

# WAPPENHAM PARISH COUNCIL

Draft minutes of the ordinary meeting of Wappenham Parish Council held on  
Wednesday 25<sup>th</sup> May 2016 at Wappenham Village Hall at 7:49pm

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

Parish Clerk: Liz Hart

## 2144 Apologies

Apologies had been received from Cllr Stewart for a personal commitment; these were accepted by the Council.

## 2145 Declarations of Interest

Cllr Lauren declared an interest in item 2151b) as the owner of 2 Brookside Wappenham.

## 2146 Approval of minutes of 6<sup>th</sup> April 2016

The minutes of the above meeting were approved with amendments made to item 2126 for clarity: Third paragraph, line 4 deleted: "declare the details of the offer at the time" and inserted "discuss the application". Line 5 deleted: "as it would have been seen as a bribe to the village". The minutes were signed by Cllr Wickham.

## 2147 Matters Arising

2103 – The Clerk had updated the back up hard drive for Cllr Featherstone with the latest information and this was to be handed over.

2105 a ) *Financial Statement*

The Clerk confirmed that a further submission to Santander had been necessary to amend signatories and that this was due to take effect shortly.

## 2148 Finance

### a) Financial statement

It was resolved to accept the following statement as submitted:

Cash and Investment Accounts	
Current Account – Santander (10 <sup>th</sup> May)	5149.26
Deposit Account (NS&I) (Jan 2016)	1573.94
<b>Total</b>	<b>6723.20</b>

### b) To agree expenditure for payment

It was resolved to approve expenditure as detailed overleaf.

Action

Clerk

Requests received	NET	VAT	TOTAL	Cheque number	Applicable Power	Resolved to approve? Y/N
Close Invoice Finance Ltd	2160.00	432.00	2592.00	531	Road Traffic Regulations Act 1984, s72	Y
Hilary Wickham <i>(Refreshments)</i>	25.74	0.00	25.74	532	LGA 1972 s111	Y
Kierwsp	475.63	95.13	570.76	533	Road Traffic Regulations Act 1984, s72	Y

**c) To note income received**

Income received was noted as below.

Precept	
Santander (28 <sup>th</sup> April 2016)	1386.50

**d) To consider amount of funding required from the application for New Homes Bonus**

The Parish Council reviewed the funding required for the speed radar project; the Clerk was asked to submit a request for £1337 from the New Homes Bonus fund. £500 had already been received from the Empowering Councillors fund and the remainder would be funded from the Parish Plan monies.

Clerk

**e) To consider alternative bank arrangements**

Cllr Featherstone informed the meeting that Unity, the bank which he had intended to recommend had recently started to charge for banking. Therefore it was resolved to remain with Santander for the time being.

**f) To consider acquiring a defibrillator for the village**

It was noted that the village had been very supportive of the proposal at the Annual Meeting.

It was resolved that

- Cllr Featherstone would approach the chapel representatives to see if a defibrillator could be installed on the outside of the premises.
- The Clerk would check with SNC whether New Homes Bonus funding could be applied for to purchase a defibrillator.
- The Clerk would obtain three quotes for the equipment.

Cllr  
Featherstone

Clerk

Clerk

**g) To sign off Accounts for Year Ending 31/03/2016**

The Clerk presented the accounts for y/e 31/03/2016; after due consideration it was resolved that they be signed off.

**h) Annual Return - Approval of Annual Governance Statement**

The statements from the annual Governance section were reviewed. All responses were in the affirmative with final trust funds statement not applicable and it was resolved to approve the Annual Governance Statement. Cllr Wickham and the Clerk as Responsible Finance Officer signed Section 1 of the Annual Return.

**i) Annual Return – Approval of Statement of Accounts**

The Clerk presented the figures. It was resolved to approve the statement of accounts and Cllr Wickham and the Clerk as Responsible Finance Officer signed Section 2 of the Annual Return.

**j) To approve new Financial Regulations**

It was resolved to adopt the new Financial Regulations as circulated by the Clerk and Cllr Wickham signed the documentation and thanked Cllr Featherstone for the work he had put in to reviewing them.

**k) To sign off grant form and timescales**

It was resolved that the Clerk would circulate the grant form to Cllrs Wickham and Featherstone prior to distribution; the closing date would be 31<sup>st</sup> July to allow responses to be considered at the August meeting.

**2149 To receive update on the Speed Radar Project and resolve any further actions required**

The Clerk would update the asset register to include the radar and present it for approval at the June meeting. She would also contact Steve Barber to obtain further guidance about what paperwork needed to be signed off to be compliant with Highways regarding installation.

**Clerk**

**2150 To receive update on issues raised in the Annual Assembly**

It was felt that the state of the road from Wappenham to Towcester was very concerning; the Clerk was asked to communicate the issue to Cllr Morris.

**Clerk**

It was noted that Michael Koe had mentioned that Andrew Leadsom might have been able to hold a seminar in the village to discuss the EU referendum but in the event this had not been possible.

**2151 To receive final draft of dog walking leaflet and determine further action required**

This item was adjourned to the June meeting

**Clerk**

**2152 Planning**

**a) To consider response to SNC consultation on Local Plan Part 2A**

The Parish Council discussed the consultation questions and a response submitted by a parishioner and invited public participation. A member of the public commented that the National Planning Policy Framework would enable the village to resist development as it depends upon villages being sustainable which Wappenham is not. It was felt that the Parish Council was keen to support the needs of the elderly and young people with regard to their housing requirement and that this might mean being amenable to limited amounts of new development in the future within the confines of the existing village envelope. It was resolved to form a Working Party to consider the documentation and submit a response to SNC.

**Clerk**

**b) To consider consultation response to S/2016/0960/FUL at 2 Brookside Wappenham NN12 8SS**

*Cllr Lauren declared an interest in this item and left the meeting.*

The Parish Council resolved to support the application for a short term let, whilst expecting to see an appropriate condition placed upon the consent specifically to define the length of continued habitation permissible in order to stop the erosion of this type of annexed accommodation into totally separate dwellings. In addition the Parish Council noted the requirement to provide a certain number of car parking spaces under NCC Highways Policy and would therefore also expect to see a clause relating to this imposed upon the planning consent

*Cllr Lauren returned to the meeting.*

**c) To receive update from the Clerk on planning issues/decisions/conditions**

There were no further updates to be received.

**2153 General Correspondence Review**

Correspondence as per Appendix A was noted. Cllr Wickham would check whether she had received an update from Kierwsp for the Enhancement Gang works.

**Cllr Wickham**

**2154 To consider ongoing maintenance of the village website**

The Parish Council reviewed the costing estimates for the various options. It was resolved to form a Working Party to meet with Tessa Goodhart to firm up an estimate for creating a new website from a Wordpress template. The Working Group would consider what format and information the new website should have then report back to next meeting.

**2155 To receive update on highways issues**

The Clerk would check on the progress of the Street Doctor log regarding the ditch on Abthorpe Road.

**Clerk**

Cllr Wickham would contact Highways regarding the closed log concerning stones in the verges.

**Cllr Wickham**

The Clerk was asked to submit a log on Street Doctor regarding a hedge which was felt to be extending on to the highway at 43 High Street.

**Clerk**

**2156 To receive update from the Village Hall Committee**

Cllr Wickham confirmed that she would check whether the Village Hall Committee had received the email sent by the Clerk relating to a request for a grant.

**Cllr Wickham**

**2157 To consider preparations for the Queen's birthday**

The Church Service would take place at 2pm with the tea scheduled to start at 3pm.

**2158 To consider Footpaths issues**

None raised; it was noted that the paths are very well marked out.

**2159 Dates of Future Meetings**

Wed 29<sup>th</sup> June – 7:30pm - Ordinary Meeting  
Wed 10<sup>th</sup> August – 7:30pm – Ordinary Meeting  
Wed 21<sup>st</sup> September – 7:30pm – Ordinary Meeting

**2160 Councillors' Questions**

None.

**The meeting closed at 10:25pm**

## Appendix A- Correspondence Received - 6<sup>th</sup> April – 17<sup>th</sup> May 2016

### South Northamptonshire Council

- Weekly Planning Application listings
- Press releases: New SPLAT Activity Hub for May Bank Holiday, Booking lines open for May Half-Term fun, Funding windfall for young people in South Northamptonshire , Council support £100,000 investigation fund for rail freight depot, Community Funding Fair could help good ideas go the final furlong, Community sports club praised for its on-going improvements, Responses sought on Brafield-on-the-Green conservation area review, Silverstone Circuit campers given peace of mind thanks to award scheme, Fun for foodies at Towcester Food Festival, Building a bright future for Towcester town
- Planning consultation/Information for application reference S/2016/0960/FUL at 2 Brookside Wappenham NN12 8SS
- Staff directory
- Advice regarding bouncy castle use at events
- Electoral Register Monthly Changes
- South Northants Local Plan Part 2a Consultation – press release
- Clerks' Forum Presentation

### Northamptonshire County Council

- Highways' Newsletter
- Community Enhancement Gang Programme information
- County Council Newsletters
- Steve Barber – quote for installing poles
- Superfast Broadband Newsletter
- Local Offer Details
- Policing updates, monthly report and alerts
- BikeSafe 2016 details, CarKraft experience, Aviva Women's Tour returns to Northamptonshire
- 0-19 services consultation
- Northamptonshire County Council Highway Permit Scheme for Road and Street Works
- Details of works at Abthorpe roundabout
- Project to increase woodland cover on the Yardley Whittlewood Ridge
- TTRO(16/17) 082 - Wappenham Road, Helmdon – 12<sup>th</sup> June 2016 for three days

### NCALC

- Annual Meeting information
- Think Big invitation
- Various clerking vacancies
- Surveys for Parish Councillors and Clerks - reminder
- Information regarding automatic pension enrolment
- Training course schedule

## **Miscellaneous**

- HMRC – confirmation of online submissions for Real time PAYE, webinar details
- Santander – May statement
- Eliza Bond – comments regarding Local Plan Consultation
- SNVB – newsletters, funding fair details, job vacancies, South Northants VCS Forum
- Thermotor – regarding delivery of speed radar, invoice
- Alan Lauren – clarification of his position regarding wind turbine application
- Pensions Regulator – confirmation of automatic enrolment
- Michael Payne – regarding funding for the beer festival
- University of Leeds - Ownership of Square Copse nr Wappenham Lodge Farm
- Grand Union Housing Press Releases- GUHG well on target for their 2020 Vision, Grand Union gains tenants over £2million
- Various emails from parishioners regarding wind turbine proposal
- Aidan Jones – various regarding wind turbine application
- AON marketing information
- FS Training – marketing information
- National Plant Monitoring Scheme - Spring newsletter
- Entrust Care Partnership - Holiday Opportunities
- 2commune Ltd – quote for website