

## **WARMINGTON PARISH COUNCIL**

Minutes of the Governance Committee 5<sup>th</sup> November 2018

7.30pm

In the Village Hall, Warmington.

**1214. ATTENDANCE:** Present: Steve Cheeseman, Cllr Nikki Howard, Christine Litawski, Cllr Nigel Rudd (chairman), Cllr Jo Simpson, Paul Stamper and Cllr Steve Wallis. Officer present: The clerk. Plus two members of the public.

**1215. DECLARATIONS OF INTERESTS –** Cllr Nigel Rudd reaffirmed his standing personal interest as he is related to someone who works for the planning inspectorate.

**1216.** It was *RESOLVED* to approve the minutes of the committee council meeting held on 12<sup>th</sup> March 2018. The chairman signed the minutes.

**1217. RECEIVE QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:** Although there were members of the public present, the chairman elected that they would be best speaking during the next item.

### **1218. DEVELOPMENT AND PLANNING MATTERS:**

At the time of publication of the agenda, there are no valid planning applications, but the owner of Warmington Mill and a business associated were present to present pre-application details and to set the scene for proposals for development at Warmington Mill. The Mill has been empty since a high profile retailer left some 5 years ago. In the interim Elton Estates has been looking for a suitable calibre of business tenant to fit the listed building, its setting and the Estate's ethos and aspirations. The business plan for leisure activities that the potential lessee has put forward suits the estate's criteria. The intention for the building to become a wedding venue was explained and several finer points pertaining to change of use and further planning papers are necessary to satisfy the planning authority before the application can go 'live' for consultation (e.g. a noise survey and a bat survey). The parish council suggested that as this application would be of some significance to the village, a planning group could be considered to work alongside the planning process. The landowner and applicant are both willing to attend the meeting at which the actual application will be discussed.

### **1219. NEIGHBOURHOOD PLANNING Warmington2031:**

- It was noted that the parish council had approved the first draft of the emerging Neighbourhood Development Plan, Warmington2031. A public consultation will now ensue, whereby people who had previously commented have been emailed to encourage them to visit the draft plan online and make comments. A poster and social media campaign encouraging the same will follow in the next few weeks and a workshop event, allowing people to talk about the proposed plan and feedback their comments is taking place on 19<sup>th</sup> November 2018.

- The emerging 'Community Action Plan / Not a Neighbourhood Plan' emerging issues / 'aspirations' had been forwarded and will sit alongside the consultation regarding the draft Neighbourhood Development Plan.

### **1220. NENESCAPE / GREENWAY/DESTINATION Warmington:**

- It was *RESOLVED* to delegate to the clerk the application for the second stage of the East Northamptonshire Council CFF<sup>i</sup> grant, in consultation with members of the governance committee working-party. It was noted that match funding is allocated in the current year's budget and will be carried forward as an earmarked reserve.

- The costs of the 'Red Kite Trail' would be investigated in order to properly inform a new submission of the Nenescape grant application in the spring. Match funding will come from 'pro bono services in kind'

#### **1221. GOVERNANCE:**

- The new Code of Conduct, based on the model recommended by East Northamptonshire Council would be carried forward, along with the document that clearly defines the roles, functions and proper procedures of members, co-opted committee members and officers of the council would be taken forward to the December council meeting.
- The devolved powers policy was adopted and will be appended to the financial regulations.
- The matter of the council's procurement of Orchard pocket park was discussed with emphasis on Northamptonshire County Council's proposed overage requirements. The clerk was instructed to liaise with the ward county councillor to see whether the cabinet member could intervene and find a more workable solution to the onerous overage clauses currently on the table.
- The clerk was instructed to circulate the list of grit bins that Warmington Parish Council is taking over from Northamptonshire County Council. In order to mitigate the parish council from insurance concerns, indirect officer costs, a lack of storage facilities, an absence of risk assessment / method statement and trained personnel, the clerk recommended buying in services from outside contractor to fill bins as necessary.
- Council and committee members will send details of 3<sup>rd</sup> party / external bodies for nomination of representatives to the clerk for inclusion on the next agenda to carry forward to December 10<sup>th</sup> full council meeting.

#### **1222. COMMUNITY SAFETY:**

- The first draft of the Emergency and Flood Plan had been circulated in advance of the meeting. Christine Litawski who had prepared it, loosely based on the Northamptonshire County Council model, but with a considerable number of additions and editing, was thanked for all the hard work taken over producing such an extensive document. A working party would be identified at the December full council meeting to identify the missing parts of the plan under Christine's lead, to gather all the contact details and identify areas of most concern.
- Expenditure for metal storage cabinet facilities were approved. The clerk will liaise with one of the council's contractors to see whether there is a possibility of bringing the shed in the cemetery to a condition so that the cabinet and equipment can be stored therein.
- Expenditure in identifying land owners was approved. The Christine Litawski will guide the clerk as to land to be identified. Between them, they and will write to the land owners reminding of riparian duties.

#### **1223. BUDGETS AND finance:**

The committee chairman advised on implications of the chancellor's budget statement October 2018 with regard to local councils and the potential impact of Northamptonshire County Council cutbacks in light of their consultation and severe budgetary constraints and consequences for the residents and parish council was expanded on. There was an implication in the budget that there would be additional funding for county councils. The parish council will write to 3<sup>rd</sup> parties suggesting that some of the funding goes to the new unitary councils.

A full budget proposal with detailed administration and running costs of the council; revenue costs and capital projections for Land Management Committee projects; revenue costs and capital projections for Governance Committee projects; earmarking of reserved funds for future projects plus details of a general reserve sum had been circulated in advance of the meeting. It was agreed that the budget would balance with a proposed precept increase in line with RPI inflation of 3.3% and the full proposal would go forward for recommendation to the council at the December meeting.

**1224. ACCOUNTS FOR payment:**

It was **RESOLVED** to approve the following payments, including those made under delegated powers (denoted by \*)

Payee	Goods / Service	Nett	Gross
S Rodger	Salary		1111.83
Pension	Nest		167.07
SSE	Electricity – streetlighting	TBC	TBC
Eon	Electricity – fun field		30.80
Amazon*	Pocket park fence maintenance	61.93	75.29
Epic Fireworks*	Fireworks		97.62
Bullfinch*	Beacon	360.00	432.00
Screwfix*	Lighting for bonfire night		69.99
Amazon*	Bonfire night sundries		35.75
Amazon*	Office sundries	3.59	4.31
Trend Digital River*	Security software	20.84	25.00

**1225. MATTERS FROM PREVIOUS MEETINGS:** There were none of note.

**1226.** Future Agenda Items to be carried forward: To include council’s capacity and potential restructuring of meeting rhythm for Annual (possibly first) Meeting of the Council in May.

Parish council meeting in December to cover grant applications and speedwatch results

**DATE OF NEXT MEETING: 11<sup>TH</sup> MARCH 2019 7.30PM, WARMINGTON VILLAGE HALL**

**Approved by Warmington Governance Committee:**

**Signature of Chairman  
of following meeting:**

**Date 10<sup>th</sup> December 2018**

<sup>i</sup> CFF = Community Facilities Fund (community grants from the planning authority from central government new homes bonus funds)