WAPPENHAM PARISH COUNCIL

Draft Minutes of the ordinary meeting of Wappenham Parish Council held on Wednesday 24th January 2018 at Wappenham Village Hall at 7:30pm

Present: Councillors, Lauren, Wickham, Wilkinson, Robbins, Stewart

Parish Clerk: Liz Hart,

			Action								
2383	Apologies										
	Apologies were accepted from Cllrs Supple and Featherstone.										
2384	Declarations of Interest										
	None declared.										
2385	Approval of minutes of the Ordinary meeting held on 13 th December 2017										
	The minutes of the above meetings were approved and signed by Cllr Lauren.										
2386	Matters Arising										
	2372/2352 Slapton Turn – the Clerk was asked to ask Mr Duffy if he put the fence up.										
	2372/2352/ 2343 Community Safety Partnership – Clerk to inform SNC regarding the Litter Pick. – it was noted that a letter of thanks had been received from SNC.										
	2372/2353b – Newsletter it was noted that the Clerk had requested and received the information from Jane Harries.										
	2372/2356 Freedom of Parish scroll - Anne Marshall will be providing samples of calligraphy to the Parish Council. Cllr Lauren informed the meeting that he had parchment type card available.										
	2374 – Website – the Clerk was asked to ensure future meeting dates were uploaded.										
	2380 Scheduled road closures – it was noted that there was possibly a conflict of dates with works on Brookside and the High Street. The Clerk was asked to seek clarification from Highways.										
2387	Finance a) Financial statement										
	Cllr Featherstone had circulated presented the accounts prior to the meeting, It was resolved to accept the following statement as submitted:										
	Cash and Investment Accounts										
	Current Account – Santander (10 th January) 2770.82										
	Deposit Account (NS&I) (Jan 2017) 1583.40										

b) To agree expenditure for payment

It was resolved to approve expenditure on a replacement battery for the Speed

4354.22

Total

Indicator Device. This would not exceed £75.

c) To note income received

No income had been received since the last financial statement.

d) To agree the budget for 2018/19

It was resolved to set the budget at £3112.36 as detailed in Appendix A. It was noted that the budget line for grants was to be set at zero for the year with regard to the fact that there were ringfenced monies (New Homes Bonus) for the parish held at SNC which local groups could apply for. This would be reviewed in future years.

e) To agree the precept for 2018/19

It was resolved to set the precept at £2872.

f) To review system of internal control and effectiveness of internal audit

It was resolved to sign off the document as circulated by the Clerk.

2388 To receive update on the village directory

Cllr Stewart informed the meeting that the letter asking for information had been agreed, printed and would be delivered.

Cllr Stewart would then collate responses and present a draft of the directory to the March meeting.

To consider compliance issues with General Data Protection Regulation (GDPR)

It was noted that advice was awaited from NorthantsCALC; Cllr Robbins volunteered to attended the course and report back to the Parish Council.

2390 Planning

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

It was noted that that S/2017/2197/FUL- Bloxhams Barn Weedon Lois Road Wappenham (Change of use, conversion and extension of an agricultural building to a residential dwelling) had been approved by SNC.

Application S/2017/3049/AGD - Holly Blue Farm Abthorpe Road Wappenham NN12 8QA - Determination as to whether prior approval is required (under Class A of Part 6 of the above Order) for the erection of an agricultural building had been received and was for information only.

2391 To consider parishioners' correspondence

None requiring review.

2392 General Correspondence Review

Correspondence as per Appendix B was noted.

2394 To receive update on highways issues

The response from Helen Howard regarding the issue of parking on the pavement causing difficulties for pedestrians on Helmdon Road was considered. It was felt that it was a difficult issue and that no further action could be taken at the time.

The forthcoming road closure on Brookside was discussed.

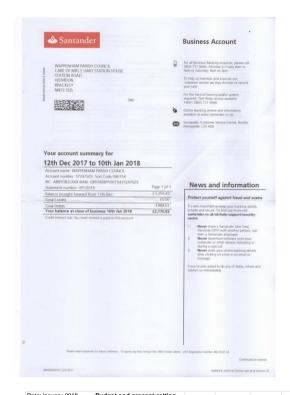
CIIr Stewart

Clerk

2395	Dates of Future Meetings									
	Wednesday 7 th March – 7:30pm – Ordinary Meeting Wednesday 18 th or 25 th April (depending on Cllrs' availability) – Annual Assembly Wednesday 2 nd or 9 th May (depending on Cllrs' availability – Annual meeting and Ordinary Meeting									
2396	Councillors' Questions									
	None									

The meeting closed at 9 pm

APPENDIX A - Financial Information





Date:January 2018	Budget a	nd precep	t setting													
	Budget			Budget			Budget			Budget	Actual to	Expected	Expected	Predicted	Budget	
	2014/15	Actual	Variance	2015/16	Actual	Variance	2016/17	Actual	Variance	2017/18	Jan 18	Jan - Mar	total	Variance	2018/19	Comments for 2018/19 Budget
INCOME																
Precept	2,602.00	2602.00	0.00	2,605.00		0.00	2,773.00	2773.00	0.00	3,028.00	3028.00		3028.00	0.00		Based on the calcualtions below
Other (interest +VAT)	3.00	0.00	3.00	3.00	3,050.37	-3,047.37	3.00	2,277.67	2,274.67	3.00	1,622.61		1622.61	-1,619.61	90.00	Interest of £10 plus transparency fund of £80
Total	2 605 00	2,602.00	3.00	2,608.00	5,655.37	-3,047.37	2,776.00	5,050.67	2,274.67	3,031.00	4,650.61			1,619.61	2,962.00	
Total	2,005.00	2,002.00	3.00	2,000.00	5,055.37	-3,047.37	2,776.00	5,050.67	2,214.01	3,031.00	4,030.01			1,019.01	2,902.00	
EXPENDITURE																
s137 donations	100.00	100.00	0.00	100.00	100.00	0.00	100.00	1,260.42	1,160.42	100.00	311.75		311.75	-211.75	0.00	Review grants scheme - funding avaiable ex New Homes B
Village Improvements	135.00	20.00	115.00	70.00	192.00	-122.00	70.00	3,457.75	3,387.75	70.00	0.00	75.00	75.00	70.00	75.00	New battery for SID
Staff Costs	1,622.40	1,622.40	0.00	1,657.50	1,657.50	0.00	1,918.00	2,067.02	149.02	1,954.42	1,465.83	488.59	1954.42	488.59	1,993.51	2% pay rise
Auditor Fees (external)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00		36.00	-36.00	0.00	Nil as under limit and Transparency Code applies
Internal audit fees	82.00	85.00	-3.00	85.00	85.00	0.00	85.00	90.00	5.00	93.00	93.00		93.00	0.00	96.00	As per Northants CALC advice
Insurance	285.00	265.00	20.00			25.70	265.00	275.00	10.00	285.00	280.00		280.00	5.00		Year 2 of Long term Agreement
NCALC +ACRE	112.00	113.53	-1.53	217.60	217.61	-0.01	219.90	223.33	3.43	224.91	226.09		226.09	-1.18		Based on an electorate of 256 and NorthantsCALC advised
Village Hall Fees	140.00	130.00	10.00	140.00	130.00	10.00	140.00	130.00	-10.00	140.00	0.00	140.00	140.00	140.00	140.00	Assume no increase
Other/admin	100.00	29.30	70.70	100.00	438.62	-338.62	50.00	45.72	-4.28	186.00	537.88		537.88	-351.88	75.00	Costs of AGM and admin
Training	29.00	78.00	-49.00	68.00	75.00	-7.00	78.00	0.00	-78.00	78.00	84.00		84.00	-6.00	84.00	Two courses
Newsletter	100.00	0.00	100.00	50.00	0.00	50.00	0.00	0.00	0.00	0.00	100.00		100.00	-100.00		Forecast figure based on emails from jane
Website													0.00		80.00	As per Tessa's advice
Total	2,705.40	2,443.23	262.17	2,778.80	3,160.73	-381.93	2,925.90	7,549.24	-4,623.34	3,131.33	3,134.55	703.59	3838.14	-3.22	3,112.36	
				4=0.00												
Net gain/loss	-100.40 Brought	158.77	Cashbook	-170.80 O/S this yr												
	forward		balance	(debits +												
	v/e 2017		Jan 18	credits)	2018											
	J			,												
Santander	1254.73		2770.82	-703.59	2067.23											
National Savings	1583.4		1583.40	3.00	1586.40											
Total	2838.13		4354.22		3653.63											
Iorai	2030.13		4354.22		3053.03											
Based on the figures our anticipated expenditure is 3,112.36																
less our anticipated income (exc precept) 90.00																
"-/+ adjustment to general/earmarked reserves -150																
Precept Request 2,872.36																
Rounded 2872																
Previous precept 3,028.00																
Percentage increase on last year -5.14%																

APPENDIX B Correspondence Received – 14th December 2017 – 23rd January 2018 South Northamptonshire Council

- Press releases as circulated
- Parish Precept Letter 2018-19
- Confirmation that register of interests form for Cllr Robbins is to be uploaded to website
- Consultation on draft Parking: Standards and Design Supplementary Planning Document for South Northamptonshire Council
- Village defibrillators query for press release
- Thank you from Community Safety Partnership for holding the Litter Pick
- Planning application details for:
 - S /2017/3049/AGD at Holly Blue Farm Abthorpe Road Wappenham NN12 8QA information only

Northamptonshire County Council

- Highways' Newsletters
- · Policing: updates and crime alerts,
- Northamptonshire County Council 2018-19 Budget Consultation: Phase 2
- Budget proposals from Northamptonshire County Council press release
- TTRO(17/18) 1149 High Street, Wappenham
- Street Doctor Updates

NCALC

- Audit Update
- Various clerking vacancies
- Northants CALC eUpdate reissue

 November/December 2017
- User Login for the National Association web site
- Latest Pay Update
- Last Call for Transparency Fund Applications

Miscellaneous

- Santander January statement
- HS2 Liaison Group Agenda information
- Edwin King regarding fence on Slapton turn
- Jane Harries accounts for newsletter and budget requirements
- Local Council Pubic Advisory Service Urgent Data Protection Advice and Service
- Northampton Male Voice Choir 2018 Recruitment Campaign
- Tess Goodhart in response to queries regarding the website