

WAPPENHAM PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD VIA ZOOM
AT 7:30 P.M. ON WEDNESDAY 16th DECEMBER 2020**

PRESENT: Cllrs P Featherstone (Chairman), I Atkins, A Robbins, M Stewart, S Thompson, H Wickham, M Wilkinson

ABSENT: None

IN ATTENDANCE: Mrs E Hart (Clerk)

84.20/21 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

None.

85.20/21 TO INVITE DECLARATIONS OF INTEREST:

Councillor	Agenda Item	Reason
P Featherstone	5.2 Finance Schedule – to approve payments	Invoice presented for payment (Tree Guard)
S Thompson	13 – Street Areas	Owner of property (2 Highbridge Road)

86.20/21 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4TH NOVEMBER 2020

RESOLVED: To approve the Minutes of the Parish Council Meeting held on 4th November 2020

**87.20/21 TO NOTE REPORTS FROM:
A. The Clerk**

MATTERS ARISING

Minute 68.20/21 A Application S/2020/1507/FUL Holly Cottage 12 High Street Wappenham NN12 8SN

The application has still not yet been decided.

**Minute 73.20/21
Village Directory**

This has been updated and circulated and will be uploaded when signed off by the PC.

Agreed that Councillors should submit any further comments to the Clerk by 22nd December prior to the updated document being uploaded to the website.

Regarding the British Legion entry, it was **noted** that Cllr Wickham would put out a note on WIZ regarding the poppies which had been displayed on the village entry sign.

Tree guard

The invoice has been received and a claim can now be made to SNC.

Minute 74.20/21

An invoice was requested from the Village Hall and is presented for approval.

Minute 78.20/21 Parishioner Correspondence

Memorial bench/tree

Helen Howard has confirmed that consent must be sought from the Regulations Team

OTHER

The Clerk attended the SNC Clerk's forum on 8th December. Topics of interest were the forthcoming elections, census 2021 and the new unitary council. Clarity is awaited regarding the length of the term of office of the elected Parish Councillors.

Planning – an application has been received regarding a neighbouring parish: Slapton
S/2020/2081/FUL- Slapton Manor Farm Chapel Lane Slapton NN12 8PF - Continued use of land at Slapton Manor as an events venue for weddings and other private functions, including the temporary siting of a marquee on the land for no more than nine months in each calendar year.

<https://snc.planning-register.co.uk/plandisp.aspx?recno=108647>

RESOLVED: To Support the Application

Parishioner correspondence

Regarding damage to a wall on Highbridge Road – Helen Howard has indicated she would like to meet on site on Friday 8th January at 10am
Regarding an increase speeding traffic due to the A43 night road closure – the Police have confirmed they will increase their presence and monitor speed if deemed necessary.

B. the Chairman

Cllr Featherstone reported that he had done some research on conservation areas, tree protection and protection of open spaces.

Noted that creating a conservation area would impose much stricter planning requirements than are currently in place and that this would also extent to tree management.

Noted that some areas such as Wild Hill are already identified in the VDS as important and worthy of protection.

Agreed that whilst the Council had no desire to see a conservation area created, further discussion was warranted in the future regarding open spaces, trees and notable properties.

88.20/21 FINANCE SCHEDULE:

A. To Approve the Statement

Cash and Investment Accounts	
Current Account – Santander (10 th December)	3269.46
Deposit Account (NS&I) (Jan 2020)	1615.22
Total	4884.68
Santander daybook balance @15th December 2020	3269.46

RESOLVED: To Approve the Statement above.

B. To Ratify and Approve the Payments

Requests received	NET	VAT	TOTAL	Cheque number	Applicable Power	Resolved to approve? Y/N
E Hart Wages (3/4)	524.61	0.00	524.61	22065	LGA 1972 s111	Y
Wappenham Village Hall	80.00	0.00	80.00	22066	LGA 1972 s111	Y
P Featherstone (tree guard)	295.00	59.00	354.00	22067	Local Government Act 1972, s.214(6)	Y

RESOLVED: To Approve the Payments above.

C. To Note Receipts

None.

89.20/21 BUDGET SETTING**A. To set draft payments budget**

All payment items on the circulated budget paper were reviewed.

RESOLVED: To Set a Draft Payments budget of £3341.70 as per Appendix A.

B. To set draft receipts budget

All receipts items on the circulated budget paper were reviewed.

RESOLVED: To Set a Draft Receipts budget of £7 (excluding precept) as per Appendix

C. To note precept letter from SNC for 2021/22

Noted that the tax base for 2020-2021 was 151.1 and the estimated tax base for 2021-2022 is 148.4.

90.20/21 PLANNING APPLICATIONS –TO RECEIVE UPDATES

Noted that Application S/2020/1507/FUL Holly Cottage 12 High Street Wappenham NN12 8SN remains undecided.

RESOLVED: To Request the reason for the delay from Development Control

Action: the Clerk

91.20/21 POLICIES AND DOCUMENTATION**A. Annual review of Standing Orders**

RESOLVED: To Re-adopt Standing Orders as circulated.

B. Annual review of Financial Regulations

RESOLVED: To Re-adopt Financial Regulations as circulated.

C. To Review Policies Document issued by NorthantsCALC and determine any action required

RESOLVED: To review the document in order to consider a proposal for the January meeting.

Action: Clerk, Cllr Featherstone

92.20/21 TO RECEIVE AN APPLICATION FOR THE FREEDOM OF THE VILLAGE

Cllr Featherstone submitted an application.

RESOLVED: That Eric Malcomson be awarded Freedom of the Parish for his services to the village as outlined in the application which had been exceptionally valuable during the pandemic.

Noted that Tove Valley Broadband required more positive support in order to proceed with fibre optic installation and that a mail shot may be beneficial to realise this.

93.20/21 CONSIDERATION OF REQUEST TO INSTALL A TREE/MEMORIAL BENCH

Cllr Wickham informed the meeting that discussions were continuing regarding the bench refurbishment.

A silver birch was the preferred option for a memorial tree and the Regulations Team would be informed of this (and the fact that it would be protected by a tree guard)

Action: the Clerk

94.20/21 TO CONSIDER PARISHIONERS' CORRESPONDENCE

The response from Helen Howard regarding the necessary works near the Slapton junction was **noted**.

95.20/21 GENERAL CORRESPONDENCE REVIEW (detailed in Appendix B)

Noted.

96.20/21 TO CONSIDER ISSUES RELATED TO HIGHWAYS, FOOTPATHS AND STREET AREAS INCLUDING CONSIDERATION OF THE RECURRING DAMAGE AT 2 HIGHBRIDGE ROAD

Communications regarding the A43 closures were **noted**.

Noted that the barrier works on Brookside had been completed.

Noted that parked cars on Rectory Way can cause access issues to larger vehicles and that parking on the pavement in Helmdon Road causes difficulties to pedestrians.

Agreed that the Parish Council is grateful to residents for parking as considerately as possible given the restrictions of the landscape.

The meeting with Helen Howard on Friday 8th January at 10am was **noted** and would be attended by the Clerk and Cllrs Atkins and Wickham.

97.20/21 TO RECEIVE ITEMS FOR THE NEXT MEETING

None.

98.20/21 TO SET FUTURE MEETING DATES

Wednesday 27th January 2021

Wednesday 10th March 2021

99.20/21 COUNCILLORS' COMMENTS

Cllr Robbins advised that the Freedom of the Village Scroll would be updated and then put up in the Village Hall.

The Meeting ended at 9:08 p.m.

Appendix A

December 2020 - Draft payments and receipts - 2021-22						
	Budget 2020/21	Actual	Expected Dec-Mar	Expected 2020/21	Draft Budget 2020/21	Comments
Receipts						
Precept	3,147.00	3,147.00	0.00	3,147.00		To be reviewed at January meeting.
Other (interest +VAT)	7.00	0.00	7.00	7.00	7.00	
SNC Grant			250.00	250.00		
VAT			69.80	69.80		Reclaim on tree guard
Total		3,147.00	326.80	3,473.80		
Payments						
s137 donations	0.00	0.00	0.00	0.00	0.00	
Village Improvements	91.00	30.96	354.00	384.96	30.96	VAS battery
Staff Costs	2,082.88	1049.22	1,049.22	2,098.44	2,161.39	3% increase as advised by NorthantsCALC
Auditor Fees (external)	0.00	0.00	0.00	0.00	0.00	
Internal audit fees	102.00	102.00	0.00	102.00	105.00	As advised by NorthantsCALC
Insurance	308.00	301.00	0.00	301.00	320.00	Increased - mindful of current circumstances
ICO fee	40.00	40.00	0.00	40.00	40.00	Standard fee still relevant
DPO fee	10.00	10.00	0.00	10.00	10.00	As advised by NorthantsCALC
NCALC +ACRE	242.04	243.29	0.00	243.29	246.35	Based on NorthantsCALC advised rate and 260 electors
Village Hall Fees	140.00	0.00	0.00	0.00	140.00	Assume resumption of face to face meetings
Other/admin	115.00	16.99	80.00	96.99	115.00	
Election costs	39.00	0.00	0.00	0.00	39.00	(Noting costs of contested election would be higher)
Training	84.00	0.00	0.00	0.00	84.00	Anticipate new Councillor training
Newsletter	50.00	0.00	0.00	0.00	50.00	Awaiting comments from Jane H
Website	100.00	100.00	0.00	100.00	0.00	No ongoing costs
Total	3,403.92	1,893.46	1,483.22	3,376.68	3,341.70	

Appendix B - Correspondence Received – 4th November – 14th December 2020**South Northamptonshire Council**

- Planning application: reference S/2020/2081/FUL- Slapton Manor Farm Chapel Lane Slapton NN12 8PF - Continued use of land at Slapton Manor as an events venue for weddings and other private functions, including the temporary siting of a marquee on the land for no more than nine months in each calendar year.
- Planning Inspectorate APP/Z2830/X/20/3258861: Poplars Farm NN12 8SU
- Parish Precept 2021-22

- Electoral Register Data
- Virtual Parish Forum – Agenda
- Free Inclusive Activities for South Northamptonshire based families
- Parish Update November/December 2020 – Editions 11/12

Northamptonshire County Council and Police

- Northamptonshire Highways - Weekly Schemes Works Programme For Councillors
- Tarmac A43 Whitfield & North Midland Construction A43 Scheme Updates
- Helen Howard – regarding Slapton Bridge and Highbridge Road
- Highway services weekly E- Bulletins
- Police - A43 night closure impacting villages
- Consultations
 - Questionnaire on proposed routes for the Farthinghoe Bypass
 - Consultation on Admission Arrangements for Northamptonshire Schools for 2022 Intake

NCALC

- Friday mini eUpdates
- New Councils Project Briefing - 15/12/20
- Northamptonshire Health & Wellbeing Survey
- TTRO(20/21) W325 - Brookside, Wappenham – road closure

Miscellaneous

- Agenda for HS2 Liaison Group meeting
- Parishioner correspondence regarding traffic speeds during A43 road closure, flooding works at Slapton bridge and a collision into a property
- Sport England Active Places - WAPPENHAM VILLAGE HALL – request regarding facilities
- Brackley Medical Centre GP practice - now fully operational
- Age UK Northamptonshire's December Engage Newsletter
- Ability - Bus Service information
- HMRC - Successful Receipt of Online Submission
- NCALC Internal Audit Service Satisfaction Survey
- SOFEA Emergency Community Larder launches for Lockdown 2.0