

# WAPPENHAM PARISH COUNCIL

Draft Minutes of the ordinary meeting of Wappenham Parish Council held on  
Wednesday 24<sup>th</sup> February 2016 at Wappenham Village Hall at 7:30pm

**Present:** Councillors Featherstone, Supple, Wickham, Wilkinson, Warren,  
**Three members of the public were present.**

Parish Clerk: Liz Hart

		<b>Action</b>								
<b>2100</b>	<b>Apologies</b>  Apologies had been received from Cllr Stewart for a personal commitment; these were accepted by the Council.									
<b>2101</b>	<b>Declarations of Interest</b>  Cllr Featherstone declared an interest in item 2105(c); Cllr Warren declared an interest in items 2105 (b) and (c).									
<b>2102</b>	<b>Approval of minutes of the 6th January 2016</b>  The minutes of the above meeting were approved and signed by Cllr Wickham.									
<b>2103</b>	<b>Matters Arising</b>  <i>2089e - e) To receive update on grant application for costs incurred for implementation of the Transparency Code and resolve any further actions required</i>  The new laptop had been received; the Clerk confirmed she would pass on the hard drive to Cllr Featherstone as Internal Control Councillor as a data back up.  <i>2904 - Risk assessment:</i> <i>a) annual review of risk assessment policy</i>  The Clerk would forward the latest copy to Cllr Wickham.	<b>Clerk</b>  <b>Clerk</b>								
<b>2104</b>	<b>To co-opt to fill the Councillor vacancy</b>  No one present put them themselves forward for co-option; item carried forward. Cllr Featherstone had circulated details of the new dates/timings on WIZ to try to attract some interest. One member of the public present was considering applying.									
<b>2105</b>	<b>Finance</b> <b>a) Financial statement</b>  It was resolved to accept the following statement as submitted: <table border="1" data-bbox="368 1780 1251 2016"><thead><tr><th colspan="2"><b>Cash and Investment Accounts</b></th></tr></thead><tbody><tr><td>Current Account – Santander (10<sup>th</sup> Feb)</td><td>4787.57</td></tr><tr><td>Deposit Account (NS&amp;I)</td><td>1573.94</td></tr><tr><td><b>Total</b></td><td><b>6361.51</b></td></tr></tbody></table> The Clerk was asked to ensure the change of signatories form was submitted to Santander.	<b>Cash and Investment Accounts</b>		Current Account – Santander (10 <sup>th</sup> Feb)	4787.57	Deposit Account (NS&I)	1573.94	<b>Total</b>	<b>6361.51</b>	<b>Clerk</b>
<b>Cash and Investment Accounts</b>										
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Deposit Account (NS&I)	1573.94									
<b>Total</b>	<b>6361.51</b>									

**b) To consider previously deferred grant application**

It was resolved to approve the PCC application to the value of £35.46 towards the purchase of a banner as additional information had been received.

**c) To agree bills for payment**

It was resolved to accept the following payments, noting the budgetary implications:

<b>Bills received</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	<b>Cheque number</b>	<b>Power</b>
E Hart	414.39	0.00	414.39	526	LGA 1972 s111
Wappenham Village Hall	130.00	0.00	130.00	527	LGA 1972 s111
P Featherstone	310.80	62.16	372.96	528	LGA 1972 s111
Wappenham PCC	35.46	0.00	35.46	529	LGA 1972 s137

**d) To note payments received**

The following payments were noted:

<b>Details</b>	<b>Date and account credited</b>	<b>Amount</b>
Interest	1 <sup>st</sup> January 2016 NS&I	11.72
Transparency Fund	15 <sup>th</sup> December 2016 Santander	462.00

**e) Annual review of standing orders and financial regulations**

It was resolved to re-adopt the policies as circulated.

**f) To considering alternative bank arrangements**

Item deferred to the next meeting.

**2106 To receive update on the Speed Radar Project and resolve any further actions required**

It was noted that a Purchase Order for £2160 had been placed with the agreed supplier on 9<sup>th</sup> December 2015. A quote from Highways for the installation of two poles was expected from Steve Barber.

**2107 Planning: - To receive update from the Clerk on planning issues/decisions**

It was noted that the application for Bloxhams Barn had been approved whilst the one for land adjacent to 43 High Street had been withdrawn.

Correspondence regarding the Poplar Farm application was discussed whereby concerns regarding potential issues during the build process had been raised. It was noted that the Parish Council had no powers regarding the conditions; enforcement would be the

**Clerk**

	responsibility of SNC. The Clerk was actioned to request details of the conditions which had been applied to the planning approval and confirmation that notification would be given when the applicant sought to discharge them.	<b>Clerk</b>
<b>2108</b>	<b>General Correspondence Review</b>  Correspondence as per Appendix A was noted. Plans for a new MOT station in Towcester were noted.  The Clerk was asked to forward the minutes of the Clerks' Forum once received.  There was discussion regarding the issue of poor parking on the Green; the Clerk was asked to seek clarification from Highways on the extent of the highway verge in the area. She would also forward the correspondence to the PCC for their consideration. The Clerk would confirm to Jim Wilson that the Parish Council had highlighted issues in the newsletter.	<b>Clerk</b>  <b>Clerk</b> <b>Clerk</b> <b>Clerk</b>
<b>2109</b>	<b>To consider ongoing maintenance of the village website</b>  It was resolved that the Clerk would provide an estimate of approximate time involved to upload to redesign the website and Cllr Supple would also obtain a quote.	<b>Clerk</b> <b>Cllr Supple</b>
<b>2110</b>	<b>To consider any actions regarding dog fouling problem in the village</b>  Cllr Featherstone informed the meeting that Cllr Wickham had been approached by David and Anette Wilson regarding their concerns and that subsequently he had met with them to discuss how the situation could be improved. He understood that the Wilsons had written an article expressing their concerns in the next newsletter. It was resolved that the Parish Council would continue to promote responsibility amongst dog owners and that a dog walking etiquette guide would be produced and uploaded to the website. The Clerk was asked to co-ordinate this. The Parish Council would also consider the provision of dog waste bins in the affected areas.	<b>Clerk</b> <b>Clerk</b>
<b>2111</b>	<b>To consider issue of water leak near the church</b>  No further action required as correspondence had been forwarded previously.	
<b>2112</b>	<b>To consider condition of the telephone box</b>  The Clerk was asked to report the box to BT as being in a poor state of repair.	
<b>2113</b>	<b>To consider any action required regarding highways issues including parking</b>  The issue raised had been highlighted in the Spring issue of the newsletter.	
<b>2114</b>	<b>To receive update from the Village Hall Committee</b>  Cllr Wickham confirmed that the VHC was reviewing the request from the Parish Council to have a PIR light installed .	
<b>2115</b>	<b>To consider preparations for the Queen's birthday</b>  Cllr Warren informed the meeting that a celebration was planned at the Village Hall on 12 <sup>th</sup> June; it had been suggested that the Chairman of the Parish Council might open the event. Details would be in the newsletter. The Clerk commented that a Temporary Event Licence from SNC might be needed. The event was positively received by the Parish Council.	
<b>2116</b>	<b>To consider Footpaths issues</b>  A sign is missing on a bridleway and would be reported on Street Doctor by Cllr Wickham.	<b>Cllr Wickham</b>

**2117 Dates of Future Meetings**

Wed. 6<sup>th</sup> April – 7:30pm – Ordinary Meeting

Wed. 4<sup>th</sup> May – 7:30pm – Annual Assembly

Wed. 18<sup>th</sup> May – 7:30pm – Annual Meeting of the Parish Council & Ordinary Meeting

Wed 29<sup>th</sup> June – Ordinary Meeting

**2118 Councillors' Questions**

It was noted that although the precept had increased year on year by 6.45% this only equated to approximately £168 across all properties in the village for the whole year.

**The meeting closed at 9:21pm**

**Appendix A - Correspondence Received – 6<sup>th</sup> January – 23<sup>rd</sup> February 2016**

**South Northamptonshire Council**

- Weekly Planning Application listings
- Acknowledgement of planning application comments
- Press releases: SPLAT activities, food waste campaign, new MOT station, details of preferred bidder' for the district's leisure operator, electoral registration reminder, community building shortlisted for design award, fundraising quiz, Nordic walk, Community Infrastructure Levy, new women only sports team, severe weather protocol activated to protect rough sleepers, a team building workshop for managers, Christmas tree recycling, health programme, former Councillor John Kilmister, illegal taxi drivers, food hygiene courses, Couteenhall conservation area review
- Electoral Register Data
- Community Infrastructure Levy presentation
- Notice of Parish Clerks Forum Friday 18 March at 10am
- Publicity for the food waste recycling service
- Acknowledgement of precept requirement receipt
- Staff directory

**Northamptonshire County Council**

- Highways' Newsletter
- County Council Newsletter
- Request for completed Parish Surveys
- Consultation on Northampton Northern Orbital Route
- Steve Barber – regarding details of quote for installing poles
- Superfast Broadband Newsletter

- Policing updates and alerts
- Street Doctor Updates
- Details of works at Abthorpe roundabout
- North Northamptonshire Joint Planning Unit: Proposed Main Modifications to the Submitted JCS Consultation
- Press Release : PCC to announce new major road safety initiative

## **NCALC**

- Update January/February 2016
- Revised training schedule
- Various clerking vacancies
- Internal auditor confirmation for 2016
- New Good Councillor's Guide

## **Miscellaneous**

- HMRC – confirmation of online submissions for Real time PAYE
- Santander – January, February statement
- 4 Counties Ground Maintenance Ltd – introductory letter
- Anette Wilson – regarding dog fouling
- David Bradshaw – regarding cat fouling and conditions of wind turbine construction
- Eliz Bond – memo from Anglian Water regarding water leak and related correspondence
- Jane Mordue – regarding possible water leak outside the church
- SNVB – newsletters, issues with new phone number, job vacancies, funding fair details
- Ondrej Mizerik – regarding damage to verge by the church
- Focus Magazine Group – request for event dates
- Michael Graham estate agents – regarding advertising in newsletter
- NS&I – annual statement
- ACRE - Oxfordshire Community First - Neighbourhood Planning roadshow details; request for Village of the Year judges, Winter Village Viewpoint Magazine, Best Village Competition
- Thermotor – advising delay to delivery of speed radar
- HMRC – employer updates
- Programme at Northampton Museums & Art Gallery
- Jim Wilson – parking on Greenside
- Alan Lauren – enquiry regarding PC vacancy
- Ebuyer.com – order receipt for laptop purchase
- Various parish clerks- comments on dog fouling with regard to forthcoming SNC Forum
- CPRE – Spring Road Show details
- SLCC – training schedule and details of 10th Practitioners' Conference
- Jane Mordue – regarding church grant application
- Trading Standards Newsletters