

WARMINGTON PARISH COUNCIL

Minutes of the meeting of Warmington Parish Council
12th December 2019 at 7.00pm

In the Warmington Primary School, Warmington.

These minutes reflect the order in which matters were discussed as opposed to the published order of business:

- 1436. ATTENDANCE - PRESENT:** Cllr Gillian Beeby, Cllr Chris Ellard, Cllr Nikki Howard, Cllr Nigel Rudd (chairman), Cllr Debbi Scotting and Cllr David Strafford. Also present: two members of the public, the clerk and Steve Cheeseman as a member of the governance committee with specialist knowledge regarding planning matters, the impact of the Elton2 proposals and Warmington 2031. Apologies received from Philip Douglas and Joanna Simpson due to personal commitments. It was **RESOLVED** to accept these apologies. Absent: David Short
- 1437. Declarations of interests:**
- Cllr Nikki Howard declared a pecuniary interest in the Big Green ditch clearance due to the proximity to her property.
 - Cllr Debbi Scotting declared a personal interest in planning item relating to Elton2 mineral extraction as she is a neighbour to the site.
 - Cllr Nigel Rudd reaffirmed his standing personal interest, for which he has a dispensation to the end of the current parish council term of office, as he is related to someone who works for the planning inspectorate.
- 1438.** There were no questions or statements from members of the public.
- 1439. Licence, Development and Planning Matters:**
- a) ELTON2 update: A summary document containing additional representations submitted by the applicant's agent had been circulated in advance of the meeting, along with a position statement from Northamptonshire County Council. It was noted that the target determination date is 29th February 2020 and that Northamptonshire County Council has granted the parish council an extension to submit its comments after the next meeting of the full council on 13th February. There was a discussion surrounding the request from the applicant's side to arrange a meeting with the parish council, however the council is clear in its intent to hold meetings in a public forum only and due to time constraints, this will be necessarily be 13th February. There may be cause to effect an earlier start time, or a stand alone meeting prior to the parish council meeting, but these will be public events. Frustration was expressed at the lack of clarity and access to submissions by all parties on the Northamptonshire County Council planning portal which differs a great deal from that of East Northamptonshire Council, which members and the public are used to. The clerk was instructed to investigate whether it is possible to view all submitted representations, over and above those from statutory consultees already received from Northamptonshire County Council planning. [*Note to minutes – this has been confirmed as possible – NCC will be sending all non-statutory responses to Elton2(i) as soon as possible and then those to Elton2(ii) after the closure date of 3rd January.*]
- Regarding the second set of consultation papers, initial scoping of the documents suggests that a number of points that arose from the initial representations from the parish council and other parties have not been addressed. The bailey bridge is no longer in line with the understanding of what a bailey bridge is but was reported to involve piling and creation of concrete 'piers'. Initial impressions suggest that there are various implications for the community, boat club and amenity value of the area to be taken into consideration. Members will familiarise themselves with all aspects of the application before the February meeting.
- b) Warmington2031 – Warmington Neighbourhood Development Plan. It was noted that the plan has passed the inspection and, with minor revisions in accordance with the inspector's recommendation, the referendum stage, with a 92% majority of 48% of the electorate voting to approve the plan. It will be put before East Northamptonshire Council planning policy committee meeting on 17th December to be formally 'made'. At that point it will become a fully endorsed part of the statutory planning process with full weight to guide most planning applications. [*Note to minutes – this has been confirmed as having taken place between the PC meeting and preparation of the minutes.*]
- c) 19/01865/FUL | Replacement of pitched roof single storey rear extension with larger flat roof extension; new front bay window along with canopy and porch and detached potting shed in the rear garden | 37 Pierce Crescent Warmington. council has no objections or further comment to make.
- 1440.** It was **RESOLVED** to approve the minutes of the full parish council meeting held 10th October 2019 and note 7th and 14th November 2019 governance committee minutes.
- 1441. GREENWAY:** The project is being positively progressed in liaison with Elton estates. Three tenders, from five approached, had been received by the cut-off time on 12 December 2019. These require thorough price and quality reviews. It was **RESOLVED** to delegate the decision regarding the appointment of contractors to the

clerk in consultation with the chairman of the parish council and the project manager overseeing the Greenway scheme in Warmington. The decision would be circulated to all members, for comment if necessary, prior to the awarding of the contract.

1442. LAND MANAGEMENT MATTERS:

- a) A copy of email of notification of works to a tree and the hedge alongside the play area, by the developer of the Working Men's club housing, (rather than the parish council's contractor) had been circulated with the agenda. There was objection to the removal of the tree. The clerk will liaise with the contractor to arrange a site meeting to discuss further.
- b) Debrief of fireworks event: The event had been a success and David Strafford was congratulated on his considerable efforts. It was agreed that a working party / sub-committee meeting to address issues arising and prepare for 2020 event would be arranged in the new year to include Debbi Scotting for health and safety management and the clerk for governance issues. In the meantime, David Strafford had already held a meeting with non-elected members and he thanked all involved.
- c) The monthly play equipment checks had not been carried out but would be available at the January meeting of the land management committee.
- d) It was **RESOLVED** to budget £750 for repairs to the zip slide and appoint Playscape Playgrounds to carry out the works.
- e) It was **RESOLVED** to budget £500 for repairs to the churchyard gates. However, it was agreed to defer discussions regarding works to the churchyard gates for the time being whilst the clerk was instructed to write to the parochial church council to seek information as to the capital proceeds of the sale of the old vicarage and the benefice meeting room which the parish council believes to have been a community asset. The parish council is keen to discover whether the parochial parish council has received any recompense in return for the loss of parishioner benefit.
- f) It was agreed not to proceed with ditch work at Big Green pocket park by an external contractor. The Pocket Park working group would be approached to ascertain whether they would be available to do some of the works.
- g) A recent incidence of vandalism at the changing cabin was reported. As there had been no further or current issues, it was agreed to monitor and review the situation.

1443. HIGHWAYS MATTERS:

- a) A notification of works at a private property at Hautboy lane was noted. The council will assist in publicising this via social media.
- b) It was **RESOLVED** that the council will appeal against the proposed speed limit change on Peterborough Road in accordance with the procedural information circulated with the agenda, on the basis that pedestrians use the verge to access right of way PD22.
- c) It was agreed that David Strafford would ask David Short to volunteer to check the grit bin levels of the bins belonging to the parish council. The procurement of grit would be delegate to the clerk who will identify potential suppliers.

1444. GOVERNANCE MATTERS:

- a) It was agreed to remove Gillian Beeby as a signatory to the bank account and online banking facility. The forms for new bank signatory were duly signed following attendance at NALC councillor training as per resolution made earlier in the year.
- b) The agenda process and procedure for requests for items to be included on the agenda were noted – the clerk will prepare the agenda in consultation with the chairman. Members would use an [agenda request](#) form for items completely new to the council, and would use the form for other items to ensure that the relevant information is available to accompany their proposal.

1445. It was **RESOLVED** that standing orders be suspended as the meeting had reached 2 hours.

1446. COMMUNITY / COUNCIL MATTERS:

- a) 2019 events – The Christmas party was confirmed as 15th December 4.30-6.00pm, preceding church carol service. All arrangements were in hand.
- b) VE Day celebration proposals had been circulated in advance and were noted. The priority is to encourage other people to become involved in working party (land management sub-committee) event planning meetings and to liaise with the school, which Debbi Scotting undertook to lead on.
- c) The last monthly surgery had raised a number of concerns from a resident including gas in the village, street signage, Church Street from urban limit to the A605, a newsletter, gigaclear and various councils' functions. These concerns will be monitored going forward.

- d) Police crime reporting: Nikki Howard updated the meeting on October's crime statistics. At one of the councillor surgeries, she spoke with PCSO Artur Pereria regarding anti-social behaviour and undertook to follow up on that discussion.
- e) The Orchard Pocket Park procurement project is progressing. The parish council's solicitor is waiting to hear from LGSS, the solicitor acting for the sellers.
- f) Flood plan project would be carried forward. The plan itself is complete. The outstanding actions are to write to landowners reminding them of their riparian duties and try to identify a skills audit, within the constraints of GDPR.
- g) It was **RESOLVED** to budget £100 for contingency for death of a senior member of the royal family.

1447. CLERKS REPORT:

- a) Reports of [progress](#) from previous resolutions and [decisions](#) made under delegated powers were noted. The matter of the approval of the new logo and decal during the summer was mentioned. The clerk was instructed to include the information with the minutes.
- b) The clerk's annual appraisal would be carried out on 20th December.

1448. ACCOUNTS MATTERS:

- a) Accounts to date were noted. It was **RESOLVED** that they reflect an accurate summary of the financial position of the council at end November.
- b) Consideration was given to three scenarios of budget requirements for 2020/21 which had been circulated in advance of the meeting. It was **RESOLVED** to set a revenue income budget of £76,091 and budgeted revenue expenditure of £76,091 and a further potential £70,500 income and expenditure of grant or loan funded projects, as per appendix 1 attached. It was **RESOLVED** to raise a precept demand of £69,780.00
- c) A 5-year forecast had been circulated in advance of the meeting.
- d) A resource in kind with a monetary value of voluntary input by members of the council, committees and public was noted. Approximately 200 working days = approximately £35,000.
- e) It was **RESOLVED** to approve the following accounts for payment plus those under delegated authority.

Goods/service	Supplier	Nett	Gross
Legal fees	Vincent sykes	1,270.00	1,524.00
Printing Xmas leaflets	Inkwell	47.00	47.80
Conference	SLCC	247.00	280.80
Clerk's manual	SLCC	23.75	23.75
Noticeboard header	Earth anchors	95.95	115.14
Rose garden	Hughgardens	50.00	50.00
Play area grasscutting	CGM	43.00	51.60
Nene pastrures Green	CGM		On hold
Play area hedge	CGM		On hold
Play area garden hedge	CGM		On hold
Xmas party sundries	Gillian Beeby		39.93
Office (108.85) & clerks expenses (367.37)	Sarah Rodger	473.84	476.22

1449. REPORT FROM MEMBERS ON OUTSIDE BODIES: There was a brief report regarding the Village Hall Trustees AGM.

1450. NOTICES / CORRESPONDENCE: There were no matters of note, other than those circulated between meetings.

1451. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD: A parish council newsletter would be included at February' meeting

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 21.58

Date of next meeting: 13 th February 2020		
Approved by Warmington Parish Council:		
Signature of Chairman of following meeting:		Date

Budget Income	
Precept <i>LGFAⁱ S41</i>	69,780
Interest Received	400
Donations Received	0
Recreation Ground Income	800
Allotments Rent	345
Memorial Fees	750
Fireworks/Bonfire party	2,500
S136 Urban verges income	1,016
Other Income	500
General grants income	2,500
ENC CFF Greenway grant	0
ENC CFF Other grants	10,000
AWA Grants	10,000
Grantscape grant	20,000
S106 (CIL) income	13,000
Lighting replacement loan	15,000
Total Income	146,591

Overhead Expenditure	
Salaries <i>LGAⁱⁱ 112</i>	30,690
Pension(Pensions Act 2008)	1,170
Staff Mileage & Benefits <i>LGAⁱⁱⁱ 111</i>	450
Staff other Expenses <i>LGA^{iv} 111</i>	100
Training <i>LGA^v 111</i>	850
Chairman's Allowance <i>LGA^{vi} 15(5)</i>	100
Members Expenses <i>LGA^{vii} 111</i>	0
Bank Charges <i>LGA^{viii} 111</i>	72
Audit Fees <i>LGA^{ix} 111</i>	640
Professional Fees <i>LGA^x 111</i>	0
Subs & Memberships <i>LGA^{xi} 111</i>	645
Insurance <i>LGA^{xii} 111</i>	1,450
Stationery <i>LGA^{xiii} 111</i>	200
Postage <i>LGA^{xiv} 111</i>	28
Telephone & Broadband <i>LGA^{xv} 111</i>	180
Website <i>LGA^{xvi} 111</i>	200
IT <i>LGA^{xvii} 111</i>	500
Elections <i>LGA^{xviii} 111</i>	0
Meeting Room Hire <i>LGA^{xix} 111</i>	700
Section 137 Expenditure <i>LGA^{xx} 137</i>	0
Neighbourhood Plan Localism <i>T&PA 1190S61F(1),(2)^{xxi}</i>	100
NP commitments Localism <i>T&PA 1190S61F(1),(2)^{xxii}</i>	1,000
Street Lighting consumption ^{xxiii}	4,333
Street lighting maintenance ^{xxiv}	1,167
Refuse Arrangements <i>LA^{xxv} ss5-6</i>	300
Grants & Donations Paid	500
Maintenance - Cycle Way	0
Destination Warmington <i>LGAXxvi144</i>	500
Defibrillator <i>PHA^{xxvii} s234</i>	350
Traffic Monitoring <i>HA^{xxviii} S274a</i>	0
Flood Project <i>PHA^{xxix} s260</i>	100
Future Revenue/Capital/Conting	5,000
Ex NCC Discretionary Services <i>LGA^{xxx} 136</i>	1,000
Landscaping/Environment/Civic <i>HA^{xxxi} S96</i>	2,000
War memorial	100
Maintenance - Urban Highway <i>HA^{xxxii} 136</i>	1,216
Tree Works <i>HA^{xxxiii} S96</i>	500
Hedge works/grounds control <i>HA^{xxxiv} S96</i>	2,925
Grass Cutting <i>PHA^{xxxv} S164</i>	3,130
Litter Picking <i>PHA^{xxxvi} S96</i>	100
Pocket Park <i>PHA^{xxxvii} S164</i>	500
Bonfire Night <i>LGAXxxviii145</i>	1,500
Bonfire night donations	1,000
Cohesion Event <i>LGAXxxix145</i>	3,000
RoSPA Inspections <i>PHA^{xl} S164</i>	230
Maintenance - Play Area <i>PHA^{xli} S164</i>	500

Maintenance - Recreation Grd PHA ^{xlii} S164	1,350
Cabin-maintenance & cleaning LG(mp) ^{xliii} S19	500
Maintenance - Football pitch LG(mp) ^{xliiv} S19	640
Allotments Expenditure SHAA ^{xlv} S23, 25	300
Churchyard LGA ^{xlvi} 215	500
Cemetery LGA ^{xlvii} 214	150
Rates LGA ^{xlviii} 214	155
Red kite trail LGA ^{xlix} 144	10,000
S106 Open space	13,000
Amenity projects	3,000
Awards for all funded projects	10,000
Grantscape funded projects	20,000
Safety projects	2,500
Lighting upgrade project ^l	15,000
Sundries	470
Overhead Expenditure	146,591
Total Budget Income	146,591

- i LGFA – [Local Government Finance Act 1992](#)
- ii LGA – [Local Government Act 1972](#)
- iii LGA – Local Government Act 1972
- iv LGA – Local Government Act 1972
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- vii LGA – Local Government Act 1972
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- xv LGA – Local Government Act 1972
- xvi LGA – Local Government Act 1972
- xvii LGA – Local Government Act 1972
- xviii LGA – Local Government Act 1972
- xix LGA – Local Government Act 1972
- xx LGA – Local Government Act 1972
- xxi T&P A [Town & Country Planning Act 1990](#)
- xxii T&P A Town & Country Planning Act 1990
- xxiii [Parish Councils Act 1957](#) s3 / [Highways Act 1980](#) s301
- xxiv [Parish Councils Act 1957](#) s3 / [Highways Act 1980](#) s301
- xxv LA - [Litter Act 1983](#)
- xxvi LGA – Local Government Act 1972
- xxvii PHA – [Public Health Act 1936](#)
- xxviii HA- Highways Act 1980
- xxix PHA – Public Health Act 1936
- xxx LGA – Local Government Act 1972
- xxxi HA- Highways Act 1980
- xxxii HA- Highways Act 1980
- xxxiii HA- Highways Act 1980
- xxxiv HA- Highways Act 1980
- xxxv Public Health Act 1875
- xxxvi [Public Health Act](#) 1875

xxxvii	Public Health Act 1875
xxxviii	LGA – Local Government Act 1972
xxxix	LGA – Local Government Act 1972
xl	Public Health Act 1875
xli	Public Health Act 1875
xlii	Public Health Act 1875
xliii	Local Government (miscellaneous Provisions) Act 1976
xliv	Local Government (miscellaneous Provisions) Act 1976
xlv	SHAA – Small Holding and Allotments Act 1908
xlvi	LGA – Local Government Act 1972
xlvii	LGA – Local Government Act 1972
xlviii	LGA – Local Government Act 1972
xlix	LGA – Local Government Act 1972
I	Public Councils Act 1957 / Highways Act 1980