

## WARMINGTON PARISH COUNCIL

Minutes of the 9<sup>th</sup> July 2018

7.30pm In the Village Hall, Warmington.

**1163. ATTENDANCE** Present: Cllr. Gillian Beeby, Cllr Chris Ellard, Cllr Nikki Howard, Cllr. Nigel Rudd, Cllr. David Short, Cllr. Joanna Simpson (chairman), Cllr. David Strafford and Cllr. Steve Wallis. Officer present: The clerk. Also present: member of the public. The chairman reported that Andrew Stone had resigned from the council due to business commitments.

**1164. DECLARATIONS OF INTERESTS** – Cllr Nigel Rudd reaffirmed his standing personal interest as he is related to someone who works for the planning inspectorate.

**1165.** It was *RESOLVED* to approve the minutes of the parish council meeting held on 11<sup>th</sup> June 2018. The minutes were signed.

**1166.** There were no questions or statements from members of the public.

### **1167. DEVELOPMENT AND PLANNING MATTERS:**

- 18/01312/FUL | Erection of conservatory to the rear | 28 Big Green Warmington. It was *RESOLVED* that the council has no objections or further comment to make.
- 18/01225/FUL | Proposed orangery extension to rear of property. | 8 St Marys Lane Warmington. It was *RESOLVED* that the council has no objections or further comment to make.
- Confidential documents that will be submitted to Northamptonshire County Council minerals and waste department had been circulated in advance of the meeting. These papers outline the need for an extension to the extraction pit / reservoir restoration project to the north of the A605, north of Eaglethorpe due to the engineering clay to line the pit. The council is keen to work with Elton Estates to bring the entire project to a conclusion at the soonest opportunity. When the official consultation for the variation to planning permission is received, the clerk will circulate the documentation and call a meeting as necessary.

### **1168. COMMUNITY MATTERS:**

a. CallConnect bus update. As the position stands, the parish council has no data to indicate how many people from Warmington are using the call-connect service now that the Stagecoach 24 bus has ceased. It was agreed that the clerk will continue to be in touch with ward councillors and officers at the county council and Cllr Nikki Howard would liaise with residents locally. Consideration should be given as to how to publicise the CallConnect service and how it operates.

b. It was agreed that up to three new dog bins should be sited at the east end of Big Green, on Taylors Green as close to Long Lane as possible and at the junction of Peterborough Road, Chapel Street and Stamford Lane. The clerk will plot the sites on a map and obtain installation costs and ongoing revenue implications from the district council.

c. Winter travel arrangements. It has become apparent, via NorthantsCALC that there is intention to downgrade grits routes in the village and remove grit bins. It was agreed that the clerk will check insurance implications if the parish council were to ask that the grit bins remain and take on the role of having the grit bins filled. The clerk will plot the existing grit bins and put together costings of the likely financial implications. Information will be circulated by email and a delegated decision made following consultation with members. The next council meeting is in October, meaning that there is not time to decide at a meeting.

d. Agenda item 10f moved to this point in the meeting, due to wider implications than solely land management. An email concerning the East Northamptonshire Council Community Facilities Fund (CFF) had been circulated in advance of the meeting, following the clerk's attendance at a grant fund training workshop. It summarised ideas and suggestions that had been raised at various junctures and from the results of the Warmington2031 questionnaires contained within appendices 11 and 12 and emphasised the need to apply at the soonest opportunity in order that the current Awards for All application could be used as 25% contribution. It was agreed that a working party meeting would take place to assess the priorities, the potential for match funding as there are several other funding sources available and to take

advantage of the East Northamptonshire Council CFF. The clerk will liaise with the village hall committee and arrange a meeting to take this project forward and advise members of the council and governance committee members.

**1169. COMMUNITY LED PLANNING / WARMINGTON2031:**

- a. Open spaces assessments have been passed to various stakeholders to complete. The clerk and Cllr Rudd have completed those relating to land for which the parish council is responsible or owns.
- b. Cllr Rudd updated the meeting on the project's current stage.
- c. Nenescape is a Landscape Partnership Scheme - a five-year Heritage Lottery funded collaborative, joined-up group of projects which aim to engage people with the landscape in which they live, work or visit. On the back of the Warmington2031 / Destination Warmington projects that the governance committee is leading on, Cllrs Beeby & Rudd have engaged with the project officers with a view to investigating how Warmington can become involved and possibly take advantage of grant funding. The intention is to invite representatives of Nenescape to a future parish council meeting.

**1170. GOVERNANCE MATTERS:**

- a. It was **RESOLVED** to appoint Cllr Gillian Beeby to the Land Management Committee and Cllr Nikki Howard and Christine Litawski to the Governance Committee.
- b. An analysis of expenditure at the fun field over past 14 months had been circulated with the agenda, showing £44,750 capital expenditure on the playing field, the majority (£38k) on the football facilities. It was agreed that the council would promote use of the playing field by the wider village.
- c. The adopted budget for 2018/9 financial year and accounts to date, expenditure against budget had been circulated in advance. It was **RESOLVED** to vire £2,000 from the grass-cutting to changing rooms costs.
- d. A governance management workbook which includes the asset register, details of contractors and delegated decisions made by the clerk had been circulated in advance of the meeting. The council will be writing to all the approved firms to say they are on the list, that they are to accept instructions from the council via the clerk only and no invoices will be paid without details of purchase orders, which will be emailed to suppliers by the Clerk.

The land management committee will review the asset list to document ongoing revenue and maintenance costs and a medium to long term asset replacement programme for consideration at the WPC meeting in October 2018.

- e. Details of decisions and actions taken under delegated powers, as part of accounts and governance management workbook, would be reviewed quarterly. The opening of an account with Amazon was noted.
- f. GDPR and parish council emails. The clerk will try to assist with setting up email accounts for those who have not been able to.
- g. Future Northants: Details of the consultation into the proposed way forward for Northamptonshire had been circulated in advance of the meeting. There were no views expressed at the meeting. There are concerns about all the unknown factors. Individual councillors were encouraged to complete the online survey. It was agreed that a formal response would be sent in the name of the WPC chairman and to be drafted by the clerk and Cllr Rudd following the consultation meeting of 12 July 2018.
- h. Cllr Gillian Beeby was nominated as the council's representative as a village hall trustee. Cllr Nikki Howard will be suggested to the chairman of the village hall trust as a community trustee.
- i. The future of the committee structure, including members with particular 'portfolio' will be carried forward to the annual meeting of the parish council.
- j. The procurement of Orchard Pocket Park is proceeding now that the Northamptonshire County Council officers have been given permission to continue.

**1171. COMMUNITY SAFETY:**

- a. There was a brief explanation of the requirement for monthly inspections and annual RoSPA report in terms of insurance cover requirements. By having documented evidence of inspections, the risk of successful litigious action is minimised. The land management committee will carry out regular site visits of the fun field. RoSPA as the contractor would be advised that on future inspections, the WPC as client would decide whether any WPC representative would be in attendance

b. The annual RoSPA play area and fun field reports had been circulated in advance of the meeting. In general terms, the risks identified are low to medium. Some fence uprights near the service gates were found to be rotting and there is a finger entrapment at the gate at the play area. The fence will be monitored as part of the asset management planning. The clerk was instructed to recall the contractor to remedy the gate. At the fun field, a rotten fence post was noted – it was agreed to remove that post. In addition, remedial work at the gate to Buntings Lane was agreed. The cost will be £45 parts and £85 labour.

A working party convened by Cllr Strafford will be painting the Lapsett unit in the play area.

c. The clerk reported on the AED / Phone box project. The matter of insurance cover in an unlocked housing cabinet would be checked with the insurance brokers. The clerk and Chris Ellard will monitor and progress the project.

d. Cllr Nigel Rudd reported that Christine Litawski had taken on the role of flood warden reporting to the council via the governance committee.

e. It was **RESOLVED** that the village would sign up to Community Speedwatch. Cllrs Rudd and Strafford would lead on this and recruit a minimum of 6 people to attend training at the end of August in Northampton.

**1172. LAND MANAGEMENT:**

a. The amenity area grass cutting has been cancelled because nothing has grown due to prolonged near drought conditions, with it not having rained properly since May.

b. A litter pick has not been organised due to the growth of vegetation.

c. Working parties have been organised for play area and fun field clean ups.

d. There was a progress report on the fireworks event. The importance of complying with the terms of the licence issued from Elton Estates and the insurance company’s requirements were reiterated. The event has been moved from Friday to Saturday night 3 November 2018. The chairmen of both committees will maintain ongoing dialogue with the firework working party to ensure proper governance and management.

e. Details of the necessary works at the cemetery had been circulated in advance of the meeting and agreed. The clerk will prepare an invitation to quote for works and send to potential contractors.

f. The Awards for All grant had been submitted the week of the last parish council meeting and as previously advised, 12 weeks until a decision is forthcoming. The clerk had reminded the ward member about the ENC empowering communities grant application.

**1173. FUN FIELD FACILITIES:** In addition to the village families’ event at Fun Field, OTFC minis are organising a fun day / BBQ at the field.

**1174. WAR MEMORIAL:** All funding is in place and the first works have started with the main re-cutting to begin later in July.

**1175. FINANCIAL MATTERS:**

a. It was **RESOLVED** to approve the payments detailed below:

Payee	Goods / Service	Nett	Gross
GCM	Grass-cutting		1359.00
RoSPA	Inspection	150.50	180.60
HMRC	PAYE		644.79
SSE	Electricity consumption	376.31	448.96
Village hall	Hire		296.00
Racheal Stamper	Warmington2031 admin work		75.00
Steve Cheesman	Warmington2031 costs		95.55
Judy Stroud	Warmington 2031 costs		13.20

**1176. NOTICES AND CORRESPONDENCE:**

- a. An email regarding the possibility of undergrounding of village electric network had been received and the question asked of Western Power. There are many unknowns and it is unlikely that funds will be available from county or district levels in the current financial and political climate.
- b. The clerk has attended a fundraising training session and would be at a LGR workshop later in July
- c. A thank you note had been received from the school thanking the council for it being able to use the fun field.

**1177. UPDATE ON EMERGING ISSUES FROM WARMINGTON2031** Neighbourhood development plan – an extra parish council meeting would be arranged between this meeting at the next in October to review and approve the draft Neighbourhood Development Plan before it goes out for the next consultation.

The chairman declared the meeting closed at 9.28pm

10th Sept LMC	8 <sup>th</sup> October	5th Nov GC	10 <sup>th</sup> Dec	14th Jan '19 LMC	
11 <sup>th</sup> February 19	11 <sup>th</sup> March '19 GC	8 <sup>th</sup> April '19	29 <sup>th</sup> April APM	13 <sup>th</sup> May	
10 <sup>th</sup> June induction	8 <sup>th</sup> July	9 <sup>th</sup> Sept 19 LMC	14 <sup>th</sup> October	11 <sup>th</sup> NovGC	9 <sup>th</sup> Dec
13 <sup>th</sup> Jan 2020 LMC	10 <sup>th</sup> February	9 <sup>th</sup> March GC	13th April 2020	27 <sup>th</sup> April '20 APM	

**DATE OF NEXT MEETING: 8<sup>TH</sup> OCTOBER 2018 7.30PM, WARMINGTON VILLAGE HALL**

**Approved by Warmington Parish Council:**

**Signature of Chairman  
of following meeting:**

**Date 8<sup>th</sup> October 2018**