

WARMINGTON PARISH COUNCIL

Minutes of the 11th April 2016

7.30pm

In the Village Hall, Warmington.

<p>727. ATTENDANCE: Present: Chris Ellard (chairman), Doug Jose, Ian Middleton, Graham Reid, Nigel Rudd, Paul Schofield, David Short, Joanna Simpson (from 7.34pm) and Morag Wilson. Also present: The clerk and members of the public.</p>	
<p>728. RECEIVE DECLARATIONS OF INTERESTS – There were no declarations of pecuniary interest. There was a personal interest declared from Nigel Rudd who is related to someone who works for the planning inspectorate, should planning matters be referred to that body.</p>	
<p>729. It was RESOLVED to approve and adopt the minutes of the meeting held in March 2016 as a true record of the meetings.</p>	
<p>730. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC / INPUT FROM POLICE IF PRESENT: Ollie Sharp, a local teacher, gave a short presentation, with visual aids, on The Green Meadow Festival which will be taking place 12-14 August this year. Since its inception 4 years ago, it has been taking place near Thurning, but this year will be happening on land belonging to Elton Estates on the south side of the A605. The area is planned so that the equipment producing the most noise will be pointing away from Warmington. There will be noise monitoring constantly in the village throughout the event. There will be an opportunity for the primary schools and other good causes in the immediate local area to become involved in a self-fund raising capacity and the organisers stressed their willingness to answer concerns between this evening the actual event. Ollie left the meeting after his presentation.</p> <p>The remaining member of the public requested that there was an opportunity at the end of meetings for public observation as well as prior to the meeting. It was agreed he could comment under ‘matters for next agenda’ this evening.</p>	
<p>731. DEVELOPMENT AND PLANNING MATTERS:</p>	
<p>a. 16/00326/FUL Demolition of working men’s club and proposed residential development of eleven dwellings and associated access 18 - 20 Chapel Street Warmington. It was RESOLVED that the parish council has no actual objection to this application but would submit the following observations:</p> <ul style="list-style-type: none">• The Council is firm in its intention to become involved with the development of a traffic construction and traffic management plan, including ensuring maintenance of the pedestrian access as much as possible during the construction period.• Some of the low cost houses should be set aside for shared ownership purposes and managed via an established housing association• Planning permission should allow for the initial marketing of affordable homes to buy to be made available to people with a local connection to Warmington.• The development should remain in private ownership and not become adopted.• Provision should be made for a S106 agreement or equivalent contribution to open space and to Parish, District and County council services.	
<p>732. MONTHLY INSPECTIONS: There had not been a recent inspection of the play area and fun field to report on, but it was noted that the recent cleaning of the play area had been very much up to the expected standard, which would be passed on to the contractor. The clerk will book the same service for end of winter next year.</p> <p>The new cradle swings had been ordered and installed.</p>	
<p>733. HIGHWAYS / FLOOD RESILIENCE: The clerk reported that the CEG (community enhancement gang) service had been asked to tidy up near the truck stop, clean the bus shelters in the parish, side out the path from the A605 to the village 30mph signs and clear back as much vegetation as possible from that area too. This will happen between May and September.</p>	

<p>734. FUN FIELD: During a telephone conversations with Elton Estate’s land management agents, the chairman had mentioned that it would be ideal to meet to discuss the potential new pavilion at the fun field prior to the village meeting on 25th April. The chairman had mentioned this to the fun field members who had been in contact with someone from the estate suggesting 19th April. The clerk will try to clarify the situation and will reconfirm when a meeting can take place.</p>	
<p>735. ALLOTMENTS: It was <i>RESOLVED</i> to allow a budget of £100 for repairs to the pedestrian gate to the allotment site. Supplies would be bought from Coles and invoiced to the parish council or paid for via the parish council’s card facility.</p>	
<p>736. FLAG POLE: It was <i>RESOLVED</i> to allow a budget of £150 for repairs to the flag pole in the churchyard and the procurement of new flags. Supplies would be bought from Zephyr flags and invoiced to the parish council or paid for via the parish council’s card facility.</p>	
<p>737. ANNUAL PARISH MEETING – 25TH APRIL: Invitation letters had been printed for each home in the parish and would be distributed to councillors after the meeting for hand delivery through letter boxes. Details would be publicised via social media and the website too. Tea and coffee would be available on the evening and in addition to the scheduled matters, the chairman would report on the parish council’s activities and invite interest for co-option to committees.</p>	
<p>738. QUEEN’S BIRTHDAY PARTY: There was to be a meeting of the interested parties the following evening at which some of the specifics of the 19th June weekend’s planned activities would be expanded upon.</p>	
<p>739. DOG BIN REPAIRS: This matter was not discussed at it seemed that a public spirited person had taken it upon themselves to carry out a repair to the problem.</p>	
<p>740. MATTERS ARISING FROM PREVIOUS MEETINGS FOR INFORMATION ONLY AND ITEMS TO NOTE:</p> <ul style="list-style-type: none"> • The litter pick had again been well attended and a good job done. Jo Simpson thanked the chairman for taking over the organisation towards the end when she had to leave. A note would go into 5All thanking the participants. • The matter of the rose garden in the churchyard was discussed. A person had been identified who was willing to look after the area. It was agreed that Morag Wilson would ask him to spend 8 hours over the next week or so weeding the area thoroughly, remove the lavender plants and bring the area to good order, and also to quote for the maintenance of it for the rest of the year. 	
<p>741. GOVERNANCE MATTERS:</p> <p>a. It was <i>RESOLVED</i> to implement the proposal, as circulated in advance of the meeting, for a committee structure. This aims to allow the council to focus on details of more involved matters and give the working of the council’s committees and working groups a framework, insurance and other protections and accountability compliance.</p> <p>The initial structure of the committees would be as follows:</p> <p>Committee A: Community / Land / Events: (To include: Allotments, pocket parks, play areas, Fun Field, litter pick, village festivals, conservation & tree warden, rights of way and churchyard). Parish council members Doug Jose, Graham Reid, David Short, Jo Simpson and Morag Wilson put themselves forward as members. Jo Simpson indicated that she would be willing to be committee chairman. The intention would be that people already involved with the activities of the groups included on this committee would be co-opted as committee members so that they would be able to contribute to the decision making process governing the future of the areas in question.</p> <p>Committee B: Governance: (To include finance, governance policies, cemetery, planning, assets, highways, street lighting, emergency Planning, flood & drainage, alms houses, Warmington charities, village hall, E-councillor and staffing matters). Parish council members Chris Ellard, Ian Middleton, Nigel Rudd, Paul Schofield and David Short put themselves forward as members. Consideration would be given to members of the public who could be co-opted to this committee.</p>	

b. The annual governance statement for 2015/16 had been circulated in advance of the meeting to allow members to consider whether the parish council has a sound system of internal control, including for the preparation of the accounting statement and can answer yes to all the questions in the annual governance statement in section 1 on page 2. It was **RESOLVED** that the council prepared its accounting statements in accordance with the Accounts and Audit regulations, made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge; has only done what it has the legal power to do and has complied with proper practices in doing so; during the year, the council gave all persons interested the opportunity to inspect and ask questions about the authority's accounts; considered the financial and other risks it faces and dealt with them properly; arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council, as a smaller authority; responded to matters brought to its attention by internal and external audit, disclosed everything it should have about its business activity during the year, including events taking place after the year-end if relevant and is not a sole managing trustee of any trusts.

c. Unity Trust Bank has announced that it will be introducing bank charges of £6 plus transaction charges from June 2016. Due to the smaller turnover of the council, the transaction charges will not be applicable (these are for councils turning over in excess of £100,000). It was agreed that bank charges will not be an unusual occurrence among most banks within a short time and that there are no other banks with a thorough understanding of local councils' needs. The level of security against potentially fraudulent activity is high with current arrangements and the audit trail / transparency of transactions is also suitable for the needs of the council. It was **RESOLVED** to maintain the current arrangements with Unity Trust Bank.

742. GOVERNANCE MATTERS:

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

Payee	Goods / Service	Nett	Gross
Village Hall	Village hall hire	24.00	24.00
S Rodger	Salary	529.12	
Eon	March Streetlighting	311.67	374.00
Eon	Quarterly maintenance	254.86	305.83
JetWash solutions	Cleaning	234.62	234.62
SLCC	Conference contribution	8.18	9.79
Wicksteed	Cradle seats	358.00	429.60
East Northants Council	Dog Bin Emptying	35.57	42.68
Elton Estates	Rent for allotments	70.00	70.00
East Northants Council	Cemetery rates (<i>info – dd for year</i>)	135.52	135.52
SLCC	Membership	62.34	62.34
Eon	Streetlight repairs	23.47	28.16
Nassington School	Photocopying (APM leaflets)	21.00	21.00
PCC	Benefice room hire	10.00	10.00

b. It was **RESOLVED** to approve the following Accounting Statement for 2015/16:

	31 March 2015 £	31 March 2016 £
Balances brought forward	30,563	38,719
(+) Annual Precept	30,000	40,000
(+) Total other receipts	41,637	46,908
(-) Staff Costs	5,262	5,959
(-) Total other payments	58,219	33,210
(=) Balances carried forward	38,719	86,459
Total cash and investments	38,719	86,459
Total fixed assets and long term assets	158,303	171,530

743. RECEIVE CHAIRMAN'S / CLERK'S / COMMITTEE REPORT / UPDATE:

- The chairman reiterated the Annual Village (Parish) Meeting leaflet distribution
- It was agreed that members will investigate the possibility of a beacon for discussion at the next meeting

744. CORRESPONDENCE OF NOTE / FOR ACTION:

- A NorthantsCALC survey for councils had been circulated – it was agreed that the clerk should complete this on behalf of the council. Members were reminded of the importance of completing the individual councillors' version.

745. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD:

- DONM 9TH MAY 2016 – This would be the annual meeting of the parish council
- Beacon
- Opportunity for public observation at the end of meetings.

DATE OF NEXT MEETING: 9TH MAY 2016 7.30PM, WARMINGTON VILLAGE HALL

Approved by Warmington Parish Council:

**Signature of Chairman
of following meeting:**

Date 9th May 2016