



# SIBBERTOFT PARISH COUNCIL

Clerk & RFO: Mrs CE Valentine  
 c/o 20 Styles Place  
 Yelvertoft  
 NN6 6LR  
 clerk@sibbertoftparishcouncil.gov.uk

## THE ORDINARY MEETING OF SIBBERTOFT PARISH COUNCIL

I hereby give notice that a Parish Council meeting will be held on Tuesday 6<sup>th</sup> February 2024 at 20:00 hrs in The Reading Room, Sibbertoft.

To all members of the council, you are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Dated 31<sup>st</sup> January 2024.

Please note that photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted without the Council's prior written consent so long as the meeting is not disrupted. (Openness of Local Government Bodies Regulations 2014). Members of the public and press are welcome to attend. Please make yourself known to the Clerk.

*Clare E Valentine*

### Business to be transacted.

<b>1</b>	<b>APOLOGIES</b>								
	To received apologies of absence								
<b>2</b>	<b>DECLARATIONS OF INTEREST ON THE AGENDA</b>								
	Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a disclosable pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business.								
<b>3</b>	<b>SIGNING OF THE MINUTES</b>								
	to approve the minutes of the ordinary Parish Council meeting held on 5 <sup>th</sup> December 2023 and the Extraordinary Meeting Minutes held on 9 <sup>th</sup> January 2024.								
<b>4</b>	<b>PUBLIC PARTICIPATION</b>								
	Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of three minutes. Members of the public should address their representations through the Chairman.								
<b>5</b>	<b>PLANNING</b>								
	<p><b>1. NEW APPLICATIONS:</b> To consider any applications not otherwise on the agenda.</p> <p><b>AWAITING DECISION</b></p> <table border="0"> <tr> <td><a href="#">2023/6725/FULL</a></td> <td>The Roserie 26 Westhorpe Sibbertoft LE16 9UL</td> <td>Construction of three bay garage with ancillary habitable space above, including demolition of existing building.</td> <td>24/10/2023</td> <td>Pending</td> </tr> </table> <p>To search and comment on applications: <a href="https://wnc.planning-register.co.uk/">https://wnc.planning-register.co.uk/</a></p> <table border="0"> <tr> <td><a href="#">2023/7680/PA</a></td> <td>Sibbertoft Barn Welford Road Sibbertoft LE16 9UL</td> <td>Pending Appeal</td> </tr> </table> <p><b>2. Update on the Neighbourhood Development Plan (NDP)</b>  <a href="https://neighbourhoodplanning.org/about/grant-funding/">https://neighbourhoodplanning.org/about/grant-funding/</a></p>	<a href="#">2023/6725/FULL</a>	The Roserie 26 Westhorpe Sibbertoft LE16 9UL	Construction of three bay garage with ancillary habitable space above, including demolition of existing building.	24/10/2023	Pending	<a href="#">2023/7680/PA</a>	Sibbertoft Barn Welford Road Sibbertoft LE16 9UL	Pending Appeal
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<a href="#">2023/7680/PA</a>	Sibbertoft Barn Welford Road Sibbertoft LE16 9UL	Pending Appeal							
<b>6</b>	<b>MATTERS ARISING AND OUTSTANDING FROM THE MEETING OF THE 5<sup>th</sup> DECEMBER 2023</b>								
a)	<b>59/60 Bus Service</b> Latest progress to continue service								



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b)	<b>Sibbertoft Peace Park</b> Actions for the Parish Council for consideration Landscaping and gardening Open Gardens/fete Banking/ Fund Raising
c)	<b>Kings Coronation and Queens Jubilee</b> Commemorative bricks update for The Pound.
d)	<b>Street Lighting</b> 1) For consideration: quote progress for the replacement of all lighting to LED and energy use.
<b>7</b>	<b>REPORTS, TO RECEIVE AND AGREE ACTIONS REQUIRED IN THE FOLLOWING AREAS:</b>
a)	<b>Highways (Cllr GK) Matters can be reported directly via: <a href="https://fixmystreet.northamptonshire.gov.uk">https://fixmystreet.northamptonshire.gov.uk</a> :</b> 1.1. Highway matters and potholes - potholes along the stretch of the Naseby Road Junction Berkley Street 5457229 28 day ticket for repair from 17.01.24. 1.2. 5449561 Storm drain blocked with silt Naseby Road 28 day ticket as from 16.01.24 1.3. 4438836 Road repairs on Church Street – potholes/ the road has collapsed. 28-day works raised as from 5 <sup>th</sup> June 2023 Project costed and waiting for works to commence– 1.4. 4757878. Water is overflowing on to footpath from the drain bottom of Welland Rise. Investigation: Completed (Defect Found), Defect Repair: Wednesday 27 September 2023 ticket closed. – Project costed and waiting for approval West Northants. 2. Flooding across the road near Westhorpe House. Area survey with camera and progress To note: Anglian Water suggest contacting their river support team to discuss pipework improvements across fields. 3. Roadworks – public notices –pending dates of repairs. 4. To note Anglian Water Sewer Treatment Works – Upgrades to the Water Recycling Centre planned soon.
b)	<b>Recreation Ground</b> 1. To receive any updates for consideration regarding the play equipment and play area
c)	<b>Police Liaison Representative Report</b> To receive information for consideration regarding Police, Fire and Neighbourhood Watch.
d)	<b>West Northamptonshire Council</b> a) To note the Town and Parish Briefing January 2024 b) Tree Strategy 13 <sup>th</sup> February 2024. Councillors invited to participate workshops either online or in person.
<b>8</b>	<b>FINANCE</b>
a)	1. To approve the bank reconciliation statement. Bank balance on 30 <sup>th</sup> January 2024 £12,207.03. 2. To review and approve the effectiveness of the internal audit process
b)	To approve the following payments for February 2024.

Date	Payee	Details	Amount £	Payment method	Power to pay
06.02.24	Clare Valentine	Clerk Salary	402.40	BP	LGA (1972) s112
06.02.24	CPRE	Feb 2024 Subscription	5.00	DD	LGA (1972) s111
06.02.24	Ionos Cloud Ltd	Email monthly fee	4.20	DD	LGA (1972), s111
06.02.24	Tesco Mobile	Parish Mobile Jan 2024	9.00	DD	LGA (1972), s111
06.02.24	Leicestershire Gardens	Oct 23 & Dec 23 grass cutting inv 23/218	450.00	BP	Opens Spaces Act 1906
06.02.24	Compleat Office	Ink invoice SINV00508962	35.33	DD	LGA (1972) s111
06.02.24	Compleat Office	Paper inv SINV00508612	21.53	DD	LGA (1972) s111
		Total	£927.46		



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<b>To note the payments for January 2024</b>			
09.01.24	Clare Valentine	Clerk Salary Dec 9 (INCLUDES NJC BACKPAY)	£617.68
09.01.24	HMRC	Tax December 2023 (was £153.85 payroll advised reduce)	£92.20
09.01.24	E.On Energy Solutions Ltd	Quarterly Street Maintenance ending Dec 23	£138.60
09.01.24	Tesco Mobile	monthly fee	£9.00
09.01.24	Ionos Cloud Ltd	Email monthly fee	£4.20
09.01.24	Yu Energy	Street lighting dec	£352.97
09.01.24	Yu Energy	Street lighting dec	£24.07
23.01.24	BWP Creative	Domain renewal 2 years inv INV-2494	105.60
		Total	£1,344.32
<b>9</b>	<b>Asset Register</b> To review and approve the Asset Register		
<b>10</b>	<b>Grass Cutting</b> The current contract is due to expire, new draft proposal tender for consideration.		
<b>11</b>	<b>Future agenda items</b>		
<b>12</b>	<b>Date of next meeting:</b> Tuesday 5 <sup>th</sup> March 2024 at 8pm in The Reading Room		