

MEDBOURNE PARISH COUNCIL

Minutes of Meeting held on Monday 1 February 2021

711.0 ATTENDANCE

Present : Cllrs Gidley-Wright, Shaen-Carter, Caffrey and Easton

Also present: Parish Clerk (MF), Mark Tomkins (Aubergine), two members of the public, Cllr Rickman (HDC).

712.0 DECLARATIONS OF INTEREST

None

713.0 REQUESTS FOR DISPENSATION

None

714.0 MINUTES OF PARISH COUNCIL MEETING (held 4 January 2021)

714.1 These were agreed with one amendment : to remove reference to a 'speeding' vehicle in item 703.1 and any reference to a police investigation.

715.0 PUBLIC REPRESENTATIONS (also via Zoom)

715.1 It was noted that consideration is being given by the Village Hall Committee to the introduction of a web-based payment system for hall bookings in the future. MF will liaise with the Hall's Chair in information concerning other potential change to the website. **Action : MF**

716.0 CLERK & COUNCILLORS REPORTS

716.1 It was noted that there has not been any confirmation of an application to fill the current Councillor vacancy, and that two other vacancies are likely to occur in the near future.

Cllr GW will draft a message to place on the website to explain to parishioners of what work is involved and the need for new members. Ideas for further info will be reviewed in March. **Action : CllrGW**

716.2.1 Traffic reduction measures – it was noted that the current action to consider the installation of 'Village Gateways' was in line with *community* consultations over the past years ago – including the work on the adopted Neighbourhood Plan – and should be seen as a first phase of incremental action that will hopefully also include flashing signs in the future.

716.2.2 Confirmation of support to install the Gateways had been received from County Highways. A check will be required that the contractor is compliant for this work and that a suitable formal permit has been secured from Highways. The PC can fund this cost if required. MF will contact LCC again to clarify all the requirements. **Action : MF**

- 716.2.3 Letters had been issued to local addresses that are by the proposed locations of the 'Gateways'. A number of comments had been received on the siting or adjustment to their locations. It was agreed:

Ashley Rd.- no change is required to the proposed location.

Drayton Road – to check position vis-à-vis access to the field and the proximity of drains. **Action : CllrSSC**

Hallaton Road – to check visual sight lines but to retain its proposed location on the road. **Action : CllrSSC**

Uppingham Road – no change to the proposed position at present : a slightly-amended location could be feasible.

- 716.3 A response had been received from County Highways explaining that the PC cannot distribute its own notices against local parking unless there has been a Traffic Reduction Order agreed for the area.

- 716.4 The Parish Precept 2021-22 had been submitted to HDC.

- 716.5 Louise P has agreed to remain as contact for the Village Emergency Helpline for the time being (CllrGW is also on the 'Whatsapp' group).

- 716.6 It was noted that Cllr R had spoken at a HDC Planning meeting about concerns for local flood prevention measures. HDC is to discuss ditch clearances in February, though Cllr R has recommended this be given a district-wide focus, along with a review of flood zones.

717.0 TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:

717.1 Village Hall

The Hall is currently not being used by any groups. Building renovation works are due to start @26 March for 4 to 6 weeks, following further grant funding.

717.2 MEFT

Nothing to report.

717.3 Sports Club

Nothing to report.

717.4 Village broadband/website

See the comments in item 721.0 on the website's accessibility.

718.0 TO CONSIDER AND COMMENT ON PLANNING MATTERS

718.1 Applications to HDC:

Approval has been given by HDC for the 15 houses on Hallaton Road.

718.2 Other planning matters: None

719.0 TO NOTE CORRESPONDENCE RECEIVED:

719.1 Correspondence had been circulated on:

- North Northants Community First Responders
- County Council 'Grass verges project'

720.0 2020-21 BUDGET AND APPROVAL OF PAYMENTS

720.1 **The following payments were approved for February 2021:**

- M Field (salary for February) : **£173.48**
- M Field (stamps & envelopes) : **£32.60**
- Eon (electricity supply to lighting) : **£491.77**
- Aubergine (Website Audit) : **£238.80**
- LRALC Internal Audit : **£170.00**
- Cllr: Shaen-Carter (OS maps) : **£52.76 (inc. VAT)**

[NB This replaces the payment of £44.00 agreed in January.]

720.2 **Bank reconciliation to January 2021** - details had been circulated.

721.0 WEBSITE ACCESSIBILITY REQUIREMENTS

721.1 A short presentation was received from Aubergine, the consultants engaged to undertake an initial Website Accessibility Audit in January 2021. Two checks had been performed - one software based and one as a manual check.

721.2 The audit noted the degree of current non-compliance of aspects to the current website, likely to be a mix of problems relating to non-descriptive links, font size, navigational problems and page / text colours.

721.3 All documents produced by the PC need to be compliant in meeting the accessibility regulations for their style and format : documents produced by external bodies, and included on the PC's site ,do not need to be compliant.

721.4 Discussion noted that remedial action could be either to attempt to amend or patch the existing site or to create a replacement website (with the same three-fold connectivity for PC, Village Hall and general village matters). It was agreed, in principle, to create an alternative website that will be entirely compliant with all current regulations. MF will check Financial Regulations on here on accepting just one quote (between £800 – £1000) or whether further quotes will be required.

Action : MF

721.5 CllrGW agreed to engage with David T on the discussion held at the meeting, and to check on what a change in the site may mean to him and his ongoing work for the website. MF will send copies of the audit reports, plus contact details of the consultants. **Action : MF / CllrGW**

722.0 GRANT APPLICATIONS

None received.

723.0 QUESTIONS TO THE CHAIR

None received.

724.0 ITEMS OF REPAIRS AND MAINTENANCE

724.1 Cllr GW agreed to contact County Highways to request rodding the drainage pipe from the ditch flowing close to the access to the sports field. **Action : CllrGW**

724.2 It was agreed to ask the contractor who will install the Village Gateways to quote for other works to repair the post and gate by the sports field **Action : CllrSSC**

725.0 COUNCIL TRAINING AND RESOURCES

725.1 It was agreed that MF can attend a LRALC training seminar on responsibilities for 'common land' at a cost of £25.00. **Action : MF**

726.0 ITEMS FOR NEXT AGENDA

To be confirmed.

DATE OF NEXT MEETING: *Monday 1 March 2021, 7.30 pm*