

WARMINGTON PARISH COUNCIL

Minutes of the Governance Committee 12th March 2018

7.30pm

In the Village Hall, Warmington.

1088. ATTENDANCE: Present: Steve Cheeseman, Cllr Nigel Rudd (chairman), Cllr Jo Simpson, Paul Stamper and Cllr Steve Wallis. Officer present: The clerk

1089. DECLARATIONS OF INTERESTS – Cllr Nigel Rudd reaffirmed his standing personal interest as he is related to someone who works for the planning inspectorate.

1090. It was *RESOLVED* to approve the minutes of the committee council meeting held in November 2017. The chairman signed the minutes.

1091. No members of the public were present to make representation

1092. CONSIDER DEVELOPMENT AND PLANNING MATTERS:

- 18/00455/FUL | Ground floor extension to rear of property and internal reconfiguration | 28 Big Green Warmington - It was *RESOLVED* that the council has no objections or further comment to make.

1093. NEIGHBOURHOOD PLANNING WARMINGTON2031:

- Steve Cheeseman, on behalf of the WNPPG, had prepared a questionnaire to form the basis of the initial community wide consultation survey. In addition, online surveys aimed towards business owners and home-workers; organisations and groups; and a more in depth 'future innovations' would be available to further inform the consultation process. The questionnaires must be available for distribution prior to the launch weekend of 24th March. To this end, other members of the group will review the draft document and the flyer which will be distributed the week before within the next 2 days.
 - A working party meeting was organised for Thursday 15th March at which the details of the launch exhibition on March 24th would be discussed as well as the village trail and the ways in which the paper replies would be collected and input to the online survey.
 - The working party would also consider a recommendation to the parish council regarding the possible changes to the anticipated way forward.
 - Nigel Rudd will ask the village shop to accept completed forms from children and reward them with a treat, which the parish council will reimburse as necessary.
 - The meeting acknowledged the huge input that Steve Cheeseman and Rachel Stroud had input to the preparation of the consultation questionnaire and village trail and extended enormous appreciation for the time and effort this must have taken.
- It was confirmed that non-planning community needs and aspiration evidence as part of the upcoming trail and questionnaire, to help the parish council understand what the users of recreational spaces in the village would like.

1094. CHURCHYARD MEMORIAL – Paul Stamper updated the meeting with the progress to date on this project. The War Memorials Trust has made an in-principle grant offer to cover 70% of the costs of the necessary memorial works. A faculty application has been made to the DAC. A public awareness campaign, including an appeal for donations is underway and contributions are starting to come in. This process will be supported by the parish council's online presence.

1095. GREENWAY – Steve Cheeseman reported on his meetings and trips with Sustrans and Richard Donoyou from Elton Parish Council regarding possible routes from Warmington to Elton for the Greenway (from Northampton to Peterborough). Possible routes have been identified. Sustrans are calculating costs of surfacing the routes and if there is viability in the project, the next steps will include discussing access with land owners.

1096. NEW WEBSITE – It was agreed to allow additional users access to their own content on the

community website, subject to approval, at least for the time being. It was agreed that the website will be reorganised so that parish council information would be easier to access and more intuitive to find. All councillors and governance members would be allocated a @warmington.org email address.

1097. Governance:

- The revised asset register would be carried forward to a future meeting.
- The clerk reported that the council was now tied in to a 51-month contract with SSE for unmetered supply, with cost savings of almost 11% over current consumption costs. She had met with a street lighting supplier to discuss a government initiative to help local authorities improve their environmental consumption, whereby an interest free loan is given and paid back on the cost savings in electricity consumption and maintenance costs.

The council would be keen to learn more and the clerk will continue to discuss with the potential supplier and the facilitators of the loan scheme, Salix.

- A list of approved contractors would be carried forward to a future meeting.
- It was **RESOLVED** that the new length of Exclusive Right of Burial would be 50 years. Costs to purchasers of graves and interments would stay at the current level until the new financial year. In the meantime, members will consider the comparison table supplied by the clerk and proposed new levels will be put to the next meeting. The clerk will circulate proposed new cemetery rules as well.

The mole control contractor has visited the site. The funeral directors have been instructed to have the excess spoil removed from the churchyard and the clerk is investigating an interment she had not been advised about.

- Consider appointment of parish councillors to outside bodies, in advance of the May annual meeting of the parish council. There was a wide-ranging discussion about several different matters and focuses. The parish council is keen to forge close ties with parish groups and organisations and to encourage all 'Third Sector' bodies to take advantage of the village web presence and modernise their ways of working and legal composition.

- It was **RESOLVED** that the June meeting was only to be a 'joint meeting' in an election year in order that members can be appointed to specific committees. In all other years the June meeting would be a normal parish council meeting. Should it be necessary to call additional meetings of either committee, these will happen in addition to the regular monthly meetings.

- Assets of Community Value will be reviewed as part of the neighbourhood planning process.

1098. Finances–

- It was **RESOLVED** to approve the virement of the following cost points to reassign underspent budget headings to overspent, including moving money from reserves to revenue expenditure for the year ending 31 March 2018:

| Old Budget | After Virement budget | Administration | SPENT | Surplus (Red= deficit) | |
|---------------------------------|-----------------------|---------------------------|------------------|------------------------|---------|
| 8,417.00 | 12,583.00 | Salary | 12,722.88 | 139.88 | 101.11% |
| 3,000.00 | 584.00 | Governance | 583.75 | 0.25 | 99.96% |
| 1,750.00 | | Arborio contingency | - | 0.00 | |
| 13,167.00 | 13,167.00 | | 13,306.63 | 139.63 | |
| Land Management projects | | | | | |
| 4,770.00 | 5,315.00 | Grasscutting | 5,315.22 | 0.22 | 100.00% |
| 2,515.00 | 2,896.00 | Fun field grasscutting | 2,896.18 | 0.18 | 100.01% |
| 1,110.00 | 1,446.00 | Landscaping / environment | 1,445.60 | 0.40 | 99.97% |
| 71.00 | 373.00 | Play area inspection | 372.50 | 0.50 | 99.87% |

| | | | | | |
|------------------|------------------|--|------------------|----------------|---------|
| 1,000.00 | 6,148.00 | Play Area Repairs | 6,159.53 | 11.53 | 100.19% |
| 9,466.00 | 16,178.00 | Sub total | 16,189.03 | 11.03 | 100.07% |
| | | Parish Council Committees | | | |
| 300.00 | 300.00 | Allotments | 601.28 | 301.28 | 200.43% |
| 1,600.00 | 2,677.00 | Fun Field | 2,676.98 | 0.02 | 100.00% |
| 1,250.00 | - | Play area | - | 0.00 | #DIV/0! |
| 12,616.00 | 19,155.00 | REVENUE COSTS DEFICIT: | 19,467.29 | -312.29 | |
| | | Capital Reserve Projects | | | |
| 37,643.00 | 37,643.00 | S106 (fun field improvements) | 36,723.47 | 919.53 | 97.56% |
| 11,900.00 | 5,361.00 | Reserve c/fwd (fun field improvements) | 5,360.29 | 0.71 | 99.99% |
| 62,159.00 | 62,159.00 | | 61,551.05 | 607.95 | 99.02% |

- It was **RESOLVED** to approve the following payments, plus any made under delegated powers

| Goods / Service | Payee | Nett | VAT |
|------------------------------|-----------------------|--------|-------|
| Electricity cons | SSE | 121.79 | 23.45 |
| Cleaning | A Parker | 15.00 | |
| Portacabin | AVS fencing supplies | 107.02 | |
| Land registry | Land registry | 6.00 | |
| Decking | Edecks | 121.29 | |
| Pension payment | NEST | 67.80 | |
| | | 63.56 | |
| Wet/dry Hoover | Argos | 59.99 | |
| E-cloths | Morrisons | 4.00 | |
| Key safe | Amazon | 69.90 | |
| Website costs | 1and1 | 4.99 | 1.00 |
| Salary | Sarah Rodger | 496.62 | |
| Chairman's allowance | Jo Simpson | 37.90 | |
| Boot wipers | Pettit Sports | 570.00 | |
| Website hosting recharge | Port Dexter | 415.33 | 83.07 |
| Website porting to new host | Port Dexter | 419.43 | 83.89 |
| Repairs to storage container | Coles | 31.79 | 6.36 |
| Amazon | Accessories for cabin | 29.78 | |
| Clerks back dated pay | S Rodger | 950.56 | |
| Supplies for cabin | Mammoth cleaning | 23.00 | |

1099. FUTURE AGENDA ITEMS Next parish council meeting will include a definitive explanation of the VAT position and ratification that the parish council will pay VAT based on this understanding.

| | | | | | |
|--------------------------|--------------|---------------------------|--------------|------------------------|--------------|
| 23 rd April | Full Council | 30 th April | APM | 14 th May | Full Council |
| 11th June | Both Cttees | 9 th July | Full Council | 10 th Sept | LM Cttee |
| 8 th October | Full Council | 5 th Nov | Gov Cttee | 10 th Dec | Full Council |
| 14 th Jan '19 | LM Cttee | 11 th February | Full Council | 11 th March | Gov Cttee |

DATE OF NEXT MEETING: 5TH NOVEMBER 2018 7.30PM, WARMINGTON VILLAGE HALL

Approved by Warmington Parish Council:

**Signature of Chairman
of following meeting:**

Date 5th November 2018