



WARMINGTON COUNCIL

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**Members of the public and press are cordially invited to attend the meeting.
A copy of this agenda is available at www.warmington.org**

To: Members of the Council

You are hereby invited to attend a meeting of Warmington Parish Council at Warmington Village Hall on Monday 8th April 2019 at 7.30pm for the purpose of transacting the following business

NOTE: Background papers are available by clicking on the links shown [like this](#)

1. **NOTE ATTENDANCE** - Receive & approve apologies for absence.
2. **RECEIVE DECLARATIONS OF INTERESTS** – Declarable Pecuniary Interests / [applications for dispensation](#) regarding any items on the agenda
3. **RECEIVE QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:** Guidelines for public participation are detailed within the council's standing orders, available at www.warmington.org. No decisions or representation can be made regarding matters about which the parish council has not previously been fully apprised.

Parish Council meetings are not public meetings – they are meetings held in public. MEMBERS OF THE PUBLIC ARE NOT PERMITTED TO PARTICIPATE IN THE MEETING after the above agenda item without prior invitation from the chairman. Anyone is welcome to stay for the entire meeting and observe but cannot take part.

4. **APPROVE [MINUTES](#)** of the 12th February 2019 council meeting and note those of the 11th March Governance Committee meeting.
5. **CONSIDER LICENCE, DEVELOPMENT AND PLANNING MATTERS:** Consider the planning applications below plus any other planning applications advised by East Northamptonshire Council and available on its [website](#) between the circulation of this agenda and the meeting to which it pertains. (Such planning applications which arrive after the preparation of this agenda that are considered at the meeting, may be subject to review at a later stage). Please note that only matters of [MATERIAL PLANNING CONSIDERATION](#) are relevant in when considering an application

Click on underlined links to view:

At the time of writing there are no planning applications.

[19/00534/LBC](#) | Proposed replacement of windows and stable door to rear elevations | 61 Church Street Warmington (received 2 days after publication)

Item of note only:

- [Lawful development application](#) reference 3 Spinney Close.
- Warmington Mill planning application [withdrawal](#) and [refusal of licence](#)
- notes of LLG meeting held 2nd March 2019
- Latest progress regarding [working men's club](#).

6. **UPDATE ON EMERGING ISSUES FROM WARMINGTON2031** Neighbourhood development plan. Receive update on the proposed plan following the Regulation 14 consultation and proposed way forward. Recommendation: Approve the inclusion on the 10 May 2019 WPC Agenda, of the revised WNP for submission to East Northamptonshire Council for next stages, including regulation 16 and formal inspection and associated documentation.
7. **GOVERNANCE MATTERS:**
 - a) Consider and approve section 1 of the Annual Governance and Accounts Return (AGAR).
 - b) Confirm clerk's 6 monthly pay increment in accordance with contract.

- c) Consider job description, contract of employment and SCP for Administration Assistant role within the council. Recommendation: Approve the employment papers, salary scale spectrum and level of advertising for the role.
- d) Grant applications: Consider applying to East Northamptonshire Council Member empowerment scheme and Nenescape for a grant towards Red Kite Heritage Trail project. Nominate a project plan group to identify all sites to be featured and establish costs involved to ensure veracity in applications. Recommendation: Delegate to the Clerk in consultation with the WPC chair to submit an application for ENC member empowerment grant funding and also to Nenescape for the Red Kite Heritage Trail project.
- e) Consider and confirm use of Unity Bank Multipay Card Recommendation: Resolve to adopt business conditions and limits of £1,000 for the clerk and £250 for other officers.
- f) Receive application for grant to Warmington Toddler Group for soft play equipment. Recommendation: To agree to provide grant aid to Warmington Toddler Group at a figure agreed by the WPC meeting subject to a discussion being held to enable the establishment of a Parent/Toddler Walking Group as part of the ENC Healthy Living aspects of the Greenway Project.
- g) Bank mandates: Unity Bank – Recommend: resolution to remove Stephen Wallis as bank authoriser and sign appropriate papers.
- h) Bank mandates: Nationwide Building Society Recommend: resolution to remove Doug Jose as account signatory, appoint David Strafford as signatory and sign appropriate papers.
- i) Bank Mandates: Nationwide Building Society Recommend: Reinvesting money on account in Business 95 Day-Saver account

8. COMMUNITY / COUNCIL MATTERS:

- a) Consider the logo and corporate signage to be used for promotion of WPC projects. Recommendation: Approve corporate signage to be affixed to all parish council property.
- b) Receive invitation to host a stand at the church garden party on 28th June to promote parish council and receive public feedback. Consider items to discuss at May or June meeting. Recommendation: To receive a further report on the matter to a future meeting
- c) Feedback report from meeting with Ingrebourne Valley Arrangements for Greenway procurement. See report. Recommendation: To delegate authority to the Clerk in consultation with the Chairman of the Governance Committee to approve the procurement of the Greenway Project as reported.
- d) To consider the draft Emergency Plan and Flood alleviation update. Recommendation: To approve the draft Emergency Plan for Warmington.

9. HIGHWAY MATTERS:

- a) Peterborough Road 30mph Signage to be moved further out from the Village and the statutory process to be followed. Recommendation: Consider contribution to moving the highways signage.
- b) Consider a variation to the Highways grounds maintenance contract to allow ad hoc sidings work to be undertaken. Recommendation: To delegate authority to the Clerk in consultation with the Chair Land Management Committee negotiate a variation to the existing GM contract in to enable adhoc sidings work to be undertaken within the specified budget.

10. LAND MANAGEMENT MATTERS:

- a) Receive proposal for Forest School in Orchard Pocket Park. Recommendation; To approve the use of the Pocket Parks for the Forest School.
- b) Receive proposal for location of new play equipment at the fun field from Awards for All grant and reserve funds. Recommendation: To approve the siting of the new play equipment and delegate authority to the Clerk in consultation with the Chair LMC to implement accordingly.
- c) Parking at the Fun Field – Receive arrangements regarding parking on Peterborough Road as the Council's February 2019 decision was revisited overruled by the Governance committee in favour of alternate approach in March 2019. Recommendation: To receive a further report back following the implementation of the new signage and use of the cones.

- d) Receive monthly fun field and play area inspections and agree corrective action if necessary. Recommendation: to receive an update report to a future meeting and approve the action identified.
- e) Note cemetery fence repairs. – Budget £500. Works to be undertaken as part of the WPC maintenance of assets. Recommendation: To delegate authority to the Clerk in consultation with the Chair LMC to undertake the works to the cemetery fence.

11. ACCOUNTS MATTERS:

- a) Recommendation: Receive, approve and adopt annual accounts to 31st March 2019.
- b) Recommendation: Approve Section 2 of the AGAR
- c) Recommendation: Approve accounts including those paid under delegated powers:

Webhosting	1and1	4.99	1.00
Delivery/Prime	Amazon	7.99	
No Parking signs	Ebay	91.92	
Shed for flood equipment	Kybotech (t/a Gdn Buildings Dir)	359.42	71.88
Defibrillator signage	Defib Store	80.00	16.00
Webhosting	1and1	76.04	15.21
Refreshments at pancake race	Glebe Stores	7.78	
Cleaning	K. Penta	40.00	
Bank charges	Unity	18.00	
Bench refurbishment	J Howe	400.00	
Rebuilding bins		210.00	
Traffic cones	Amazon	64.47	
Cleaning	K Penta	20.00	
Fun Field grasscutting	CGM Group	68.00	13.60
Litter pick signage	Coles Builders	46.52	9.31
Water at Allotments	Anglian Water	40.53	
Water at Fun Field	Anglian Water	54.14	
Fixings	Earth Anchors	74.00	14.80

12. REPORT FROM MEMBERS ON OUTSIDE BODIES: Village Hall AGM and update re trusteeship on village hall.

13. NOTICES / CORRESPONDENCE ETC:

14. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD:

MAY MEETING IS THE annual meeting of the parish council at which, in accordance with statute, the first item of business will be the election of the council's chairman for the forthcoming year. Thereafter, the meeting will deal with the approval of policies, consider plans for the forthcoming civic year, re-visit the budget and make necessary virement arrangements, consider the council's capacity and additional projects for the year, reiterate members' obligations with regard to interests and other matters. Consider other items to be included on that agenda.

Date: 3rd April 2019

Signed Sarah Dodger Parish Clerk/Proper Officer