suppliers recently recommended by KBC did not have suitable products

and, given the location in a noted green space within the conservation area, it would be preferable to commission construction of a new bench seat matching the design and size of the existing seat. It was agreed that this option be further investigated and it was noted that the flowers in the green space were now emerging, precluding replacement for some months. Cllr Sharp proposed enquiring if Tresham College might be interested in undertaking the project with their carpentry students. Cllr Rawson suggested a carpenter known to her and another local carpenter was also suggested.

Action: Cllr Sharp to contact Tresham College and the second local carpenter.
Cllr Rawson to contact her carpenter.

13. To consider planting of wild flowers in selected open spaces within the village.

Cllr Sharp proposed that the council consider planting areas of open space within the village with wild flowers and suggested the western verge along Eagle Lane, up to the village sign, plus the area between the established grass and hedge on the eastern verge of Short Lane. She also proposed that the council consider improving the narrow verge bordering Church Way, between the nursing home and churchyard, but thought, given its width, the verge might be unsuitable for wild flowers.

Cllr Holborow advised that the areas proposed would need to be completely cleared of weeds and prepared prior to sowing wild flower seed. Given the size of the area it was considered this might be too large a project to complete in the current year and it was proposed that a trial be carried out on the smaller Eagle Lane verge. All councillors were in agreement.

Councillors agreed that the verge along Church Way would probably be more suitable for spring bulbs/shorter flowers and it was agreed this should be considered further at the end of the summer.

14. The date of the next meeting was not set.

The meeting closed at 8.55 pm.

Signed:(Chair)

Date:

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SCHEDULE OF PAYMENTS

Accounts to be passed for payment 1st March 2021

* Denotes paid in advance of meeting.

Payee	Details	Amount	Power
* Hassett Fencing Ltd	Tree guards Short Lane Project	£166.14	Open Spaces Act 1906, s10
* Double Yew Nurseries Ltd	Trees x 5 Short Lane Project	£390.00	Open Spaces Act 1906, s10
Defib Store	Defibrillator	£1,224.00	Funded by grant & donations.
Total		£1,780.14	

FINANCIAL STATEMENT

Bank Balances at 21 st December 2020		Expected Balance after payment of above invoices
Business Premium Account	£631.71	£631.71
Business Current Account	£5067.15	£3,287.01
Total	£5698.86	£3,918.72

No Receipts since 21st December 2020

THORPE MALSOR PARISH COUNCIL

REPORT: HEALTH & SAFETY AND MAINTENANCE INSPECTION OF COUNCIL ASSETS

ITEM	INSPECTION OBSERVATIONS	H & S RISK	MAINTENANCE REQUIREMENT
Ancient Village Well & Water Trough	Structurally in good condition but some mould/fungi present.	None	Consider professional evaluation of condition?
Bus Shelter	Part of plastic guttering & some roof tiles missing. Accumulation of leaf debris on roof. Roof lining split in numerous places. Shelter is no longer waterproof.	Low	Replace roof lining & some guttering. Replace a number of roof tiles. Clear out dead leaves.
Bus Shelter Bench Seat	Very good condition but dusty.	None	Clean
Bus Shelter Litter Bin	Very good condition.	None	None
Picnic Bench Play Area	Very good condition. (Purchased in 2017)	None	None
Public Bench Church Way	Good condition. (Slats repaired & repainted 2017)	None	None
Public Bench Short Lane	Good condition. (Repainted in 2017)	None	None
Tree Bench by Hall Gates *	Poor condition (Budgeted replacement 20-21)	Medium	Replacement
Memorial Seat Church Yard	Good condition	None	None
Red Phone Box	Good condition. (Repainted in 2018)	None	None
Table Tennis Table	Good condition	None	None
Noticeboard	Poor condition (Budgeted replacement 21-22)	Low	Replacement
Laptop & Printer	Good condition but requires RAM upgrade. (Budgeted 21-22)	None	Upgrade RAM

* This seat was erected by a resident of the village and is not currently owned by the Parish Council.

Date of inspection: 24th February 2021

Inspected by: Cllr Sharp Signature:

Date of next scheduled inspection: February 2022