

## **WARMINGTON PARISH COUNCIL**

Minutes of the Governance Committee Meeting

11<sup>th</sup> March 201 7.30pm

In the Village Hall, Warmington.

**1277. ATTENDANCE: PRESENT:** Steve Cheeseman, Cllr. Nikki Howard, Christine Litawski, Cllr. Nigel Rudd (chairman) Cllr. Joanna Simpson and Paul Stamper. The clerk. Also present: Members of the public and David Strafford as chairman of the Land management Committee.

**1278. DECLARATIONS OF INTERESTS** – Cllr. Nigel Rudd reaffirmed his standing personal interest as he is related to someone who works for the planning inspectorate.

**1279.** It was **RESOLVED** to approve the minutes of the Governance Committee meeting held 5<sup>th</sup> November 2018.

**1280. REPRESENTATION FROM MEMBERS OF THE PUBLIC:** The members of the public present stated that there were primarily in attendance with interest regarding the licencing application for the proposed business activity at Warmington Mill. There was a discussion regarding the publicity of parish council and/or community meetings regarding matters that might be of interest to the wider public, in particular planning applications that are not detailed on the agenda. Whilst it is not possible to always anticipate what will be of interest to people, the council will bear this in mind.

### **1281. DEVELOPMENT, PLANNING AND LICENCING MATTERS:**

19/00427/LAPNEW Licensing Act 2003 Licence: Premises Licence Premises: Mrs Bee's Kitchen Address: Warmington Mill, Eaglethorpe, Warmington PE8 6TJ.

This licence application, and the effects of music and alcohol licence, was considered both in its own light and partly in conjunction with the planning consultation process points/objections raised regarding public safety and nuisance. Representation had been received by the Warmington Parish Council and by East Northamptonshire Council, in relation to a planning application for change of use of the premises to which this licensing application applies.

Warmington Parish Council is of the opinion that the licence should be restricted to alcohol provision at private functions only, not for public sale to people entering off the street and not for off-sales. There was a discussion regarding the application for music outdoors which concluded that any outdoor music should cease by 8pm and must be acoustic only.

Concerns regarding public safety have been raised during the consultations, due to the proximity of the premises to water and the length of time people would have access to alcohol. It was considered not unreasonable that there is a possibility of an unfortunate outcome of a person ending up in the river and, in the worst possible scenario, in difficulties because of the mill's mechanisms and the weir.

However, the council's primary material concern is based on nuisance. As it is yet to be convinced of the applicant's abilities to mitigate the level of noise outside of the building likely be caused by live music and/or recorded music and access to and from the venue, the parish council is disinclined to support the application for a licence. The levels of noise are almost certain to cause nuisance to the immediate neighbours and other residents of Eaglethorpe.

It was **RESOLVED** that Warmington Parish Council objects to the granting of a licence on the grounds of nuisance.

The council would urge the officers at the Licencing Admin Unit to take regard of the observations made by statutory consultees on the planning consultations pertaining to the change of use as some comments and observations have a direct bearing on the licence.

### **1282. NEIGHBOURHOOD PLANNING WARMINGTON2031:**

The statutory 'Regulation 14' consultation closed on 8<sup>th</sup> March 2019. It was agreed that a the WNPPG will assess comments received and make suggested responses and amendments to the proposed Neighbourhood

Plan. These suggestion will be put before the parish council for formal approval at the April meeting for adoption. The plan revised to reflect the recommended amendments and the list of representations received and responses will be submitted to ENC for 'regulation 16' and Independent examination.

**1283. NENESCAPE / GREENWAY/DESTINATION WARMINGTON:**

a. The meeting was informed of the successful grant bid for £50k in respect of the Warmington Greenway project. The intention is that the responsibility for the upkeep of the structure and fabric of the new surface of the Greenway will come under the remit of the Land Management Committee.

It was agreed that a working party comprising Nigel Rudd, Steve Cheeseman, Christine Litawski and David Strafford would investigate the tender, procurement and installation process.

b. It was agreed that the clerk will apply to David Brackenbury for a contribution from the 'empowering councillors' grant fund to part-finance the signage for the Red Kite Trail. £1200 will be applied for.

**1284. EMERGENCY PLANNING / FLOOD RESILIENCE:**

a. Christine Litawski has made considerable progress regarding the flood resilience project plan. The sites and issues identified during the council's involvement with the 'Pathfinder project' as part of Northamptonshire County Council's Emergency Planning initiative have only in part been dealt with as per the recommendations in the report. The next steps are to identify the landowners in the areas identified in the plan and write to them pointing out their riparian duties.

In tandem with the flood prevention, there is an Emergency Plan which will be the blueprint for actions to be taken in the event of an emergency, either actually within the village affecting residents, or in/adjacent to the parish involving 3<sup>rd</sup> parties. A call for a 'skills audit' will form part of the upcoming newsletter and carry forward to the Annual Village Meeting.

b. There was a discussion regarding the flood store which will be situated in the cemetery – the clerk is to proceed with procurement of the necessary shed and cabinet as a matter of urgency.

**1285. GOVERNANCE:**

a. Terms of Reference for Local Liaison Groups. Following the pilot / inaugural meeting of the first LLG on 2 March 2019, this was an opportunity to review the process. It was agreed to revisit the issue of ToRs at the April meeting. It was also agreed that ToRs would be adapted to each circumstance rather than trying to have a 'one size fits all' approach to the various LLGs.

b. The Ingrebourne Valley / Elton Estate reservoir restoration and bird hide inaugural LLG meeting is scheduled for 28<sup>th</sup> March in the afternoon. Presently, the village hall is booked for the meeting, but it was felt that perhaps a visit to the site might be more appropriate.

c. Arrangements for parking at Peterborough Road were agreed at the February parish council meeting. However, some members have suggested that their resolution was not necessarily the best way forward. The council's Standing Orders state that decisions will not be revisited within 6 months of being made, unless a committee or petition recommends that it be reconsidered. The matter will be reconsidered at the April meeting of the parish council. In the meantime, it was agreed that the parish council would spend £157 on parking cones and parking signs for the area in question.

d. The matter of recording of parish council meetings would be deferred for further discussion for review and budget consideration in municipal year 2019/20.

e. The matter of the council's 2019/20 project commitments was discussed. It was **RESOLVED** to budget £750 for accountancy software specialising in the local council sector. It was further agreed that proposals for the appointment of an additional member of staff to support specific aspects of the demands of the management of the council's administrative affairs would be presented in full in advance of the next parish council meeting when further consideration would be given.

f. It was **RESOLVED** that all payments would be made, under delegated authority if necessary, in the middle and end of each month, on 15<sup>th</sup> and last day of the month or the closest working day.

**1286. BUDGETS AND FINANCE:** Accounts to date were received.

**1287. ACCOUNTS FOR PAYMENT:**

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

Goods / Service	Payee	Nett	Gross
Paint	B&Q *	110.00	132.00
Hand-towels	Amazon *		15.90
Pir lights	Amazon *		39.94
Regional training seminar	SLCC *	47.06	56.47
Practioners conference	SLCC *	123.13	139.60
War Memorial restoration	Paul Stamper *		150.00
NDP Printing	Inkwell Printing *	49.00	58.80
Rosettes for pancake race	Frosts, via ebay *		51.57
Medals for pancake race	LD Trophies via ebay *		33.00
Trophy	Fortune UK via ebay *		9.49
Special delivery for trophy	LD Trophies via ebay *		7.50
Cups & spoons for litter pick	Office Outlet *		10.96
Pancakes and crème eggs	Morrison *		25.00
Biscuits for litter pick	B&M *		4.38
Salary	S Rodger		1,065.01
post sundries	Coles Builders *	46.96	56.35
Water butt - supply and fit	J Howe *		35.00
Pension payment	NEST		171.79
Bench for allotments	Leisurebench ltd via Amazon *	124.17	149.00
Fuel / travel Office costs	S Rodger		570.52
Street lighting training workshop	Northamptonshire CALC		45.00
Books	SLCC		11.07
Electricity Consumption	SSE	338.31	403.54
Electricity at fun field	Eon		62.31
Dog bin emptying	East Northamptonshire Council	18.41	22.09
Online mapping	GeoXphere Ltd	30.00	36.00
Removal of tree - Big Green Pocket Park	Nene Valley Trees		620.00

**1288. MATTERS FROM PREVIOUS MEETINGS:** There were none

**1289. FUTURE AGENDA ITEMS TO BE CARRIED FORWARD:** Draft Emergency Plan, Parking on Peterborough Road at full council in April.

8th April '19	13 <sup>th</sup> May 2019	23 <sup>rd</sup> May 2019	10 <sup>th</sup> June ??	8 <sup>th</sup> July 19	9 <sup>th</sup> Sept 19 LMC
14 <sup>th</sup> October	4 <sup>th</sup> Nov GC	9 <sup>th</sup> Dec 2019	13 <sup>th</sup> Jan 2020 LMC	10 <sup>th</sup> February	9 <sup>th</sup> March GC

**DATE OF NEXT MEETING: 4<sup>TH</sup> NOVEMBER 2019 7.30PM, WARMINGTON VILLAGE HALL**

**Approved by Warmington Parish Council:**

**Signature of Chairman  
of following meeting:**

**Date: 4<sup>TH</sup> NOVEMBER 2019**