

WARMINGTON PARISH COUNCIL

Minutes of the Land Management Committee meeting
14th January 2019 7.30 pm, in the Village Hall, Warmington.

1244. ATTENDANCE: John Atkinson, Cllr Gillian Beeby, Philip Brashaw, Cllr Chris Ellard, Roger Litawski, Derek Rowell, Cllr David Short and Cllr David Strafford (chairman). Officer present: The clerk.

1245. DECLARATIONS OF INTERESTS – There were no declarations of interests.

1246. It was **RESOLVED** to approve the minutes of the Land Management Committee meeting held in September 2018. The minutes were signed.

1247. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC: There were no members of the public present.

1248. PROTOCOL / GOVERNANCE MATTERS:

The chairman explained that the 'handbook', code of conduct and declaration of interest forms circulated in advance of the meeting were a matter of governance to ensure that all members of the Land Management Committee, because they have voting rights over matters involving spending public money, are aware they have statutory accountability and have their interests registered in accordance with requirements.

a) All members were in receipt of a 'handbook' reiterating the council's and committee's ways of working and the way decisions are made.

b) All members were in receipt of the updated code of conduct by which all committee members are beholden.

c) All members were in receipt of the Declarations of Interest forms which they are legally bound and expected to lodge with monitoring officer at East Northamptonshire Council at the soonest opportunity. The chairman provided non-councillor members with a paper copy of the form (councillors have lodged the form on taking up office).

d) The Delegated Decisions policy adopted at December meeting was noted

e) At December's parish council meeting, proposals to audio-record meetings for broadcast via the internet had been put forward for further consideration. At that meeting, it was agreed that the idea would be put before the land management and governance committees for consideration. The clerk explained that it would not alter the 'best practice' way of working in minute taking at meeting and that correct understanding of resolutions during meetings is critical. Minutes would remain in accordance with best-practice as advocated by NALC and the SLCC, being a legal record of decisions taken, not verbatim notes of who said what and less still 'Hansard' type recordings.

Some members felt that the informal nature of the council and committee meetings were suited to a parish council such as Warmington but at the same time could see the potential benefit for people who were unable to attend meetings but wanted to understand the workings of the council's decision-making process. Self-censorship of matters contrary to GDPR and potentially defamatory matters would become necessary, but on balance, the committee felt comfortable in supporting such a measure.

1249. REPORTS AND MATTERS FROM MINUTES NOT DEALT WITH ELSEWHERE ON AGENDA, FOR INFORMATION ONLY:

There was a short report regarding footpath PD20, with the conclusion that the bankrupt position of Northamptonshire County Council does not allow for none-essential works to Rights of Way. It was suggested that the pocket parks volunteers may like to consider Rights of Way management in the future.

John Atkinson and Nigel Rudd would liaise with one another over the Greenway project.

1250. ASSET MANAGEMENT AND BUDGET:

a) The unspent budget from the land management budget would be either spent on installation of new play equipment on the playing field or carried forward to the next financial year for that same purpose.

b) The council's budget, per December full council minutes, for 2019/20 was noted.

c) The Land Management Committee expenditure per December full council minutes, for 2019/20 was noted.

It was also noted that budgetary expenditure is in line with the limitations of the council's capacity to operate lawfully and in an expeditious manner. The council does have the administrative capabilities to take on additional projects to those already agreed.

1251. FIREWORKS EVENT:

a) David Short and Derek Rowell were offered the community's and the council's huge thanks for the effort they put into the fireworks event. Whilst the parish council is perfectly content that the fireworks event becomes a stand-alone organisation, autonomously self-managed, self-financed and self-insured, during discussions with personnel involved, it had become apparent that going forward in that manner is far from ideal. It was confirmed that full council and all committee members are content that the fireworks event continues per the status quo as a sub-committee of the Parish Council Land Management Committee, with the parish council as principle. The sub-committee would consist of David Short, David Trafford, Graham Reid and Derek Rowell. Volunteer helpers will be brought in as necessary to assist with advertising, setting up etc as well as helping on the night and in the clear-up afterwards, but the sub-committee would be the main organisers behind the scenes.

b) It was resolved that money raised at 2018 event be donated to causes for the benefit of residents of and visitors to Warmington.

Donations were agreed as: £250 towards administration costs of 'Everyman Remembered' and £250 to Oundle Volunteer action in addition to a bench on Little Green and one on Taylors Green.

c) The event in November would be on Saturday 2nd November.

d) Community causes for this year's event would be agreed at the September Land Management Committee meeting and in the meantime, members and the council would ask for input from the wider community. Derek Rowell will write a short article for Five-All magazine and the clerk for the website / social media about last year's proceeds and this year's event.

1252. HEDGE WORKS: Four quotes had been received in response to the council's invitation to quote, for works to Fun Field hedges, near 30 mph by 'Dark Hole' and allotment hedge. It was agreed to appoint a start-up company called HDS for the work.

1253. FUN FIELD:

a) BMX track – It was agreed that a working party consisting of Derek Rowell, Philip Brashaw, David Trafford and Gillian Beeby would research solutions to the problem and potential funding sources.

b) A working party consisting of David Trafford, Gillian Beeby and Nikki Howard would meet to consider additional play equipment for fun field from Awards for All grant, using data received from Warmington2031 and survey monkey results keeping in mind council's statutory responsibility regarding safeguarding/crime & disorder with equipment so far from houses. Proposals will be agreed at a meeting of the full council.

1254. VILLAGE AMENITY: Litter pick – It was agreed that a task and finishing group consisting of Derek Rowell, Philip Brashaw, David Trafford, Nikki Howard and Gillian Beeby be formed to investigate and promote parish litter pick and pancake event on 2nd March 2019, to expedite in conjunction with clerk under devolved powers policy. Risk assessment same as/similar to that circulated with the agenda to be completed.

1255. INSPECTION OF PLAY EQUIPMENT: The monthly inspection of play area and fun field had been circulated. Damaged to the wood covering a metal leg on one of the uprights on the cradle swing unit was highlighted. The clerk would ask the council's regular playground maintenance contractors to take a look and advise.

1256. ALLOTMENTS:

a) It was agreed that allotment rents be increased thus: £24 to £30 / £12 to £15.

b) Proposals regarding extra water taps for clerk to expedite in conjunction with allotment co-ordinator under devolved powers policy were agreed.

c) There is budget for additional maintenance for 2019/20. Works to the communal shed may be necessary and procurement of new smaller shed to replace the one next to the larger shed.

d) The new school area has been prepared by a group of allotment volunteers, with raised beds in situ and a few final touches necessary in the next days before the children can begin activities.

1257. POCKET PARKS: The meeting noted the resignation of one of the long-standing volunteers of the pocket park group. Several volunteers have come forward. The clerk will investigate a training session Clarify members of the pocket park working party / subcommittee.

During discussions, it became apparent that a number of events have been organised in the pocket parks during the year that the parish council has not been made aware of. The clerk explained that everything that anyone undertakes on behalf of the parish council must be risk assessed in advance of it happening and full details of the event and those involved must be documented. The parish council has a duty of care to make sure that all

volunteers are operating in a safe environment and that they are covered by the council's insurance in case of injury or liability. In order that this is in place, all activities must be fully risk assessed for the actual works and the consequence of the works.

It was agreed that the fencing round the bins in the pocket parks will be replaced at a cost of £110 per area of fencing. The arrangements for the emptying of the bins were discussed with no conclusion – there are no arrangements in place and nobody knows who empties the bins.

There was a brief discussions regarding an Apple Day on the back of the recent article in The Guardian, but the idea was dismissed as an event.

1258. CEMETERY: Maintenance works had recently been carried out at the cemetery. It was agreed that a working party of the newly trained pocket park volunteers would be asked to carry out maintenance later in the year.

1259. NON-LAND MANAGEMENT MATTERS TO RECOMMEND TO FULL COUNCIL:

- a) Procurement of a Christmas tree. No potential sites were forthcoming.
- b) Arborio inspections of trees on parish council land.
- c) Highways matters – encroaching hedges at the junction of Hautboy Lane and School Lane plus on the inner bend on Chapel Street.
- d) Pavements which require siding out / further attention – details of these would follow.
- e) Broadgate Way ditch clearance is in hand with Elton Estates.
- f) Benches in need of refurbishment were identified and would go forward to full council for approval at a total cost of £400.
- g) Matters for APM consideration were not forthcoming.
- h) Parking at the fun field
- i) Renaming of the Fun Field.

14th Jan '19 LMC	11th February '19	11th March '19 GC	8th April '19	29th April APM	
13th May 2019	10th June ??	8th July 19	9th Sept 19 LMC	14th October	
4th Nov GC	9th Dec 2019	13th Jan 2020 LMC	10th February	9th March GC	
APM Early March 20 APM	ELECTIONS	Key:	Land Mgt	Governance	Full Council

DATE OF NEXT MEETING:		7.30PM, WARMINGTON VILLAGE HALL	
Approved by Warmington Parish Council:			
Signature of Chairman of following meeting:		Date:	