

WARMINGTON PARISH COUNCIL

Minutes of the 12th February 2018

7.30pm

In the Village Hall, Warmington.

<p>1071. ATTENDANCE Present: Cllr Chris Ellard, Cllr David Short, Cllr Joanna Simpson (chairman), Cllr David Trafford and Cllr Andrew Stone. Apologies received from Nigel Rudd for personal reasons and Steve Wallis as he was unwell. It was RESOLVED to accept these apologies. Officer present: The clerk; 4 members of the public.</p>
<p>1072. DECLARATIONS OF INTERESTS – There were no declarations of interest.</p>
<p>1073. It was RESOLVED to approve the minutes of the parish council meeting held in December 2017. The minutes were signed.</p>
<p>1074. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC related to a question clarifying that the public would be excluded from the last item on the agenda, (other than next agenda items) concerning the pocket parks.</p>
<p>1075. CO-OPTION OF NEW MEMBERS OF THE PARISH COUNCIL: No candidates had come forward.</p>
<p>1076. URBAN VERGE CUTTING AND MAINTENANCE: A summary of tender submissions had been circulated in advance of the meeting. It was RESOLVED to award the 3-year highways urban verge contract to CGM, negotiating a 12-month review clause as has been agreed with the parish council grass cutting areas.</p>
<p>1077. It was agreed that the clerk can negotiate with CGM a ‘lengthsman’ arrangement for expedient necessary works on an ad-hoc basis (e.g. leaf clearance, minor hedge works, road sweeping, pavement siding out). The clerk will report back following discussions.</p>
<p>1078. DEVELOPMENT AND PLANNING MATTERS: There was a short update on planning application n 17/02219/OUT which had been advised to the council in January – it was noted that planning permission had been granted.</p>
<p>1079. WNPPG: In the absence of Nigel Rudd, Steve Cheeseman kindly gave a short report on matters covered to date on the consultation to date and stage that the options document has reached. The intention is that over the next couple of months every single home and business in the parish is encouraged to take part in the consultation process to help gain the majority community view about how the parish should grow in planning terms and what other information that can be included in a Neighbourhood Plan is important to the community. There will be some exhibitions and the parish council will take advantage of the wider planned activities to gather information for community projects. Steve and the clerk will work together to try to secure some village hall bookings for an exhibition.</p>
<p>1080. GOVERNANCE MATTERS:</p>
<p>a) It was agreed that ‘porting’ the existing website to new platform to bring it under parish council control, to include ability to control content etc. was essential in view of the upcoming GDPR requirements and the cost of the website currently being born by a volunteer. It was agreed that the costs would be recharged and paid by the parish council. A quote has been requested for the cost and once this is known a decision as to how to proceed would be made.</p>
<p>b) The clerk confirmed that once this process was completed, all councillors will receive a dedicated @parishcouncil style email address, in compliance with freedom of information and emerging data protection legislation. (Information from training events make it clear that members should not generally be in email conversation other than with the clerk or other members).</p>
<p>c) It was RESOLVED that the April parish council meeting would be 23rd and the Annual Parish Meeting would be 30th April.</p>
<p>d) A Parish Council newsletter will be distributed in advance of the Annual Parish Meeting in order to encourage attend– to include APM information, dog fouling information, casual vacancy, Neighbourhood Plan and an ‘events committee’.</p>

e)	It was agreed that the items ‘appointment of parish councillors to outside bodies’ and ‘committee way of working / structure in advance, in advance of the May annual meeting of the parish council’ would be considered at the March governance meeting.
f)	The clerk will prepare papers cemetery management for adoption at the March governance committee meeting.
g)	The council has entered a 51-month contract with SSE, with savings likely to be almost 11%. It was agreed that the clerk should meet a prospective street lighting equipment supplier to discuss the savings of switching to LED lighting and would produce a report with findings for a future meeting.
h)	Assets of Community Value would be discussed at a future meeting.
i)	In advance of the May annual meeting a timetable of activities through the year would be drawn up with a view to the formation of a ‘Social Occasions’ committee.
j)	There was no update on NCC and ENC empowering councillor grant applications.
k)	PSPO – It was agreed to remove the Fun Field from the ‘dogs on leads’ order, with a view to the parish council instigating a ‘No Dogs’ order itself, if possible.
1081. COMMUNITY MATTERS:	
a)	Information from Oundle First Responders regarding defibrillators had been circulated in advance of the meeting. It was RESOLVED to proceed with the procurement of an AED from the EMAS in accordance with its recommendations, to be installed at the phone box at the junction of Church, School and Hautboy Lanes, in line with BT requirements. This is likely to cost a little more than in the 2018/19 budget due to the BT AED cabinet requirements.
b)	The clerk passed on the latest update regarding the grant for the war memorial restoration project. The War Memorial Trust has agreed to grant funding towards the restoration of the memorial of £1870, leaving a shortfall of £612 plus contingency. Various families of those mentioned on the monument have pledged to contribute and the parish council has already agreed to cover any shortfall. It was therefore agreed that the project should proceed as planned. It was noted that Dr Stamper has been significant help with his technical and specialist input to this matter for which the council is extremely grateful.
c)	A request had been received from a group in the village investigating historical background to WWI commemorations. This is a group of community focussed and likeminded people with a common interest in bringing personal histories of people who fought in WWI ‘alive’ 100 years later. The parish council is not able to grant to individuals or to unconstituted bodies and no indication was given as to the sums involved. However, it is expected that the PCC will be spearheading a heritage project to co-ordinate the necessary programme to which the council would aim to contribute.
d)	It was RESOLVED to procure a portable gas-powered beacon from Bullfinch in a Battle’s Over design to commemorate the end of WWI. The council will endeavour to list the parish as a participant in the National Tribute WWI Beacons of Light ceremony at 7pm on 11 th November.
e)	Details of Neighbourhood Watch would be publicised at the annual meeting on 30 th April.
f)	Dog bin locations would be carried forward.
g)	The possibility of dog bag provision requires supporting information as to the extent of any problems before any decisions or further discussions can be undertaken.
h)	It was RESOLVED to support the DMMO application to substantiate the footpath claim between Elton Lock and Warmington Lock. The parish council will assist this claim by working with Elton PC to help bring together residents of both communities to provide witness statements confirming the longstanding public use of this path.
i)	Whilst the council fully supports the general principle of additional land for allotment use for residents, further investigation and publicity by means of the annual meeting and newsletter would be necessary to establish evidence of a tangible need.

1082. LAND MANAGEMENT:

a) **FUN FIELD – ONGOING SNAGGING ISSUES WITH CABIN/FOOTBALL CLUB USAGE:**

i) A light had inadvertently been erected at the rear of the cabin. This would be relocated to the front. There was a discussion regarding the need for lighting at the rear, but as there were no overlooking houses to notice whether the light went on and the fact that animals could trigger the PIR, it was felt that another light was not necessary.

ii) It was **RESOLVED** to purchase a push button police standard key safe.

iii) It was **RESOLVED** to allow a budget of £700 for the ramp access to the outside access to the toilet on the cabin.

iv) It was decided that the recommended non-slip decking for access path from Peterborough Road would not be pursued, due to cost, but that paving slabs would be installed.

v) The clerk advised that a cleaning company was trialling the cleaning of cabin.

vi) Boot scrapers – the specification of works for approval and design brief per minute 1063 was approved. Installation costs of £295 quoted were approved but might be slightly more due to the necessity of building a step at the access to the ‘away’ end. The cost of the boot scrapers would be in the region of £550, rather than approved per minute 1063.

b) **FUN FIELD VILLAGE OPEN SPACES – FUTURE PROJECTS** – It was agreed that in order to control costs and the project management of next stage improvements, evidence of the needs of potential users of the funfield, cemetery, pocket parks and play areas must be established to inform the council about the equipment required for the benefit and use of the whole community. This would include additional play equipment. It was agreed that maximum feedback would be gained by making the council’s ‘survey’ part of the upcoming Neighbourhood Plan evidence gathering exercises. The ‘Open Space – Future Projects’ would be included in the upcoming newsletter, would be one of the main focusses of the Annual Parish Meeting and would form part of the Neighbourhood Plan parish trail.

c) **PLAY AREA**

i) All outstanding repairs have been completed. The RoSPA report would be carried out in June.

d) **ALLOTMENTS, CHURCHYARD & CEMETERY:**

- Shed deposits had been received from the lease holders of allotments 11a and 12a.
- Concerns had been raised about the hedge on the northeast side of the cemetery and piles of soil left in the cemetery.
- Concerns were raised about the rose garden in the churchyard, as there still appeared to be piles of rubbish left.

e) **NEW GROUNDS WORKS CONTRACTORS** had been appointed at the Land Management Committee meeting in January, with a proviso to include a 12 month review, which the contractors have agreed to.

1083. FINANCIAL MATTERS:

a) The bond previously invested with Nationwide had matured. It was agreed to delegate how much and where to reinvest the money to the clerk, in consultation with the chairman of the governance committee.

b) It was **RESOLVED** to approve the following payments:

Payee	Goods / Service	Nett	Gross
Sarah Rodger	Salary	496.62	496.62
A Parker	Cleaning	75.00	75.00
Eon	Electricity cons	379.42	455.30

Garden Street	Lights for unit	62.97	62.97
1and1	Website costs	4.99	5.99
East Northamptonshire Council	Cemetery rates	15.00	15.00
Doors4Security	Door closures	122.40	122.40
Amazon	Timer switch	26.53	26.53
Sarah Rodger	Salary	496.62	496.62
eon	Electricity cons	257.03	308.44
NEST	Pension payment *(to be corrected)	270.42	523.94
		253.52	
Broxap	Trim trail repairs	215.00	258.00
HMRC	PAYE	2,636.40	2,636.40
Eon	Street lighting maintenance	68.56	82.27
A1 fencing	Fencing at funfield	1,301.00	1,561.20
Northants CALC	Training	67.00	67.00
Jon Howe	Repairs to storage container	453.00	453.00
A Parker	Cleaning	45.00	45.00

1084. NOTICES / CORRESPONDENCE ETC:

- As no approach had been made by the other village organisations in receipt of the Best Village letter, it was agreed that this demonstrated little support for this project at the current time.
- A programme of training opportunities and events had been circulated in advance of the meeting. The clerk undertook to share her training materials of courses attended recently and upcoming practitioners' conference.
- The footpath between Chapel Street and Bevan Close / Dexter Way recreation area had been blocked by a fence blown over in the wind. The parish council reported this to the housing association as it was blocking a right of way and temporary measures were in place.

1085. UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 It was *RESOLVED* to exclude members of the public present from the following agenda item as content could be prejudicial to the public interest.

1086. ORCHARD POCKET PARK - The future of Orchard Pocket Park at Eaglethorpe was considered. The council agreed on a price at which it would be prepared to purchase the land.

1087. DONM 23RD APRIL 2018; GOVERNANCE COMMITTEE: 12TH MARCH 2018

DATE OF NEXT MEETING: **23RD APRIL 2018 7.30PM, WARMINGTON VILLAGE HALL**

Approved by Warmington Parish Council:

Signature of Chairman
of following meeting:

Date 23rd April 2018