

WARMINGTON PARISH COUNCIL

Minutes of the Annual Meeting

9th May 2016

7.30pm

In the Village Hall, Warmington.

746. It was unanimously **RESOLVED** to elect Chris Ellard as chairman for the forthcoming year.

747. ATTENDANCE: Present: Chris Ellard (chairman), Doug Jose, Ian Middleton, Nigel Rudd, David Short, (from 7.34pm) and Morag Wilson. Also present: The clerk and a member of the public. Apologies received from Paul Schofield due to prior business commitments. It was **RESOLVED** to accept this apology Absent: Graham Reid and Joanna Simpson.

748. 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.

749. It was unanimously **RESOLVED** to elect David Short as vice chairman for the forthcoming year.

750. It was **RESOLVED** to adopt the following governance policies which have been updated and a draft copy circulated prior to the meeting:

- Risk Assessment Policy
- Parish Council Aims and Objectives
- Financial Regulations /Standing Orders
- Co-option policy
- Standing Orders

It was further **RESOLVED** to re-approve the following governance policies which remain unaltered from previous versions:

- Complaints Procedure
- Health and Safety Policy
- Equal Opportunities Policy
- Risk Assessment Policy
- Terms of reference for committees

751. It was agreed that the following policies will go forward to the newly formed Governance Committee for scrutiny and recommendation to full council for adoption at a later date:

- Emergency Plan / Flood resilience
- Cemetery standing orders (September)

752. It was **RESOLVED** to appoint Paul Schofield and Chris Ellard as the parish council's representatives on the 'Warmington Charities' trust. The clerk will advise the trust and request that proposed dates are advised to the Paul and Chris as soon as possible.

753. It was **RESOLVED** to approve and adopt the minutes of the meeting held in April 2016 as a true record of the meetings. The minutes were signed.

754. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:

- There was an observation regarding a possible compromised rights of way and public safety issue on footpath PD2. This has been reported to Northamptonshire County Council highways contractors by the highways warden.
- There was a little confusion remaining over the changes being implemented regarding a committee structure, but the meeting hoped that these would become clearer once the new system progressed.

755. DEVELOPMENT, PLANNING AND LICENCING MATTERS:

- a. 16/00744/FUL | Single storey rear extension and new pitched roof over existing flat roof conservatory 4 Drapers Close Warmington. It was **RESOLVED** that the council has no objections to the proposals in the planning application nor further comment to make.
- b. 16/00750/FUL | Bedroom, en-suite and conservatory extension | 16 Buntings Lane Warmington. It was **RESOLVED** that the council has no objections to the proposals in the planning application nor further comment to make.
- c. 16/00982/LAPNEW Licence: Premises: Green Meadows Festival, Address: OS 092926 Land South Side Of A605, Warmington, Northamptonshire. There are no concerns regarding the licence. There are concerns regarding access from the A605 for cars turning right when travelling northwards.

756. MONTHLY INSPECTIONS OF PLAY EQUIPMENT: No reports regarding play equipment had been received, but problems had not been apparent or made known by people using the equipment.

757. HIGHWAYS / FLOOD RESILIENCE: There were no matters to discuss as the footpath issue had been addressed in the public session.

758. FUN FIELD: There had been a meeting between the parish council, fun field representatives and the land management agent at Elton Estates. Confirmation has been received that the Estate is content with the proposal to replace the portacabin with a more sustainable building, but would like to see final designs and details before giving firm approval.

The fun field group is due to meet the following week and will discuss in more detail. Background detail, including implications for VAT and the 2015 Public Procurement legislation, must be investigated prior to discussion and agreement of the next steps by the Land Management Committee taking forward this project.

759. ALLOTMENTS: The replacement of the gate as previously agreed is in progress.

760. QUEEN'S BIRTHDAY PARTY: There was a discussion about the various activities taking place over the celebration weekend. Proceedings will commence on the Friday morning (10th June) with a 'toddle' to mark the 40th anniversary of the Mums and Tots group and culminate in a hog roast and bar following a 'Pomp & Circumstance' type concert in the late afternoon on Sunday.

Nigel Rudd is organising a 'beating the bounds' type event on Friday evening, which is a light-hearted affair involving a walk / cycle to the parish boundaries and a rendezvous at the Red Lion pub. The school fayre is the focus of Saturday, with a parade of crowned children escorting the May Queen and King on a short walk, followed by the actual fayre and then a themed dinner hosted by the Red Lion pub in the evening.

The clerk will apply for a TENS licence for the village hall and a road closure order once the times of the opening of the school fayre and necessary road closure times are known. Insurance regarding supplying 'hog roast' to people on Sunday will also be investigated. The details of when the village hall facilities will be required will be firmed up with the village hall committee, following its generous offer to have the hall available all weekend.

761. GOVERNANCE MATTERS:

- a. The internal audit report and recommendations therein were noted. It was agreed that during the budgeting process in the autumn, the legal powers for each cost heading would be identified, as recommended. The report noted the council's current process of 'shoring up' the committee structure and delegated powers - the importance of devolved powers to spend money being adhered to was reiterated.

The clerk advised that the annual return had been submitted for external audit and a couple of queries, which would not attract an additional audit fee, had been clarified with BDO. The period for the exercise of public rights to inspect the accounts commences on June 3rd. The accounts and copies of the audit papers are available on the village website. The clerk was congratulated on the accounts and the comments made by the auditor regarding the council's "business affairs managed properly by a very competent Clerk and committed Councillors".

b. It was noted that the council was finally registered with the ICO for data protection purposes.

762. FINANCIAL 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	April Streetlighting	311.67	374.00
Zephyr Flags	For info – already paid	62.34	62.34
Anglian Water	Allotments	6.70	6.70
Anglian Water	Fun Field	50.99	50.99
R J Warren	Fun Field – April	375.56	450.67
R J Warren	Churchyard/Cemetery/NP – April	524.28	629.14
Eon	Fun field electric	24.14	25.35
Ncalc	Subscriptions	375.23	375.23
	Audit for y/e 2017	200.00	200.00
ICO	Data protection registration	35.00	35.00

763. CHAIRMAN’S / CLERK’S /COMMITTEE REPORT / UPDATE: The chairman thanked all members for their support in delivering leaflets around the village regarding the annual parish meeting, which had been very well attended, with around 90 people present. A number of people had come forward to join the new committees and to take part in the Beating the Bounds activities. It would be interesting to get feedback from villagers to know whether they felt the annual parish meeting to be worthwhile and what else they would like included in future years.

764. FUTURE AGENDA ITEMS TO BE CARRIED FORWARD : Parking in the village would be included on the July agenda, with the police invited to attend to take part in the discussions

DATE OF NEXT MEETING: 13TH JUNE 2016 7.30PM, WARMINGTON VILLAGE HALL

Approved by Warmington Parish Council:

**Signature of Chairman
of following meeting:**

Date 13th June 2016