

# SILVERSTONE PARISH COUNCIL

## MINUTES OF THE FULL COUNCIL MEETING held on MONDAY 09 SEPTEMBER 2024

Meeting commenced at 8.04pm

### Present

- **Councillors**
  - Greg Lavers – Chair (GL)
  - Mark Bladon – Vice Chair (MB)
  - Martyn Nash (MN)
  - Mark Haynes (MH)
  - Dermot Bambridge (DB)
  - Mohamad Djahanbakhsh (MD)
  - Sally Cann (SC)
- **Clerk to Silverstone Parish Council**
  - Ross Sands (RS)
- **Members of the Public**
  - 16 x member of the public

### 1. Apologies of absence:

- **Councillors**
  - Tim Coleman (TC)
  - Michelle Webb (MW)
- **Absences approved**
  - Proposed: GL
  - Seconded: MB
  - All Cllrs voted in favour

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

- SC declared an interest in Agenda item 14 and would be requested to leave the meeting whilst this item is heard
- GL – Agenda Item 08 to be deferred to 14 October 2024

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

- **Karen Lockton**
  - N&Vs not part of the SPC communication strategy and Parish Council will cease support.
  - Reasonable notice required for cessation
  - Felt the Prish Council had been poorly served by their fellow councillors
  - Thinks it's a ridiculous state of affairs
- **Ann Pullan**
  - Look old oak trees as part of tree survey
- **Carol Mason**
  - Is the council happy to take comments on the draft communications strategy. GL advised to put comments in writing to the clerk and will be distributed
- **Robert Farmer**
  - Concerned about how the proposed double yellow lines will impact the speed of traffic along the road and will. GL advised that this was a planning committee matter
- **Unknown**
  - Rules and regulations, legislative. GL question to the clerk and respond directly
- **Annie Rickard**
  - Are the council going to be distributing the results of village survey?
- **Mark Dolman**
  - Couldn't access meeting documents due to a 404 error
  - On the August minutes Michelle Webb was not listed as taking the lead of the Cattle End item

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

- Minutes approved as a true and fair record. GL added MW to the item regarding Cattle End
    - Proposed: GL
    - Seconded: MB
    - All Cllrs voted in favour. DB Abstained
5. **Report back from the Chair of:**
- a) Finance Committee
- MH – September meeting has been rescheduled to 14 October 2024
- b) Leisure Enhancement Committee
- To receive the War Memorial report
    - BB – Majority of opinion for the installation of metal plaques (costs to be determined). Liaising with War Memorial Trust and Royal British Legion. Aim would be to have the refurbishment completed by 11 November 2025. GL confirmed that costs approval would need to come back to full council
    - GL confirmed that CIL money could be utilised. DB asked whether we could also look at gravel area.  
**Action: GL to contact sub-contractor to restart discussions**
  - To adopt the proposal to refurbish the war memorial and add metal name plates
    - Proposed: BB
    - Seconded: MH
    - All Cllrs voted in favour
  - To receive an update from the Police Liaison Councillor
    - BB – positive feedback from requests to enhance police presence at Trax, no figures available at the current time. Mel Carter has left and a new officer will be taking over. GL requested that the date of the Annual Village Meeting be provided to the new police officer
- c) Planning Committee
- MH – updated on double yellow lines
6. **West Northamptonshire (WNC) Councillor Update:**
- Double Yellow lines – information in the report
  - Allotments – now have a group to take over but the area is currently a big muddy patch. No response from Bovis
  - X91 Bus – Now serving Deanshanger not Silverstone. Emailed WNC as no consultation had taken place. Signage issues with timetables still exists. There is a bus service supported by Buckinghamshire Council which services Silverstone Circuit, Buckingham and Milton Keynes.
  - DHL – Goes to strategic planning committee. Expectation is that the meeting will be oversubscribed and its being shown on the WNC youtube channel
  - WNC Consultations – Climate Change and Trees and Woodland. **Action: Clerk to share on Website and Facebook**
  - GL asked if the bricks, fences and debris can be raised near bovis site: **Action: DB to raise with Bovis**
7. **Neighbourhood Plan:**
- a) To receive an update from Cllr Bruce Benyon
- Neighbourhood plan went out to consultation and amended
- b) To approve the Neighbourhood Development Plan and move forward to consultation
- Proposed: BB
  - Seconded: MH
  - All Cllrs voted in favour
  - GL thanked BB/MH for their work on the NDP. BB reclarified the consultation process. GL requested that BB bring the proposed consultation process to a future meeting. **Action: BB to bring consultation process to a future meeting**
8. **To receive an update from communication lead Councillors**
- This item was struck off and moved to 14 October 2024
9. **Silverstone Circuit**
- To receive an update from the Councils representatives.
    - SC – Minutes have been issued for previous meeting. Next meeting October 17<sup>th</sup>
  - To note and receive the report shared with the community on F1 2024
    - GL – Report circulated on website and social media

10. Silverstone Recreation Association:

- MN – SRA to realign their pricing. Refurbishment of the kitchen to allow serving food. Renegotiating the agreement with the bar. Break even by end of October. £8000 raised from Aston Martin F1 tour. SRA posted accounts on time it was a charity commission issue.
- MN – No parking signs to be erected

11. To discuss the current position of the allotments

- GL – DB has summarised in WNC update
- DB - nothing can happen until we have the proposal for the land handover. Allotment society belongs to the national association so standardised documentation.

12. To note the WNC Community Governance Review on the proposed Silverstone and Whittlebury Parish Council merger

- GL – noted the WNC Community Governance Review decision

13. To discuss the X91 (Towcester to Milton Keynes) bus service no longer serving Silverstone Village

- DB trying to get the bus company to come and speak to the Parish Council. **Action: Clerk to invite Stage Coach to a future Parish Council meeting.**
- MH – mention that at an MEPC meeting the Zeelo shuttle was another bus option
- BB – AbilityCIC run minibuses in the area and pay a subscription that will pick people up. SC discussed this at the community drop in.
- GL – update from MEPC, AbilityCIC and Stagecoach at one meeting
- DB – Nobody understands or trusts the funding approach. BB government potentially looking to put bus services back to local authority

14. To comment on the below planning application:

Reference No.	Location	Proposal
<a href="#">2024/2796/FULL</a>	6 Stocks Hill Silverstone NN12 8UW	Proposed two storey rear extension together with single storey rear extension and alterations

SC left the meeting due to a declared interest

- GL – the item was moved from Planning Committee to Full Council
- Parish Council has no comments on the application
  - Proposed: MH
  - Seconded: BB
  - All Cllrs voted in favour

SC returned to the meeting

15. To note the vacancy of a councillor seat and the process to follow

- GL - Cllr Lee resigned and now need to issue a notice of casual vacancy. We don't have a policy but the documented process ensures that we have a consistent approach. A policy will need to be written
- DB asked for the vote to be in secret. GL commented that they have taken advice and we cannot do a closed vote by law and its also in our standing orders
- MD commented that it could be an opportunity to change our process. Also commented that their was no role profile or description. GL commented that this information is usually detailed in the advertisement. **Action: Clerk to include profile information in the advertisement**

16. To approve the spend of £775.00 to conduct a tree survey of the following sites:

- Brickle Pocket Park, Olney Pocket Park, Old Oak road Play Area, Main Road (near Church St) and T Junction of Little London and Towcester Road (both sides)
  - Proposed: GL
  - Seconded: BB
  - All Cllrs voted in favour

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

- Proposed: MN
- Seconded: DB
- All Cllrs voted in favour

Gross Amount (£)	VAT Value (£)	Payee	Details	Power
833.07		Ross Sands	Clerk Salary – August 2024	LGA 1972 S112
357.30	29.55	DNH Contracts	Dog Bin Emptying - August 2024	Open Spaces Act
76.44	12.74	Bechtle	MS Cloud Services – August 2024	LGA 1972 S111
20.00		Silverstone Recreational Association	Room Hire – July 2024	LGA 1972 S111
1488.00	248.00	NJ Blackwell Garden Services	Grass Cutting - July 2024	Open Spaces Act
235.25	39.21	Rialtas Business Solutions	Accountancy Software	LGA 1972 S111

**18. Exclusion of the Public, including the Press:**

The Chair may move “that in accordance with section 1 (2) of the public Bodies (admissions to Meetings) Act 1960, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted as summarised below.”

Subject to the approval of the above motion the meeting will then move into confidential session.

**Motion Held**

**19. To note and receive the resignation of the Clerk/RFO**

- Chairman to update on the recruitment strategy
  - CL thanked RS for his work as the clerk
- To approve the Staffing Committee’s request to increase the new Clerk’s contract to 20 hours per week
  - Increase of £5000-5500 per annum with an increase of £2000-2500 for the current fiscal year
  - Proposed: GL
  - Seconded: BB
  - All Cllr voted in favour

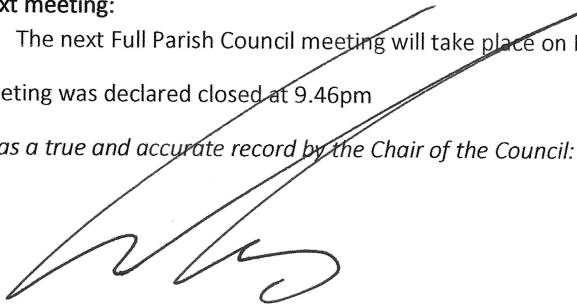
**20. Next meeting:**

- The next Full Parish Council meeting will take place on Monday 11 November 2024

The meeting was declared closed at 9.46pm

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

Chair:



Date: 14 - 10 - 2024