

## **WARMINGTON PARISH COUNCIL**

Minutes of the 10<sup>th</sup> July 2017

7.30pm

In the Village Hall, Warmington.

**979. ATTENDANCE:** Present: Cllr Chris Ellard, Cllr Nigel Rudd, Cllr Mike Scott, Cllr David Short, Cllr Joanna Simpson (chairman), Cllr David Strafford, Cllr Andrew Stone and Cllr Steve Wallis. Officer present: The clerk; 7 members of the public.

**980. RECEIVE DECLARATIONS OF INTERESTS –** Cllr Nigel Rudd declared a non-pecuniary, personal interest as he is related to someone who works for the planning inspectorate.

**981.** It was **RESOLVED** to approve the minutes of the parish council meeting held in June 2017. The minutes were signed.

**982. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:** A member of the public raised some questions regarding the absence of the war memorial on the agenda. This matter had been discussed at the governance committee meeting the minutes of which were not yet online due to pressures of workload.

**983. CO-OPTION OF NEW MEMBERS OF THE PARISH COUNCIL:** No candidates had come forward.

### **984. DEVELOPMENT AND PLANNING MATTERS:**

- 17/01142/FUL | Two-storey side extension and single-storey rear extension | 12 School Lane Warmington. It was **RESOLVED** that the council has no objections or further comment to make.

**985. NEIGHBOURHOOD / COMMUNITY PLANNING:.** An excellent wide ranging and fully comprehensive scoping report which explains what a neighbourhood plan is, the background to the neighbourhood planning system, how the process gets its powers and what it sets out to achieve had been distributed in advance of the meeting. The point was made that the key to the success of a Neighbourhood Development Plan is that it is truly community led, with a robust evidence base. Emphasis was made on the importance of liaising with land owners, local authorities and other local councils and of bringing together the wide range of community led plans under this overarching project.

a) Proposed Terms of Reference (ToR) for a Neighbourhood Plan Committee, with the inherent setting up of that committee had been distributed in advance - It was **RESOLVED** to adopt the ToR as distributed, meaning that the steering committee leading the plan would be called Warmington Neighbourhood Plan Project Group (WNPPG)

b) It was **RESOLVED** that the plan period will concur with the NNJPU JCS adopted and ENC emerging plans, to 2031

c) It was **RESOLVED** to delegate authority to the clerk to apply for Locality Neighbourhood Development Plan grants to enable the process to proceed – the parish council must apply for the grant.

d) It was **RESOLVED** to further delegate to the clerk procurement powers of any grant funding or other expenditure of allocated budget, in accordance with June meeting minute 953(e)iii . Payments of invoices will be made in the usual way of approval by full council or governance committee

e) It was agreed that there would be a standing item on each full council or governance meeting for a full report to council. The council must act as a scrutiny body, challenging and checking all matters as it is the accountable body in this instance.

### **986. GOVERNANCE MATTERS:**

a) A verbal report of discussions with Elton Estates was received. The importance of ongoing dialogue with major land owners was agreed by the meeting. The wider issues above and beyond housing will be part of the community led planning projects, whereby job opportunities, economic development, increased recreational facilities and a growth zone are potentially important features.

b) It was **RESOLVED** to delegate authority to the clerk for expenditure within the £3,000 grant to the Governance committee/sub-committee(s) via the clerk in consultation with the chairman / members. (per 985(d) above)

c) It was **RESOLVED** to approve the recommendation to waive financial regulations relating to contracts to enable a price to be negotiated without competition. (Financial regulation 11(f) ). This relates to the replacement portacabin style changing rooms currently under consideration. The council is confident that one of the members has extensively explored the market for this project in the process so far and that best value has been achieved. There are limited numbers of suppliers willing to take up the opportunity of supplying the council and the one that has offers a very competitive price.

d) There was a discussion surrounding the possibility of becoming VAT registered. The clerk will make initial enquiries and begin the application process.

e) The internal auditor's report had been circulated in advance of the meeting and was noted and will be acted upon. In particular the matter of the review of financial and other risks facing the council will be considered in November by the governance committee as part of the budget setting recommendation.

f) It was **RESOLVED** to approve officer delegation power to raise payment of invoices between this meeting and September meeting, with authorisation by two signatories in accordance with financial regulations. Electronic sight of invoices to be paid will be adhered to.

g) It was **RESOLVED** to approve application for paying in cash at post office and the relevant forms were signed.

h) It was **RESOLVED** to approve additional bank signatories in accordance with the council's mandate held with the bank. The additional signatories, Andrew Stone, Steve Wallis and Mike Scott will also be online banking authorisers.

#### **987. LAND MANAGEMENT:**

##### **a) FUN FIELD**

i) The updated situation regarding the sports pavilion as the decision to go to tender was not executed was discussed. It was **RESOLVED** to proceed with a planning application for the new changing room unit.

ii) Proposals to provide temporary facilities and changing accommodation for football teams using the playing field were discussed at length but discounted as being too costly.

iii) Details of proposals for use of the field by football clubs during the summer had been distributed in advance

iv) The proposed rent of £1600 for 30 uses by OTFC juniors and £60 per match by other users was agreed. A draft licence agreement for use by football clubs would be circulated for consideration at the September land committee meeting.

*Nigel Rudd left the meeting at this point (8.26pm)*

v) A proposal to flatten the BMX area and weed kill the self-set vegetation was discussed with costs having been circulated in advance. As this is not an immediate priority, the matter would be carried forward to a future meeting.

vi) To save costs on the removal of grass cuttings from the football pitch, a proposal to store grass mulch at the playing field was considered and agreed to. It was agreed that it would be sited in the south west corner of the field, near where the cricket nets had been removed from.

vii) It was agreed to include eco-wood seating at the fun field in an Awards for All grant application

viii) It was agreed to extend the existing grasscutting contract arrangement to allow only the playing pitch area to be cut as a stand alone.

ix) It was decided that procurement of 5-aside goals would not proceed, with the decision as to how to proceed with the 5-aside goals carried forward to the September land management committee meeting.

x) Information regarding emergency repair of the electricity bunker, including pictures, was noted.

xi) The sale of the cricket nets in a way other than agreed per minute 964 was noted.

**b) PLAY AREA**

i) The costs of RoSPA inspection as agreed at the last meeting had been circulated for approval. It was agreed to proceed with an inspection as soon as possible for the play area and fun field.

ii) A report regarding play equipment had been circulated in advance of the meeting. As this was not at the request of the council, not all the information regarding the ownership and lease arrangements were known. During the ensuing discussions, statements indicating that there was a high risk of severe injury to children were made. It was decided that with immediate effect the play area would be closed until an emergency RoSPA inspection could be undertaken. The clerk would make the necessary arrangements to advise as many people as possible via social media and signage that the park is closed and to meet with RoSPA on site and make any reparation arrangements.

c) Long Lane works – it was agreed that the 4 rotten elders would be removed by a neighbour to the area.

**988. FINANCIAL MATTERS:**

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

Payee	Goods / Service	Nett	Gross
S Rodger	Salary		496.92
Nest	Pension		83.66
R J Warren	Fun field cutting	387.74	465.29
	Village cutting	540.02	648.02
S Rodger	Office costs		
Chris Ellard	Refreshments at annual meeting		12.00
David Strafford	Signage for electricity bunker	27.66	27.66
J Howe	Removal of sanitary ware at fun field	140.00	140.00
Anglian Water	Allotments water	27.05	27.05
Anglian Water	Fun Field water	59.81	59.81
Peterborough Window Repairs	Noticeboard repairs	90.00	90.00
P Barton	Plumbing works at fun field	65.00	65.00
Eon	New street lamp in Church St	820.70	984.84
Eon	Quarterly maintenance	244.60	293.52
Eon	Fun Field consumption	47.42	49.79
Anglian Water	Fun field water		99.85
Anglian Water	Allotments water		42.50
Eon	Electricity Consumption	367.19	440.63

b. First quarter accounts had been circulated in advance of the meeting and noted. Bank balances stood at £2,421.69 current account, £65,644.87 deposit and £40,234.69 bond.

**989. NOTICES / CORRESPONDENCE ETC:**

- A meeting with Elton Parish Council to discuss proposals for interim traffic management measures had been postponed because the county council is in the process of putting together proposals.
- Consideration was given to a request from the PCC to write in support of its endeavours to attract grant funding for the upgrading of heating. This was agreed to as the church building is the largest in the parish for community functions and therefore required for use beyond that of the church.
- Wildflowers at Taylors Green and near the roundabout had been brought to the attention of the parish council and noted.
- Streetlighting information regarding the discontinuation of mercury lighting had been distributed in advance of the meeting and was noted for future reference.
- A605 roadworks and closures during August were noted.

**990. DONM 9<sup>TH</sup> OCTOBER** Future agenda items include the war memorial in the churchyard.

<b>DATE OF NEXT MEETING: 9<sup>TH</sup> OCTOBER 2017 7.30PM, WARMINGTON VILLAGE HALL</b>		
<b>Approved by Warmington Parish Council:</b>		
<b>Signature of Chairman of following meeting:</b>		<b>Date 9<sup>th</sup> October 2017</b>