

**WARMINGTON PARISH COUNCIL**

Minutes of the 2<sup>nd</sup> November 2015

7.00pm

In the Village Hall, Warmington.

**472. ATTENDANCE:** Present: Chris Ellard (chairman), Doug Jose, Ian Middleton, Graham Reid, Nigel Rudd, Paul Schofield, David Short and Joanna Simpson (from 7.10pm). Also present: The clerk and 1 member of the public and a local PCSO. Apologies received retrospectively from Morag Wilson.

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

**474.** It was **RESOLVED** to approve and adopt the minutes of the meeting held on October 12<sup>th</sup> 2015 as a true record of that meeting.

**475.** There was a presentation from East Midlands Rural Housing: East Northamptonshire Council (ENC) has a statutory duty to investigate housing needs; in rural areas it is recommended that Housing Needs Surveys are carried out in all villages as part of a rolling programme. ENC works within Northamptonshire Partnership working protocol, which had been circulated in advance of the meeting. Richard Mugglestone, from Midlands Rural Housing and Mark Anslow from Spire Homes expanded on the project and the draft Housing Need Survey and covering letter, which had been circulated to members in advance of the meeting. A brief discussion ensued during which members' concerns and questions were addressed. It is expected that the letter and survey would be distributed during the new year. Richard Mugglestone will liaise with the clerk regarding distribution and publicity. The council is supportive of this project.

**476.** Statements from members of the public / Input from police if present: There was a brief discussion with the police officer present regarding recent activity on farm land involving hare coursing.

**477.** DEVELOPMENT AND PLANNING MATTERS: There were no development matter to discuss

**478. HIGHWAYS:**

a) An offer had been received from Northamptonshire County Council to devolve the grasscutting contract, with the parish council receiving the amount of money that would otherwise be passed to Kier. This allows direct control and the opportunity to ensure that grass is cut for amenity in addition to safety reasons. A specification, scheduled cuts and map for basis of discussion had been circulated in advance of the meeting. It was decided that the parish council will not be investigating the possibility of taking over this function.

b) It was decided not to take any direct action regarding trees blocking the view at the junction of Church Street and Broadgate Way, as the people in the village are used to the junction and the lack of visibility slows down cars at the junction. However, Graham Reid undertook to report the matter via streetdoctor.

c) It was advised that some cherry trees on Spinney Close are a potential issue to a prospective house purchaser and the highways department had given permission for the trees to be pruned.

**479. FUN FIELD:**

a) It was agreed to move the meeting to inform and consult on open green space facilities and #QEII90, party to celebrate the queen's birthday, from the 18<sup>th</sup> to 23<sup>rd</sup> November because the school PFA already had a meeting on the 18<sup>th</sup>; it was felt it important that the PFA is represented at the meeting. It was agreed that details would be sent to village user groups / good causes in the village, inviting them specifically to the meeting, posters would be distributed in prominent places and social media would be used to spread the word.

b) The fun field lease had been distributed prior to the meeting. At the moment there is nothing to discuss, but once plans for the use of the open space S106 money become clearer, the parish council will meet with Elton Estates to advise of its intentions.

c) Costs and income directly associated with the use of the football pitch would be collated by the clerk and future consideration of subsidy of sports groups from outside the village would be considered at a future meeting.

**480. ALLOTMENTS:** A request had been received and circulated in advance of the meeting that the council considers individual sheds at the allotments. There was a discussion considering the options, including the fact that councils are discouraged from holding deposits against future contingencies. It was agreed that the council does not want to pursue the idea of individual sheds at the current time.

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

- There had been no progress or response from Linden Homes regarding lighting on Hautboy Walk
- The War Memorial improvement project was not progressing very well, as it transpire HistoricEngland is not able to offer any assistance. It advised that for technical advice, the council obtains specialist advice from a conservation accredited architect or specialist in war memorials. On request, it had provided a list.
- Churchyard Wall update. Due to the appointed contractor’s workload between now and the end of the year and then the prospect of frost, the repair to the wall will be carried out in the spring.
- Rose Garden update. A quote had been received from the grasscutting contractors, but it was far in excess of what the council is prepared to pay for the upkeep of the area. It was agreed that the chairman would approach the homeowners of the old rectory and ask for the details of their gardener.
- There was a discussion regarding the nameplate to be affixed to the top of the noticeboard. The clerk will discuss this with the contractor.
- There was an update on the flood resilience issue. A copy of the report & CCTV footage of the cleared drain had been circulated in advance of the meeting for information

**482. GOVERNANCE MATTERS:**

a) Asset Register: There was no progress on this matter. It was agreed that councillors with responsibility for specific areas, as agreed at the annual meeting in May, would pass on the information about the assets in their areas. The importance of insuring individual items was explained.

b) The project that had started out as identifying the council’s priorities for the wellbeing of the wider community had now become a meeting management structure overview. It was agreed that there would be a meeting of members and the clerk to try to bring this to a conclusion before the end of the year for adoption as soon as possible and implementation from the Annual Meeting in May.

c) Staff appraisal arrangements – It was agreed that the clerk would meet with the chairman, vice chairman and Joanna Simpon for an appraisal. In the meantime, some advance appraisal forms would be circulated and a ‘360° appraisal approach’ be implemented whereby the council asks for input from outside the council about the clerk. Examples are Sharn Matthews or other people at East Northamptonshire Council, Danny Moody from Northants branch of National Association of Local Councils, contractors or ‘customers’.

d) Public Liability: There had been no progress regarding risk assessments in line with expectations from insurance company or monthly play ground checks. The council’s responsibilities with regard to the specific play areas and the safeguarding of employees, members and volunteers was reiterated. The clerk is to send the inspection check sheets again.

**483. 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	
S Rodger	Salary Nov	376.18		Paid s/o

R J Warren	Grasscutting Sept	509.00	610.80	BACS
Eon	Electricity Consumption Oct	311.67	374.00	Paid dd
Petitt Sports	White Line Marking	154.00	184.40	BACS
Epic Fireworks	Fireworks	844.75	844.75	Paid Bacs
Ironmongers Direct	Padlocks	59.50	71.40	Paid Bacs
Alan Bland	Repairs to strimmer?	86.65	86.65	Cheque
Fun field sundries	Derek Rowell	11.58	11.58	cheque 153
SLCC	Training course	29.00	34.80	Bacs
Anglian Water	Funfield water	58.22	58.22	Bacs
Anglian Water	Allotments water	33.30	33.30	Bacs
Doug Jose	Petrol for strimmer	5.00	5.00	Chq 155

b) A draft budget detailing up to date accounts and balances had been circulated with estimated projected year end balances, capital and revenue/operating requirements for 2016/17 and potential precept. It was decided to leave this matter to the December meeting.

c) It was **RESOLVED** to confirm the council's approval to pay for catering insurance cover for the retired people's party.

d) It was agreed that the clerk will find an account in which deposits in excess of £75,000 can be deposited outside of the Unity Bank, which is easy to set up and withdrawals do not require long notice periods and make the necessary arrangements to set it up, in light of the EU cover of bank balances reducing from 1<sup>st</sup> January 2016.

e) It was **RESOLVED** to obtain a pre-paid Alto debit card to assist with sundry cash purchases from Unity Bank.

**484. RECEIVE CHAIRMAN'S / CLERK'S / COMMITTEE REPORT / UPDATE:** The clerk reported on the NorthantsCALC AGM at which she had represented the council.

**485. CORRESPONDENCE OF NOTE / FOR ACTION:** There was none.

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

*The chairman declared the meeting closed at 9.15pm*

2016 meeting dates: January 11<sup>th</sup>, February 8<sup>th</sup>, March 14<sup>th</sup>, April 11<sup>th</sup>, May 9<sup>th</sup> Annual Meeting, June 13<sup>th</sup>, July 11<sup>th</sup>, September 12<sup>th</sup>, October 10<sup>th</sup>, November 7<sup>th</sup> and December 12<sup>th</sup>.

**DATE OF NEXT MEETING: 14<sup>TH</sup> DECEMBER 2015 7.30PM, WARMINGTON VILLAGE HALL**

**Approved by Warmington Parish Council:**

**Signature of Chairman  
of following meeting:**

**Date 14<sup>th</sup> December 2015**