

## **WARMINGTON PARISH COUNCIL**

Minutes of the 12<sup>th</sup> October 2015

7.30pm

In the Village Hall, Warmington.

**629. ATTENDANCE:** Present: Chris Ellard (chairman), Doug Jose, Ian Middleton, Graham Reid, Paul Schofield, David Short and Morag Wilson. Also present: The clerk and 2 members of the public and a local PCSO. Apologies received retrospectively from Jo Simpson. Nigel Rudd had sent apologies that he would be arriving after the start of the meeting.

**630.** There were no declarations of interest.

**631.** It was **RESOLVED** to approve and adopt the minutes of the meeting held on September 14<sup>th</sup> 2015 as a true record of that meeting.

**632. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC / INPUT FROM POLICE IF PRESENT:** There was a discussion regarding highway verges which led to the council agreeing to discuss the matter of protected verges and bee orchids at a later date.

There was crime update from the PCSO in attendance.

**633. DEVELOPMENT AND PLANNING MATTERS:**

a. 15/01701/FUL | 15/01702/LBC | Demolition of garage, outbuildings and conservatory. New garden room incorporating bathroom and conservatory link to house. Strengthening of roof structure and removal of skylight in roof of barn. Replacement door and window to barn. Insertion of damp proof course in walls of barn | 2 Chapel Street Warmington. It was **RESOLVED** that the council has no objections to the proposals in the planning applications nor further comment to make.

b. The refusal of the planning application at the working men's club was reported and briefly discussed.

**634. FLOODING – VILLAGE INITIATIVE:** Update on current situation. Report

The clerk advised that East Northamptonshire Council had the working day before commissioned David Smith Associates (DSA) to manage the culvert cleaning on its behalf. The work would be taking place later during the week and the clerk has written to homes with manholes on their property advising. When questioned as to why, it was clarified that this was in order to expedite effective communication (i.e. hand deliver the letters) to be helpful to East Northamptonshire Council.

The second part of the village initiative into flood resilience, i.e. CCTV reports and photographs of the culverts in other parts of the village, had been circulated during the summer and were briefly discussed. The council is awaiting analysis reports of both of the rounds of CCTV investigations, although the report into the first will be somewhat academic and a verbal report regarding the second from DSA suggests that while there are some issues with blockages and root infiltration, there is not a major cause for concern,

The council is awaiting proposed dates for a meeting to pursue the Emergency Plan / Flood resilience plan with NCC and per minute 572.

**635. CHURCHYARD:**

a. Two quotations had been received in response to the tender document circulated. The clerk had checked with the overseeing architect and shared his advice. It was **RESOLVED** to appoint A M Strickland builder to carry out the works.

b. The clerk had instructed Plough Environmental to carry out the clearance works at the churchyard. They will be starting in the first week of November. David Short will liaise with them to see whether the bonfire pile will be of any use for disposal of rubbish.

c. Notice had been received from the contractor who had been responsible for the maintenance of the rose garden advising of his intent to cease trading on 31<sup>st</sup> October. It was agreed to ask the current grass contractor to quote for taking over this function.

**636. HIGHWAYS:** There was a discussion regarding the possibility of taking up the opportunity of the devolved function of highways verge maintenance, within the 30mph zonal area of the village in order to maintain grass-cutting to an aesthetically pleasing standard and for general community wellbeing. There was confusion in the understanding of the requirements and a consequent reluctance to become engaged with this process, but as the information has already been requested it will be discussed at the November meeting.

**637. FUN FIELD:**

a. An updated plan/map for the fireworks event on November 6<sup>th</sup> had been circulated in advance of the meeting for approval by the members of the fun field committee and the parish council. All matters had been approved by the insurance company in advance. A licence from Elton Estates to hold the event had also been circulated; it was **RESOLVED** to approve the licence which was then signed. The clerk pointed out that this very time consuming exercise had been carried out 2 years ago following appointment of new insurers, which included a policy comprising automatic fireworks cover. It was requested that the fun field committee does not change the arrangements or layout without first letting the parish council know, because there is a risk that the event would not be covered on insurance.

b. It was agreed that the parish council will host a village meeting on November 18<sup>th</sup> at the village hall to explain to the wider community the background to the S106 money for improvement to open green space has reached, with a pavilion as the option focussed on to date, and to look at ways of consulting with the community and end user groups as to potential uses. The necessity for this was questioned; the clerk explained that when planning a relatively high level of capital expenditure, the need for the project should be established by evidence rather than conjecture and anecdotal supposition. If further funds should be required and grants be necessary, evidence of need and community support would be of fundamental importance.

*During this item, at 20.30, Nigel Rudd joined the meeting*

It was agreed to use the same gathering as an opportunity to find out what people would like from a Party in the Park on the fun field the following summer to mark the queen's 90<sup>th</sup> birthday, in common with many other communities around the country.

**638. PLAY AREA –** It was **RESOLVED** to ratify the appointment of Plough Environmental to carry out hedge cutting and the raising of the canopies at the play area. These works would be carried out during November / December

An observation had been received from a member of the public that some of the impact attenuating safety mats under the swings were slippery, especially for children. One of the members had attended the area and tried to clean it over the weekend, having observed the same issue himself, but had not been successful. A suggestion was put forward that the council asks Plough Environmental whether it is able to carry out such work.

**639. NOTICEBOARD –** The noticeboard had been commissioned for installation in August, but had not yet been installed, or made. Quotes for the same product had been received for £1,100, including hand written signage. It was **RESOLVED** to allow the previously appointed person, per minute 557 (15/05) until November 9<sup>th</sup> to complete the work, otherwise the order would be cancelled.

**640. MATTERS ARISING FROM PREVIOUS MEETINGS FOR INFORMATION ONLY AND ITEMS TO NOTE:**

- Lighting on Hautboy Walk on Linden Homes land – The clerk had chased this matter since the last meeting, but there had still not been a reply.
- War Memorial update. The council had been in contact with English Heritage as per the information received from the war memorial trust, but had been redirected to Historic England. The requisite information had been forwarded and a reply awaited.

**641. GOVERNANCE MATTERS:**

a. The clerk reiterated the council's need for a clear asset register, detailing everything the council owns or has responsibility for, as this document should form the basis of the council's risk assessment and insurance procedures, which in turn inform the budgetary requirements going forward. It was agreed that the asset holdings of each committee would be investigated with members directly involved with the committees and a document circulated and adopted for approval by the council at the December meeting.

b. Public Liability: The council was reminded of the importance of considering annual risk assessments in line with expectations from insurance company, monthly play ground checks and safeguarding of employees, members and volunteers. Progress with regard to Wicksteed inspection report or recommendations therein per minute 619 was not reported.

c. Meeting management and structure for formal approval with a long term budget process and management process had not been circulated in advance and could therefore not be progressed. A working party would meet in the interim and prepare papers for consideration with or prior to circulation of the summons to the November meeting.

**642. FINANCIAL MATTERS:**

a. It was **RESOLVED** to approve payment of the following accounts:

Payee	Goods / Service	Nett	Gross	Comment
Village Hall	Village hall hire	24.00	24.00	Cheque
S Rodger	Salary Oct	376.18		Paid s/o
<a href="#">R J Warren</a>	Grasscutting Sept	509.00	610.80	BACS
<a href="#">Eon</a>	Electricity Consumption Sept	301.61	361.93	Paid dd
<a href="#">Eon</a>	Maintenance contract	254.86	305.83	BACS
<a href="#">Eon</a>	Site visit & works	20.00	24.00	BACS
ENC	Dog bin emptying	17.65	21.28	BACS
Graham Reid	Battery for ride on mower	30.00	30.00	Tbc

It was noted that some payments to the account of the fun field committee are being dealt with by the clerk, for payment directly to suppliers in order that an accountable transparent history is accounted for in the proper way.

b. Second quarter balanced accounts had been circulated in advance of the meeting, with full details of expenditure against budget. There were no matters for clarification and the accounts were approved.

**643. RECEIVE CHAIRMAN'S / CLERK'S / COMMITTEE REPORT / UPDATE:** The clerk reiterated the upcoming NorthantsCALC AGM and the importance of attending. Nobody, other than the clerk, would be voting on behalf of or representing Warmington.

**644. CORRESPONDENCE OF NOTE / FOR ACTION:** This had been dealt with as the matters arose during proceedings earlier

**645. CONSIDER FUTURE AGENDA ITEMS / AOB TO BE CARRIED FORWARD:**

- Cemetery standing orders
- Terms of reference for committees

- Next meeting will include a presentation from Midlands Rural Housing into survey to establish affordable housing needs in the parish, and would commence at 7pm to allow for this to happen.
- The letting of the fun field will be addressed at the soonest opportunity as it appears to be costing the village a great deal of money directly and indirectly
- The possibility of a protected verge survey for the sake of rare flora and fauna will be considered at a future date.

*The chairman declared the meeting closed at 21.09*

<b>DATE OF NEXT MEETING: 2<sup>ND</sup> NOVEMBER 2015 <span style="color: red; font-weight: bold;">7.00PM,</span> WARMINGTON VILLAGE HALL</b>		
<b>Approved by Warmington Parish Council:</b>		
<b>Signature of Chairman of following meeting:</b>		<b>Date 2<sup>nd</sup> November 2015</b>