



WARMINGTON COUNCIL

Clerk to the Council: Sarah Rodger

Tel: 01780 435084

clerk@warmington.org

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

PARISH COUNCIL AND ITS COMMITTEE MEETINGS ARE MEETINGS OF THE COUNCIL HELD IN PUBLIC

They are not public meetings, although members of the public have opportunity to speak at the appropriate agenda item in the meeting. After that point the meeting is not open to public participation. However, in certain cases and to facilitate useful discussion, the chairman will close the meeting to allow input from 3rd parties as necessary. At the appropriate juncture, please advise if there is a specific item in which you have interest in order that it can be brought forward in proceedings at the chairman's discretion.

To: Members of the Council

You are hereby invited to attend a meeting of Warmington Parish Council at Warmington Village Hall on Monday 10th June 2019 at 7.00pm for the purpose of transacting the following business:

You are reminded that it is unlawful to make decisions at the meeting regarding matters not specified on this agenda.

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

1. **RECEIVE NOTE ATTENDANCE** - Receive & approve apologies for absence.
2. **DECLARATIONS OF INTERESTS** – Declarable Pecuniary Interests / [applications for dispensation](#) regarding any items on the agenda.
3. **RECEIVE AND APPROVE [MINUTES](#)** of the 9th May and 13th May 2019 council meetings along with notes from Elton2 LLG meetings on May 18th and June 3rd.
4. **OPPORTUNITY TO ADDRESS ANY MATTERS ARISING FROM THE MINUTES** not dealt with elsewhere on this agenda – Note that this is reference only – no decisions can be taken from matters arising.
5. **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 at the meeting 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.

6. **WARMINGTON2031 - NEIGHBOURHOOD PLAN:** Receive update and allow decisions on any matter requiring attention
7. **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). Note that matters of [MATERIAL PLANNING CONSIDERATION](#) are relevant in when considering an application.

Click on underlined links to view:

- a) [19/00688/FUL](#) | Two storey and single story rear extension to dwelling | 3 Spinney Close Warmington
 - b) [ELTON2](#): LOCATION: Elton Quarry, Peterborough Old Road, Eaglethorpe, Warmington, Peterborough, PE8 6SN
 - [19/00035/MINFUL](#): **Retrospective extension to the existing plant and ancillary works site**
 - [19/00034/MINVOC](#): **New processing plant to be erected & import reclamation material, a**
 - [19/00033/MINFUL](#): **Mineral extraction, construction of a bailey bridge** to cross a branch of the River For
- Update on recent LLG public meetings and opportunity to consider submission of initial representation from the parish council.
- c) Information only: Working men's club development update.
8. **GREENWAY:** Update on project progress to date and consideration of any material changes to previously agreed plans.

9. LAND MANAGEMENT MATTERS:

- a) To receive interim arrangements for training of for volunteers carrying out ground works, (for H&S, due diligence and insurance purposes).
- b) Receive latest inspections reports of Nene Pasture [play area](#) and the [recreation ground](#). Consider recommendations therein or additional matters raised at the meeting for remedial or preventative measures.
- c) Update situation regarding RoSPA inspection, advise date if yet known.
- d) Allotments: Short update regarding recent maintenance issues completed

10. GRANT UPDATES:

- Update on grant applications for Red Kite Heritage Trail project
- Closure of Awards for All grant.
- Opportunity to form a working party to identify un-met need for further capital or community grant investment to report to future parish council meeting for consideration and arrangement for proper project management (including existing capacity commitments.).

11. GOVERNANCE MATTERS:

- a) Consider and resolve the appointment of the chairman of the governance committee as chairman of a governance sub-committee to consider staffing issues, including approval of the admin assistant contract of employment and job description. The chairman of the parish council and at least one member of the governance committee to be appointed to the sub-committee as well.
- b) Resolve increase of 1 SCP to administration assistant following satisfactory completion of initial 3 month period.
- c) Receive internal auditor's submission of the Annual Governance and Accounts Return (AGAR) and separate internal audit report and recommendation(s). Note contents and resolve to carry forward to June meeting for further consideration.
- d) Consider and approve [section 1](#) of the AGAR, in consideration with guidelines laid out by SAAA [Practitioners Guide](#)
- e) Consider clerk's TOIL/ overtime in light of May/June workload and holiday to be paid from 2018/19.

12. ADOPT AND/OR RE-ADOPT GOVERNANCE PROCEDURES AND POLICIES:

- Risk Assessment Policy*
- Parish Council Aims and Objectives *
- Financial Regulations*
- Standing Orders *
- Co-option policy *
- Health and Safety Policy *
- [Proposed motions policy and protocol](#)
- Asset Risk Assessment Policy
- Memorial safety policy
- [House style for parish council](#)
- Equal opportunities Policy *
- Cemetery Standing Orders *
- [GDPR policy](#)
- Logo for parish council
- [Complaints Procedure](#)
- Terms of reference for committees
- Standards in public life / dignity at work policy
- Code of Conduct
-

13. COMMUNITY / COUNCIL MATTERS:

- a) Consider items for stand at church garden party on 28th June to promote parish council and receive public feedback. Consider items to discuss at June meeting.
- b) Police crime reporting: Update from Cllr Howard
- c) Flood training – 6th July 10am to midday

14. CLERKS REPORT: Update report on progress from previous resolutions.

15. ACCOUNTS MATTERS:

- a) Recommendation: Approve [Section 2](#) of the AGAR
- b) Receive accounts to date for 2019/20
- c) Approve accounts for payment below, including those paid under delegated powers:

Goods/service	Supplier	Nett	Gross
Siding footpaths	CGM	252.00	302.40
Siding footpaths	CGM	378.00	453.60
Siding footpaths	CGM	357.00	428.40

Electricity consumption	SSE	368.24	439.33
Play equipment	Playscape Playgrounds	7,995.00	9,594.00
Highways on the 25th April and 27th May.	CGM	304.00	1,180.20
Play Area and Adjacent Bank 26th April, 13th and 24th May.		12.00	
Nene Pastures green 26th April, 13th May & 24th May.		67.50	
Churchyard 25th April, 13th and 28th May.		189.00	
Cemetery 25th April, 13th and 28th May.		90.00	
Rec ground 25th April, 15th and 27th May.		132.00	
Football pitch		72.00	
Electricity		SSE	
Prep of consultation & basic condts Statement	Kirkwells	700.00	840.00
Pension Payment (paid)	NEST		178.93
Footpath spraying (paid)	CGM	15.00	18.00
Salaries (paid)			1,377.32
Multipay setup fee (paid)	Unity Bank	50.00	50.00
Local Councils Explained books (paid)	NALC	34.98	34.98
Rotivator repairs (paid)	MowerMan	40.00	40.00
Website hosting SQL databases (paid)	Inonis	11.88	14.26
Allotment tap installation (paid)	J H Roofing	580.00	580.00
streetlight maintenance (repairs) (paid)	Eon	68.56	82.27
Allotment shed padlock (paid)	Amazon	9.56	11.48
Lenovo laptop (paid)	Amazon	233.33	280.00

16. Opportunity to discuss meeting(s) to clarify officer/member protocol, ways of working, address concerns of past ways of working and ensure proper working practices and best practice going forward. If unresolved, consider staffing issues sub-committee to meet to discuss disciplinary and grievance procedures.

17. NOTICES / CORRESPONDENCE ETC:

18. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD:

Dog bins, new sign for the recreation ground, a permanent BBQ at the recreation ground, refresh Warmington2031.org, update photos, defibrillator promotion,

Signed Sarah Dodger Parish Clerk/Proper Officer

Date: 5th June 2019