



HELMDON PARISH COUNCIL

MINUTES



of the meeting of Helmdon Parish Council, held in the Reading Room, Church Street, Helmdon on **22 June 2022** at 7:30pm.

Present: Cllrs Gray, Harris, Hosea, Marchant (Vice-Chair), Moody (Chair), Plunkett, Thorpe, Wheeler and Charmaine Jay (Clerk)

In attendance: 3 members of the public

020.To receive and approve apologies for absence

Apologies were received from Cllr Bearman.

RESOLVED: To approve Cllr Bearmans absence.

021.Declarations of Interest

None

022.Approval and signature of the minutes of March 23 & May 25, 2022

RESOLVED: That the minutes be signed without amendment.

023.Matters arising

The meeting arranged at the Reading Room with the Priory Fields developers on Thursday 7th July. Due to another event, Reading Room is no longer available. Cllr Marchant is to speak the The Fat Landlord.

031.Consider how to move forward with the playground

Item 031 was moved by the Chair due to Dan Phillips having to leave the meeting.

Dan Phillips was approached by Helmdon Parish Council to repair 5 posts in the play area.

It has since become evident that the job to replace the posts were of a much bigger scale than initially thought.

It was recommended that Helmdon Parish Council get quotes to repair/ replace equipment.

RESOLVED: Clerk to get in touch with PlayDale equipment to get a quote for repairing/ replacing equipment.

024.Open forum (15min max- 3 min per person)

- Concern was expressed that the tree chosen for the Queen's Green Canopy is suitable for the location due to the size.
- Update was requested on the Snapshot book. The book arrived on 22nd June and was going to be proof read.
- Information requested regarding the Best Village signs. Cllr Moody to chase.
- The grant for the Churchyard was questioned when they were to receive. Helmdon Parish Council are waiting for BACs details.

025. To receive an update from HS2 liaison officer from recent meetings.

West Northamptonshire Marshall for HS2 is now appointed.

Information regarding the oak tree Radstone Road was requested due to ensuring the tree is remaining there.

RESOLVED: Cllr Marchant to speak to Andy Smith.

026Finance

a. To receive the financial report and consider invoices to be paid

RESOLVED: That the following bills be approved for payment:

Payee	Invoice number	Purpose	Amount
DCK Payroll	3200	Payroll services	£12.00
R & G	118601	Grass Cutting	£182.40
PlaySafety	63462	Play area inspection	£88.20
		Total	£282.60

b. To approve the Annual Governance and Accountability Return for the year ending 31 March 2022

The Annual Governance Statement was considered. It was agreed that all responses were in the affirmative with the final trust funds statement marked as not applicable.

RESOLVED: The Annual Governance and Accountability Return ending March 2022 be signed.

027To receive an update from the recent 'Warm Helmdon' meeting

Warm Helmdon are in the early stages of collating information regarding different types of heating and the best way to insulate a house.

RESOLVED: To note the new group has started in the village and we wish them well.

028To receive the report of the Asset Mapping Project working group

A report was given with current entries with what the Asset Mapping working group had collated over a period of 3 months and was reviewed by the council.

RESOLVED: Councillors to let clerk know by 30th June 2022 if there are any amendments.

029 To receive an update from Station Road Working Group

Cllr Thorpe awaiting quotes from NCC Regulations.

RESOLVED: Station Road Working Group to recommend what to do with the land.

030 To receive an update regarding the Tow Group

Tow group have scheduled a meeting with the Reading Room. There was a discussion about who would pay for the Reading Room for Tow Group Larder.

RESOLVED: Clerk to write to the chair of the Reading Room to seek clarification.

032. To receive an update regarding the village defibrillator

Cllr Gray spoke to the charity that provides the defibrillator and would like information from when defibrillator was installed.

RESOLVED: Clerk to find out information and forward on to Cllr Gray.

033 To receive an update from ICC (Internal Controls Councillor)

Cllr Thorpe stated that on 16th June 2022, he scrutinized the accounts using the ICC checklist. He confirmed that all was in order.

RESOLVED: To note the report.

034 To review the following policies:

- a. Co-option policy**
- b. Equal Opportunities policy**
- c. Financial Reserves policy**
- d. Grievance and disciplinary policy**
- e. Health and Safety policy**
- f. Risk Assessment policy**
- g. Sickness & Absence policy**
- h. Training & Development policy**

There be no substantive changes items A-H were taken together. A couple of references to dissolved committees were noted and it was agreed that the documents should be re-written in gender neutral language.

RESOLVED: That the policies be adopted subject to the clerk making the minor amendments.

035 Close

RESOLVED: To close the meeting (21.22)