



# SIBBERTOFT PARISH COUNCIL

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

## MINUTES OF THE ORDINARY MEETING OF SIBBERTOFT PARISH COUNCIL

Held on Tuesday 5<sup>th</sup> March 2024  
 at 20:00 hrs in The Reading Room, Sibbertoft.

Parish Councillors Kershaw, Brunel-While Walpole, Bickerstaff and Allen.  
 5 Members of public present including Unitary Councillor Irving-Swift.

2791	<b>APOLOGIES</b>								
	Apologies of absence were received and approved for Councillors Basnayake and Parsons (Personal)								
2792	<b>DECLARATIONS OF INTEREST ON THE AGENDA</b>								
	None								
2793	<b>SIGNING OF THE MINUTES</b>								
	It was <b>RESOLVED</b> to approve the minutes of the ordinary Parish Council meeting held on 6 <sup>th</sup> February 2024 as a correct record.								
2794	<b>PUBLIC PARTICIPATION</b>								
	Unitary Councillor Irving-Swift reported that West Northants Council confirmed the budget last week with a 4.99% increase on council tax. As the HS2 project is being scrapped the Government are redirecting £162M to the Council over the next 7 years. It is thought this funding maybe put towards roads and transport. The 'West Northants' app is now available across West Northants and has a host of helpful information which is available to access on your phone or tablet. In April time there will be a public consultation about adult social care and they encourage residents to comment to help improve services. Unitary Councillor Parker was recommended to help the PC with Highway matters and noted he has been exceptionally helpful with Church Street issues.								
2795	<b>PLANNING</b>								
	<p><b>1. NEW APPLICATIONS:</b>          To consider any applications not otherwise on the agenda. - None</p> <p><b>DECISION – This was noted.</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>22/02/24</td> <td>Refused</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 – noted.</td> </tr> </table>	<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.	22/02/24	Refused	<a href="#">2023/7680/PA</a>	Sibbertoft Barn Welford Road Sibbertoft LE16 9UL	Pending Appeal – noted.
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2796	<b>MATTERS ARISING AND OUTSTANDING FROM THE MEETING OF THE 6<sup>th</sup> of FEBRUARY 2024</b>								
a)	<p><b>Request for the Parish Council to sponsor / coordinate a village-wide consultation on the physical assets of Sibbertoft that define its unique character, appearance, and value to current and future residents.</b></p> <p>To consider a request from a member of the public regarding asset mapping and ACV's.</p> <p>The matter was discussed, and some points of interest and physical assets are either owned by the Parish Council or West Northants Council so would not require listing. Assets were identified in an asset mapping project last year for the principal authority by the Parish Council. The Reading Room for example is charity protected. It would not be appropriate for St. Helens with an active cemetery to be considered and outside our remit. Footpaths and Bridleways are already protected. The Parish Council has previously resolved not to register the Red Lion Pub as an ACV and two representatives provided a report and explanation on how this would be detrimental to the village and put off interested buyers in future should they wish to sell. It was <b>RESOLVED</b> to note the letter with no further action.</p>								



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b)	<p><b>West Northamptonshire Local Plan - Parish Engagement – SIBBERTOFT</b></p> <p>To consider the local plan documents relating to the parish for response to WNC. To note the first draft of the plan is due out 4<sup>th</sup> March 2024 for comment, with an 8-week consultation. It was <b>RESOLVED</b> for the Chairman to draft a response to the document and circulate. Councillor Allen had identified information for comment. Clerk to circulate the draft plan as soon as it is available.</p>
c)	<p><b>59/60 Bus Service</b></p> <p>It was noted that Stagecoach has taken over the contract for continuous service. To note WNC is also in the process of developing the Local Transport Plan and bus strategy.</p>
d)	<p><b>Sibbertoft Peace Park</b></p> <p>Actions for the Parish Council for consideration</p> <p>Landscaping and gardening – Councillor Bickerstaff reported that the group has planted over 2000 bulbs. The group has been carrying out some heavy work including pruning the holly hedge to get it under control and keep as natural as possible. Thank you to the volunteers who have also completed several tip runs.</p> <p>Open Gardens/fete – The Open Gardens event has 13 gardens signed up and the aim is to raise £3k in funds to go towards path work.</p> <p>Banking/ Fund Raising - The Chairman reported the group at looking at applying to 12 organisations for grant funding. Path work and grants will need three quotes. Banking paperwork is prepared and signatures from councillors Kershaw and Bickerstaff required by Lloyds Bank.</p>
e)	<p><b>Kings Coronation and Queens Jubilee</b></p> <p>Commemorative bricks update for The Pound – Councillor Bickerstaff is working on glazing and firing the bricks, and one brick needs to be remade.</p>
f)	<p><b>Street Lighting</b></p> <p>Report from Councillor Parsons on street lighting and energy – Report noted from Councillor Parsons including the change of lighting to LED recommendation to have no further action until the spring of 2025 when we know there is sufficient monies raised on the precept to pay for the installation. Matters are being investigated regarding YU Energy and energy usage.</p>
<b>2797</b>	<p><b>REPORTS, TO RECEIVE AND AGREE ACTIONS REQUIRED IN THE FOLLOWING AREAS:</b></p>
a)	<p><b>Highways (Cllr GK) Matters can be reported directly via: <a href="https://fixmystreet.northamptonshire.gov.uk">https://fixmystreet.northamptonshire.gov.uk</a> :</b></p> <p>1.1. Highway matters and potholes – The Chairman reported he had logged 20 potholes around the village on fixmystreet for attention during February with quoted lead time of around 26 weeks repair some potholes are particularly bad. Potholes along the stretch of the Naseby Road Junction Berkley Street 5457229 closed as completed 12.02.24</p> <p>1.2. 5449561 Storm drain blocked with silt Naseby Road – scheduled for gully repair.- see below</p> <p>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– TTRO(23/24) W741 - Church Street, Sibbertoft. Installation of new gullies on the above road between Naseby Road and Berkley Road. The road is closed for up to five days at off peak times from the 11th March 2024. – It was reported this work is not starting on the 11th March – awaiting update and explanation.</p> <p>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. – We are awaiting the update on the project approval from West Northants. – noted awaiting update.</p> <p>1.5. Flooding across the road near Westhorpe House. Area survey with camera and progress – linked with above. To note: Anglian Water suggest contacting their river support team to discuss pipework improvements across fields. – noted awaiting update.</p>
b)	<p><b>Recreation Ground</b></p> <p>1. To receive any updates for consideration regarding the play equipment and play area. Councillor Bickerstaff has inspected the area and nothing to report, other than very minor issue with a loose step on the pirate ship to attend to.</p>



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c)	<b>Police Liaison Representative Report</b> To receive information for consideration regarding Police, Fire and Neighbourhood Watch. Councillor Allen provided a report on the latest information that will accompany the webpage minutes. A link to register and information for people who qualify the priority list in the event of a power cut.
d)	<b>West Northamptonshire Council</b> 1. To consider the offer from the WNC and Kier Tree planting project - We would like to work with the local Parishes to identify areas where small 'pocket woodlands' of up to 10 trees can be planted. The trees would be donated by Kier for the parishes to plant and maintain. It was <b>RESOLVED</b> to apply for the trees which could be used in the Peace Park. Information on variety of tree available needed. 2. To note - free portrait of the King on order (suggest offer to The Reading Room?) It was <b>RESOLVED</b> to approve the order.
<b>2798</b>	<b>FINANCE</b>
a)	1. It was <b>RESOLVED</b> to approve the bank reconciliation statement. Bank balance on 27 <sup>th</sup> February 2024 £10,533.96 2. It was <b>RESOLVED</b> to review and approve the effectiveness of the internal audit process. 3. It was noted the Internal Audit (NCALC) is booked for Mid-April.
b)	It was <b>RESOLVED</b> to approve the following payments for March 2024.

Date	Payee	Details	Amount £	Payment method	Power to pay
05.03.24	Clare Valentine	Clerk Salary Feb 2024	402.60	BP	LGA (1972) s112
05.03.24	HMRC	PAYE March 2024	98.80	BP	LGA (1972) s112
05.03.24	CPRE	Feb 2024 Subscription	5.00	DD	LGA (1972), s111
05.03.24	Ionos Cloud Ltd	Email monthly fee	4.20	DD	LGA (1972), s111
05.03.24	Tesco Mobile	Parish Mobile Jan 2024	9.00	DD	LGA (1972), s111
05.03.24	C Dickinson	Noticeboard varnish	47.81	BP	LGA (1972) s142
08.02.24	Yu Energy	Street Lighting Feb	370.93	DD	Highways Act (1980) s301
08.02.24	Yu Energy	Street Lighting Feb	24.68	DD	Highways Act (1980) s301
08.02.24	G Kershaw	Reimbursement noticeboard pins	4.99	BP	LGA (1972), s111
		Total	£968.01		

\*Noted to thank C Dickinson for varnishing the noticeboard.

<b>2799</b>	<b>Asset Register and General Risk Assessment</b> It was <b>RESOLVED</b> to approve the Asset Register and adopt the General Risk Assessment.
<b>2800</b>	<b>Grass Cutting</b> Five contractors were issued with tenders and one contractor applied. The tender was reviewed, and it was <b>RESOLVED</b> to proceed with Leicestershire Gardens for the 2024 mowing season who was the previous contractor. (three-year tender) The Chairman is to liaise with the contractor regarding the start of the new tender in particular the cutting of the playing field for football, grass cuttings around the memorial and a regular fortnightly cut.
<b>2801</b>	<b>Correspondence – Noted</b> 1. Have your say on our plans to improve Air Quality. Consultation closes midnight Sunday 17 March 2024. <a href="https://westnorthants.citizenspace.com/public-health/have-your-say-on-our-plans-to-improve-air-quality/">https://westnorthants.citizenspace.com/public-health/have-your-say-on-our-plans-to-improve-air-quality/</a> 2. Latest available grants WNC <a href="https://www.westnorthants.gov.uk/community-safety-and-emergencies/community-funding-grants-framework">https://www.westnorthants.gov.uk/community-safety-and-emergencies/community-funding-grants-framework</a> 3. Feedback from the WNC Tree Strategy Survey ( Cllr Allen) Further spaces available for public to attend <a href="https://www.eventbrite.co.uk/e/west-northamptonshire-tree-strategy-public-engagement-workshops-tickets-825096113687">https://www.eventbrite.co.uk/e/west-northamptonshire-tree-strategy-public-engagement-workshops-tickets-825096113687</a> Cllr Allen to register for 15 <sup>th</sup> March 2024. 4. WNC are co-ordinating a spring clean for March and would like Parish Councils to join in: <a href="https://www.westnorthants.gov.uk/news/west-northants-council-tackle-litter-spring">https://www.westnorthants.gov.uk/news/west-northants-council-tackle-litter-spring</a>



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	<p>5. <a href="https://www.gov.uk/government/news/six-week-martyns-law-consultation-launched">https://www.gov.uk/government/news/six-week-martyns-law-consultation-launched</a>. Martyn's Law will place a requirement on those responsible for certain venues to consider the threat from terrorism and implement appropriate and proportionate mitigation measures. Relevant to small premises capacity of 100 such as village halls.</p> <p>6. WNC have set the budget for 2024-2025 with a Council Tax increase of 4.99%, in line with the Government's threshold, generating extra funding of around £13.1m – with 2% of the increase going towards funding adult social care and representing an average increase on a Band D property of £84.52 a year, the equivalent of £1.63 a week.</p>
<b>2802</b>	<b>Future agenda items</b> Village litter pick
<b>2803</b>	<b>Date of next meeting:</b> Annual Meeting of the Parish 19.30hrs Followed by the Ordinary Parish Council Meeting Tuesday 2 <sup>nd</sup> April 2024 in The Reading Room.  Meeting closed at 21:06hrs



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### Police Liaison Representative update – March 5 2024

### Northamptonshire Talking Newsletter – March 2024 edition

Access the newsletter [here](#)

Highlights in March's edition:

- ERA offers expert tips on home security when renovating – including Easter competition
- Details for those eligible to join the SP Energy Network's Priority Services register (for example, people over the age of 60, those with children under five years of age, or those with chronic illness or mobility issues).
- The Rt Hon Chris Philp MP reflects on the Government's recent Anti-Social Behaviour Action Plan

Plus:

- Register for the March series of crime prevention webinars - click [here](#).
- NEW Crime prevention booklets available to buy in the Neighbourhood Watch shop - click [here](#). Cost is £5 + delivery.

### Four ways to frustrate a fraudster

Fraud accounts for almost 40% of all crime, affecting some three million people in a year in England and Wales (1 in 17 people).

Fraudsters can use highly manipulative methods. Nobody is immune, but we can make it more difficult for fraudsters to be successful.

#### **1. Stop to check who's really contacting you**

Fraudsters often call or message people, pretending to be from their bank, other well-known and trusted companies, or even someone they know. They can be very convincing, particularly if they already have some personal information, e.g. from social media. Having earned their victim's trust, they often ask them to hand over confidential information, make a payment or give them access to their phone or computer.

How to reduce your risk

Never take calls or messages like this at face value – always take time to stop, think and check if the caller or sender is who they say they are. If you've received a suspicious call or message:

- **Don't** be rushed into a quick decision – think very carefully before handing over money, personal details or access to your device.
- If you have any doubts, **hang up** and do not call any number they provide.
- Be aware that fraudsters can spoof phone numbers, so the number that seems to be calling you may not be proof of who they are.
- **Always** check with the organisation directly using contact details that you know are correct, such as those on a utility bill, the company's official website, or, if it's a bank, the number on the back of your card or by calling 159 (see this website for details of the 159 service: <https://www.tiaa.co.uk/blog/call-159-to-check-if-a-call-from-your-bank-is-genuine>).
- If you receive a message from a family member asking you to send money, use known contact details to check if it's real.



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### 2. Don't automatically trust offers and click on links

"Half-price tickets to a sold-out gig!", "Incredible savings on a last-minute holiday – hurry!"

Fraudsters know that most people love a bargain, so they use discounts, time pressure and FOMO (fear of missing out) to pressure them into paying out for non-existent deals. Or they urge people to click on links in phishing messages that can take them to a fake website, where the fraudster can steal cash and personal details, or infect the victim's device.

How to reduce your risk

If you see a tempting offer:

- **Don't** be rushed into a quick decision – always take time to stop, think and check if the message, offer or advert is genuine.
- **Don't** automatically click a link, particularly in messages that you weren't expecting.
- If you're not 100% sure, **don't** use the link to click through – go direct to the organisation's website.
- **Avoid** paying by bank transfer or virtual currency (e.g. bitcoin).
- **Always** stay on trusted websites and use the website's recommended payment methods.

**Think** carefully before you hand over any money or personal details.

### 3. Don't use the same passwords for different accounts

Lots of people use the same password for multiple accounts, such as email, bank accounts and social media accounts. While it means fewer passwords to remember, if a fraudster gets hold of that password, they can access all of their victim's online accounts.

How to reduce your risk

Create a different password for each account. Too difficult to remember them all? You can keep track of passwords using a password manager, or by using three random words to make harder to guess passwords more memorable.

- **Never** choose a password that features names, places and numbers that are personal to you.
- **Always** choose a different password for each account that is strong and hard to guess (if you can't change them all at once, prioritise your email account).

### 4. Always switch on "2-step" verification

Even if someone has chosen strong and unique passwords for their email and bank accounts, there's always a risk – however small – that a fraudster can get hold of them. If they do, there's nothing to stop them accessing those accounts to steal money and other personal details.

How to reduce your risk

Setup 2-step verification (2SV) on your accounts, e.g. email, bank accounts, social media accounts. 2SV works by asking for more information to prove your identity when you're logging into an online account. It's one of the most effective ways to protect your online accounts from criminals.

For more information, please visit: <https://stopthinkfraud.campaign.gov.uk>