

# SILVERSTONE PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING held on MONDAY 12 AUGUST 2024

Meeting commenced at 8.02pm

## Present

- **Councillors**
  - Greg Lavers – Chair (GL)
  - Mark Bladon – Vice Chair (MB)
  - Martyn Nash (MN)
  - Mark Haynes (MH)
  - Michelle Webb (MW)
  - Mohamad Djahanbakhsh (MD)
  - Sally Cann (SC)
  - Bruce Benyon (BB)
- **Clerk to Silverstone Parish Council**
  - Ross Sands (RS)
- **Members of the Public**
  - 7 x member of the public

## 1. Apologies of absence:

- **Councillors**
  - Tim Coleman (TC)
  - Dermot Bambridge (DB)
- **Absences approved**
  - Proposed: MW
  - Seconded: MH
  - All Cllrs voted in favour

## 2. Requests for Dispensations, Declarations of Interest, Gifts and Hospitality

- None

## 3. Open to the public (Max. 15-minute session):

- Mac McConnell
  - Requested to read out email sent to the PC. GL refused the request and the PC will respond via email
- Mark Dolman
  - Raised their email regarding draft minutes on the website. GL confirmed that draft minutes will be made available on the website

## 4. Councillors to approve and the Chair to sign the minutes of the last Parish Council Meeting:

- BB queried the CIL policy. GL confirmed that it was included on the June 2024 meeting as it was omitted from the APCM in April 2024
- Minutes approved as a true and fair record
  - Proposed: MW
  - Seconded: MH
  - All Cllrs in voted in favour

## 5. Report back from the Chair of:

- **Finance Committee**
  - MH – Current spending is on track to meet the budget. No overspends as of August 2024
- **Leisure Enhancement Committee**
  - BB circulated two reports.
    - Police Liaison report for information
    - War Memorial report. BB confirmed that this item has been in the last two editions of N&Vs. 6 responses have been received and none want the War Memorial replacing but would like the names to be visible. MH asked what approach might be, BB confirmed that the use of metal plates on the War Memorial are to be considered. **Action: BB to provide content for wider consultation on website**

and Facebook. Clerk to post on website and Facebook.

- Planning Committee
    - MW – several applications where we couldn't comment on them due to close association with applicant. MW requested we seek clarification of full definition of close associate. **Action: Clerk to seek clarification from NCALC**
6. **West Northamptonshire (WNC) Councillor Update:**
- DB circulated their report.
    - BB agreed to receive any questions and send to DB.
    - GL discussed the double yellow lines. BB read out DB update on yellow lines from amendment to report. MH questioned whether it was a renewing of the double yellow lines on the corner – BB confirmed that it was a separate matter.
7. **Neighbourhood Plan:**
- BB circulated Neighbourhood Plan report
    - BB confirmed that Neighbourhood Plan has been updated with new maps
    - BB confirmed that consultation can be managed online via WNC and therefore will cost less than original £10k budget. MH asked whether we need a public presentation, BB confirmed that its all online but we need some copies in public locations (e.g. library, SRA, etc)
    - GL confirmed that to formally adopt the NP it would need to be presented at the next PC meeting
    - GL extended his thanks to all involved
8. **To receive an update from communication lead Councillors on their discussions with the News and Views Team**
- Discuss budget for the remainder of 2024/25
    - MD questions to the council. Do we agree to consider a budget increase?
      - MN stated that it's a point of contract. MD confirmed that News and Views were given a budget and the question is whether we are prepared to agree a budget increase. MH and GL stated that they would have to put in a formal request for a grant
      - MB questioned what actions have been taken to mitigate the budget increase. MD went through the consultation paper findings (e.g. CPI, RPI, suppliers etc)
    - MH asked whether we think N&Vs is the way we want to get information out to residents. MD referenced the need for a Communications Strategy for the council and determine the role of N&Vs in this. MH confirmed that there was no overspend currently
    - BB asked about the N&Vs earmarked reserves. GL agreed it was a point to consider but factors such as compound interest would need to be considered
    - GL can't agree the spend tonight and would need to come back to a future meeting. **Action: Clerk to write to News and Views regarding the forecasted deficit**
  - Agree the next steps regarding the PCs communications strategy
    - MD to develop a communication strategy to present at September 2024 full council meeting
      - Proposed: MD
      - Seconded: BB
      - MN abstained. All other Cllrs voted in favour
    - MN questioned whether other decisions need to be made to ensure we don't compromise the position of the contact. GL confirmed that we would need to consider the contractual position.
9. **Silverstone Circuit:**
- MH – CLG meeting on 25/07 meeting.
    - Formula One - 480k attendance with 160k on Sunday. 23 crimes reported. 63.5k park and rides. 50k in concert areas. 23 parking tickets were issued. Silverstone had far less issues than previous years however some issues with Cattle End parking
    - Parking Permits – IAG investigating this option
    - Moto GP – taxi drop off in car park 49.
    - Ford Fair – Tickets ask attendee to consider noise
    - Abthopre Road – Closure is under discussion/debate
    - Traffic - Sunday A413 to A43 closure caused traffic to back up. Monday traffic was heavy but cleared by 12.30pm
    - Parking Attendants – overzealous parking attendants at 7.30am to be discussed
    - Silverstone Festival – 100k expected across the weekend
    - Trax – historically noisy event. BB is liaising with local police team

- Control Room - GL visited the control room to view the setup and was very impressive – 100 people who work on it (e.g. council, traffic, emergency services etc). Stuart is going to try and open it up for Cllrs to do a proper tour to learn about it
- Upcoming Events - 21/22 September - Touring Cars. 24 November – RunFest
- **GL Update**
  - Congratulate and thank circuit for ongoing dialogue with SPC. Feels that they have listened to concerns
  - MH – going to continue with the meetings and open meetings in the village.
  - GL asked them to consider more informal meetings with residents
  - GL thanked members of the CLG

**10. Silverstone Recreation Association:**

- **MN Update**
  - Footfall is still positive. New members wanting to join. Still loss making and break even by November/December 2024
  - 3 new projects – Refurbish the kitchen, acoustic wall and tennis court remarking
  - Bar contract to enter negotiation
- BB asked about the charity commission as accounts are not on their website. MN confirmed that SRA has lodged the accounts and its an issue on charity commission website. Accounts can be accessed on SRA website. **Action: Clerk to improve visibility and links to SRA website from SPC website are on the SRA website**
- GL advised that currently SRA grant has been voted on at the AVM but this process will need to change. Community grant request will need to be made and go to a PC meeting to ensure it's a binding decision.

**11. To note the rejection of Brackley Road development and discuss the Parish Council position on future options**

- GL confirmed that this relates to the land between cattle end and rest of the village. The land was meant to be passed over to PC but South Northamptonshire Council didn't carry through the section 106 agreement. A recent planning application was rejected. MH commented that it has potentially been sold. BB asked what can we do legally and MN questioned whether the council could purchase the land
  - PC to investigate further and have a standing agenda item on future meetings (October 2024 onwards)
    - Proposer - GL
    - Seconder - SC
    - All Councillors voted in in favour
- MISCIBLE WEB3 TO LEAD ON THIS ACTIVITY* (GL)

**12. To discuss the current position of the allotments**

- Discussion deferred to September 2024 meeting

**13. To discuss and approve the Parish Council position on the 7.5 tonne weight limit in the village**

- GL discussed the option due to traffic through the village. BB suggested we find out what the WNC perspective is. MW advised we had discussed before and that DB previously raised factors related to diversions, bridges etc
- Agreed to have more detailed discussions with MB taking the lead:
  - Proposer – GL
  - Seconder – SC
  - All Councillors voted in in favour

**14. To approve the recommendation from the Leisure Enhancement Committee to spend £2948.62 on play area repairs including:**

- BB and MW discussion regarding the spring play equipment repairs. GL raised the need to have a play parks plan
- Spend of £2948.62 approved
  - Proposer - BB
  - Seconder - MH
  - All Councillors voted in in favour

**15. To note the following financial administrative processes:**

- Transition from locally hosted Rialtas to cloud hosted Rialtas (Accountancy Software)
- Cancellation of Pear Technology Invoice (Invoice Number 141495): Previously approved for payment at May Parish Council Meeting but was issued in error by supplier
- Greg Lavers Reimbursement of £1191.00 plus VAT for Clerk Laptop
- Nett/gross errors of the following payments from 12<sup>th</sup> June 2024 Full Council meeting. Payments were listed as nett but should have been gross



Gross Amount (£)	VAT Value (£)	Payee	Details	Power
423.72	70.62	DNH Contracts	May 2024 -Dog Bin Emptying and Cleaning	Open Spaces Act
76.44	12.74	Bechtle	MS Cloud Services – May 2024	LGA 1972 S111
34.85	5.81	Peter Holland	Brickle Pocket Park – Water Safety Signs	LGA 1972 S111

- Administrative processes approved
  - Proposer - SC
  - Seconder - MN
  - All Councillors voted in in favour

16. Finance – Payment Made: To note the following payments made in accordance with financial regulations in July 2024

Gross Amount (£)	VAT Value (£)	Payee	Details	Power
832.87		Ross Sands	Clerk Salary - June 2024	LGA 1972 S112
100.00		Ross Sands	Clerk WFH Allowance - April, May, June 2024	LGA 1972 S111
168.00	28.00	PFL Group	Bi-Monthly Inspections of Playgrounds - April 2024	LGA 1972 S111
76.44	12.74	Bechtle	MS Cloud Services - March 2024	LGA 1972 S111
76.44	12.74	Bechtle	MS Cloud Services - April 2024	LGA 1972 S111
76.44	12.74	Bechtle	MS Cloud Services - June 2024	LGA 1972 S111
336.00	56.00	Rialtas Business Solutions Ltd	Rialtas Software Training for Clerk	LGA 1972 S111
140.40	23.40	NCALC	Training – Mohamad Djahanbakhsh	LGA 1972 S111
50.00		Silverstone Recreational Association	Room Hire - 13 May 2024	LGA 1972 S111
200.00		St Michaels Silverstone PCC	Church Room Hire (March - June)	LGA 1972 S111
285.84	47.64	DNH Contracts	Dog Bin Emptying - June 2024	Open Spaces Act
810.00	135.00	NJ Blackwell Garden Services	Grass Cutting - May 2024	Open Spaces Act
1620.00	270.00	NJ Blackwell Garden Services	Grass Cutting - June 2024	Open Spaces Act

- Approval of payments made:
  - Proposer - GL
  - Seconder - MN
  - All Councillors voted in in favour

17. Finance – Payment for Approval: All paid via Bank Transfer online

Gross Amount (£)	VAT Value (£)	Payee	Details	Power
833.07		Ross Sands	Clerk Salary – July 2024	LGA 1972 S112
50.40	8.40	NCALC	Training – Mohamad Djahanbakhsh – 12/07/2024	LGA 1972 S111
50.40	8.40	NCALC	Training – Mohamad Djahanbakhsh – 19/07/2024	LGA 1972 S111
1382.99	68.40	NCALC	Membership Fees YE2025 Internal Audit Service YE2025 DPO Service YE2025	LGA 1972 S111
352.26	58.71	DNH Contracts	July 2024 -Dog Bin Emptying	Open Spaces Act
76.44	12.74	Bechtle	MS Cloud Services – July 2024	LGA 1972 S111
90.00		Silverstone Recreational Association	Room Hire (June 2024) Post Box	LGA 1972 S111
924.00	154.00	NJ Blackwell Garden Services	Grass Cutting - July 2024	Open Spaces Act
910.00		Silverstone Design Solutions	News and Views – August 2024 Edition	LGA 1972 S111

- All payments approved
  - Proposer - GL
  - Seconder - MH
  - All Councillors voted in in favour
- MW requested that we review the agreed services provided by NJ Blackwell Garden Services. **Action: Clerk to provide service agreement**

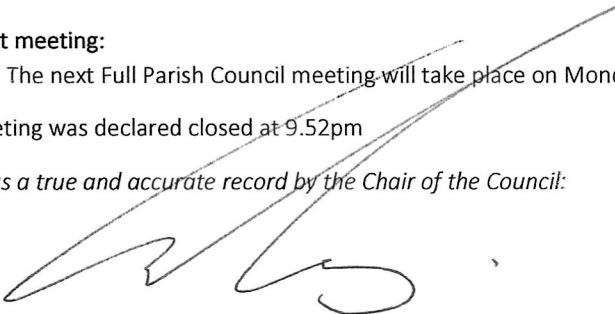
**18. Next meeting:**

- The next Full Parish Council meeting will take place on Monday 09 September 2024

The meeting was declared closed at 9.52pm

*Signed as a true and accurate record by the Chair of the Council:*

Chair:



Date: 9 - Sep - 2024.