



WARMINGTON COUNCIL
Clerk to the Council: Sarah Rodger
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**Members of the public and press are cordially invited to attend the meeting.
A copy of this agenda is available at www.warmington.org**

To members of the Council

You are hereby summoned to attend a meeting of Warmington Parish Council at Warmington Village Hall on Monday 11th December 2017 at 7.30pm for the purpose of transacting the following business

NOTE: Background papers are available by clicking on the links shown [like this](#)

1. **NOTE ATTENDANCE** - Receive & approve apologies for absence.
2. **RECEIVE DECLARATIONS OF INTERESTS** – Declarable Pecuniary Interests / [applications for dispensation](#) regarding any items on the agenda plus member's personal interests in any matter on the agenda.
3. **APPROVE [MINUTES](#)** of the council meeting held in October 2017 and note [minutes](#) of governance meeting in October.
4. **RECEIVE QUESTIONS AND STATEMENTS REGARDING FUNCTIONS, SERVICES AND ACTIVITIES OF THE COUNCIL FROM MEMBERS OF THE PUBLIC:** Guidelines for public participation are detailed within the council's standing orders, available at www.warmington.org.
5. **CO-OPTION OF NEW MEMBERS OF THE PARISH COUNCIL:** Receive proposals of persons interested in joining the parish council and consider resolution to co-opt them to the parish council. Note: Only persons who have completed an [application to join the council and](#) submitted to the clerk in advance of the meeting will be considered. The applicant(s) will be asked to absent themselves from the meeting while the council deliberates. Co-option policy can be viewed [HERE](#)
6. **CONSIDER DEVELOPMENT AND PLANNING MATTERS:** Consider the planning applications below plus any other planning applications advised by East Northamptonshire Council and available on its [website](#) between the circulation of this agenda and the meeting to which it pertains. (Such planning applications which arrive after the preparation of this agenda that are considered at the meeting, may be subject to review at a later stage). Please note that only matters of [MATERIAL PLANNING CONSIDERATION](#) are relevant in when considering an application

Click on underlined links to view:

- I. Note, **for information only**, not for consideration [17/02553/PDU](#) | Change of use of an Agricultural Building to create a Single Dwellinghouse (Use Class C3 Class Q) and for associated operational development. | Davys Lodge Morborne Road Warmington
 - II. Note withdrawal of 17/01999/FUL - New dwelling to rear of property | 21 Big Green Warmington.
 - III. Conservation area
7. **WNPPG:** Short report on matters covered to date.
 8. **GOVERNANCE MATTERS:**
 - a) Consider [draft budget for 2017/18](#) and potential capital / revenue expenditure up to 2020. Resolve budgetary expenditure and money earmarked for reserve capital expenditure.
 - b) Consider recommended precept for 2017/18 and resolve
 - c) Consider [asset register](#) circulated in November. David Trafford will appraise each item on the register, take a photo, identify current replacement value and ascertain usage and maintenance

information in the case of machinery etc. Consider any additional items to be included in the insurance cover.

- d) Receive draft recommended [Risk Assessment](#), consider and resolve to adopt
- e) Receive draft recommended [Internal Control](#) document, consider and resolve to adopt.
- f) Consider period for exclusive right of burial (proposal is 50 years)
- g) Receive information regarding possibility of more competitive electricity consumption costs. Consider resolution to devolve authority to the clerk, in consultation with the chairman of the governance committee, to tie in a contract price for a fixed period. Agreed fixed period
- h) Note social media management involving promotion of Warmington2031, advising people of pertinent issues and facilitating discussions.
- i) General Data Protection Regulations ([GDPR](#)) – Initial awareness discussion about the upcoming necessity to comply with the new regulations, but more Local Council sector specific advice will be forthcoming in the new year.
- j) Approve NCC empowering communities grant for contribution to community access to the fun field
- k) Authorise training days for the clerk – [Practitioners Conference](#) AND [Regional Seminar](#)

9. COMMUNITY MATTERS:

Urban verge cuts – Note that tender submissions will not be considered at this meeting due to an oversight on two tender processes running in tandem, meaning that it is not possible to differentiate between tender submissions and potential risk of compromise.

10. LAND MANAGEMENT:

a) FUN FIELD:

- i) Update on pavilion installation including breakdown of costs, projected revenue costs & income and finalised letting rates.
- ii) Note [17/02469/FUL](#) | Addition of external illumination to portable changing room (application required by condition 4 of application 17/01503/FUL) – Recreation Ground, Peterborough Road, Warmington. Further, Consider and resolve procurement of security lighting as detailed in the planning application.
- iii) Consider arrangements for cleaning of the changing room unit, engagement, insurance and communication arrangements.
- iv) Consider security arrangements, including ad-hoc access to the outside toilet facilities.
- v) Update regarding removal of gate on Dexter Way entrance necessary to facilitate delivery of the changing room unit. Consider resolution to approve installation of estate fencing panel and hand gate approx. £1200
- vi) Arrangements to ensure that heating is not used irresponsibly. Consider resolution to approve installation of timer switches approx. £80 installed.
- vii) Consider resolution to approve installation of ramp to access outside accessible toilet. Approx. £750 installed.
- viii) Consider resolution to approve improvement of access path from Peterborough Rd entrance – Approx £200

b) PLAY AREA

- i) Receive update regarding defective trimtrail.
- ii) Receive update on other repairs.

c) ALLOTMENTS – Update on sheds and communal area grasscutting

- d) **CHURCHYARD** – Agree to wood mulch for rose beds. Update on disposal of initial weeding/clearance arisings.
- e) **FIREWORKS EVENT** – Feedback, [accounts](#) and consideration for 2018 arrangements.
- f) Consider whether to proceed with repairs to John Deere mower that has been in cemetery shed.

11. FINANCIAL MATTERS:

- a. Approve payments detailed below, plus note invoices paid under delegated officer powers and financial regulations (denoted by *):

| Payee | Goods / Service | Nett | Gross |
|--|--|---------|---------|
| S Rodger | Salary | 2731.86 | 4225.39 |
| Nest | Pension | | 253.52 |
| R J Warren | Funfield repairs and collected cut | 285.00 | 342.00 |
| | Play are hedge and leaf clearance | 433.84 | 520.61 |
| Brian Glover | Allotment grass cutting | | 80.00 |
| Eon | Electricity consumption | 367.19 | 440.63 |
| Eon | Maintenance and repairs | 278.30 | 333.96 |
| Coles | | | |
| Newflame | New fire extinguishers | | 274.90 |
| Plascape * | Trim trail removal | 1497.00 | 1796.40 |
| Plascape* | Zip wire repairs | 861.00 | 1021.20 |
| Plascape* | Play area repairs | 2400.00 | 2880.00 |
| Toolstation screws * | Screws | | 10.93 |
| AVS fencing supplies * | Timber | | 106.43 |
| Anglian Water | Fun Field usage | | 52.97 |
| Anglian Water | Allotments usage | | 40.27 |
| Kirkwells | NDP consultancy | 1800.00 | 2160.00 |
| David Trafford £172.65 | Petrol to see new cabin | | 78.33 |
| | Photos for changing rooms | | 38.87 |
| | Sundries | | 4.45 |
| | Breaker & generator to remove fence | | 48.00 |
| John Atkinson | Seeds | | 24.00 |
| Judith Brashaw | Fireworks expenses | | 130.96 |
| Viking Direct | Janitorial supplies | | 123.25 |
| Petiti Sports | White Liner | 166.00 | 199.20 |

- b. To receive proposals for [virement](#) of budget headings as per report

12. STAFFING MATTERS: Receive update regarding the appraisal discussions; the agreed job description and rhythm of meeting support going forward. Opportunity for members to fully understand the role of the clerk and the role of the RFO and the relationship between those officers and the council. Resolution to approve new contract of employment with the clerk.

13. NOTICES / CORRESPONDENCE ETC:

14. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD: DONM 12TH FEBRUARY 2018 – LAND MANAGEMENT 8TH JANUARY 2018

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|-----------------------------|----------|---------------------------|--------------|
| January 8 th '18 | Land Mgt | February 12 th | Full Council |
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Signed: Sarah Dodger Parish Clerk/Proper Officer

Date: 06 December 2017