

## WAPPENHAM PARISH COUNCIL

Draft Minutes of the Annual Meeting of Wappenham Parish Council held on Wednesday 22<sup>nd</sup> May 2019 in Wappenham Village Hall, Wappenham at 7.30 p.m.

**Present:** Councillors Wickham, Featherstone, Wilkinson, Stewart, Atkins, Thompson

		Action
2663	<b>Election of Chair for 2019/20</b>  It was proposed that Cllr Featherstone be put forward as Chair for the duration of the meeting. All were in favour and Cllr Featherstone was duly elected as Chair.	
2664	<b>Signing of Chairman's declaration of acceptance of office</b>  Cllr Featherstone signed the declaration of acceptance of office.	
2665	<b>Apologies for Absence</b>  Liz Hart (Parish Clerk) had provided apologies for personal family reasons.	
2666	<b>Declarations of Interest</b>  None	
2667	<b>Election of Vice Chairman for 2019/20</b>  It was proposed that Cllr Wickham be put forward as Vice Chair for the duration of the meeting only. All were in favour and Cllr Wickham was duly elected as Vice Chair.	
2668	<b>To appoint the Internal Control Councillor and Internal Auditor</b>  It was resolved that Cllr Featherstone be ICC for 2019/20.. It was resolved that Northants CALC be the Internal Audit Service provider for 2019/20.	
2669	<b>The Appointment of Officers:</b>  The following were appointed: a) Tree/Footpath Warden – vacant b) Highways Officer – Liz Hart c) Newsletter Editor – Jane Harries d) ) Wappenham Parochial Charities Liaison – Hilary Wickham e) WIZ – Clive Watt f) Website administrator – Liz Hart	
2670	<b>Approval of minutes of the Ordinary meeting held on 2<sup>nd</sup> May 2019</b>  The minutes of the 2 <sup>nd</sup> May meeting were approved and signed by Cllr Featherstone.	

**2671 Matters Arising**

2661 – *Village Design Statement* – the Clerk would be requested to upload the document to the website as it appeared not to be online.

**Cllr  
Featherstone/  
Clerk**

**2672 Finance**

**a) Financial statement**

It was resolved to accept the following statement as submitted:

<b>Cash and Investment Accounts</b>	
Current Account – Santander (10 <sup>th</sup> May)	3986.91
Deposit Account (NS&I) (Jan 2019)	1602.40
<b>Total</b>	<b>5588.61</b>

**b) To agree expenditure for payment**

The expenditure as listed was approved

Requests received	NET	VAT	TOTAL	Cheque number	Applicable Power	Resolved to approve? Y/N
Wages	499.51	0.00	499.51	22045 (reissue of 22043)	LGA 1972 s111	Y
ICO re-registration	40.00	0.00	40.00		LGA 1972 s111	N
NCALC audit	98.00	0.00	98.00	22046	LGA 1972 s111	Y
NCALC membership (includes £10 DPO fee)	244.95	0.00	244.95	22046	LGA 1972 s143	Y
Newsletter	64.00	0.00	64.00	22047	LGA 1972 s142	Y

The ICO registration (receipt awaited) and direct debit for future years to be considered at the July meeting.

**Clerk**

**c) To note income received**

The following was noted:

Details	Date and account credited	Amount
Precept (1/2)	17 <sup>th</sup> April 2019	£1534.00

**d) To sign off Accounts for Year Ending 31/03/2019**

The Chairman presented the accounts for y/e 31/03/2019; after due consideration it was resolved that they be signed off.

**e) Approval of Annual Governance and Accountability Return**

Section 1 – 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.

Section 2 – Accounting Statements 2018/19

Cllr Featherstone presented the figures. It was resolved to approve the statement of accounts.

The Clerk would complete all necessary paperwork and upload to the website.

**Clerk**

**f) To receive internal auditor's report**

The Clerk had circulated this and the contents had been noted. No further action necessary.

**2673**

**Planning:**

**a) To consider response to S/2019/0901/AGD at Wappenham Lodge Farmhouse, Wappenham Lodge Farm Road Wappenham NN13 5PX**

It was resolved to submit the following comments:

"For a building to be built under Class A of Part 6 of the Town + Country Planning 2015 then the requirements of A.1(a)-A.1(k) must be met. This is an application to build a DIGESTATE STORE – as a result it fails to meet the test laid down in Class A of Part 6 of the Town + Country Planning 2015 A.1(k). As a result we believe it cannot be built under permitted development rights and a FULL planning application needs to be submitted."

**b) To receive updates on planning applications**

No other updates.

**2674 To consider parishioners' correspondence**

The report regarding the trees in the churchyard was considered. It was agreed to obtain a quote for inserting a new insert piece for the cage to be brought to the next meeting with a view to obtaining funding from the New Homes Bonus.  
If this proved impractical it was agreed to consider removing the cage.

**2675 General Correspondence Review**

Correspondence as listed in Appendix A was reviewed.  
The Clerk was asked to be asked to query with the website provider whether a staged increase would be possible,

There was debate regarding the location of an advertised fishing lake.  
*Clerk's note: This related to a lake in Syresham,*

**2676 To receive update on highways and footpaths issues**

Some parishioners had again sustained damage to tyres and wheels from partially submerged granite stones on the road to Syresham. It was resolved that the Clerk should report this, requesting a site meeting if necessary. If Highways were to decline to act, the Clerk should obtain confirmation from NCC that any future damage would be paid for by Highways.

**2677 Dates of Future Meetings**

Wednesday 3<sup>rd</sup> July – Ordinary Meeting

**2678 Councillors' Questions**

It was noted that a hedge opposite the Jetty was encroaching across the verge and could be an issue with passing cars; NCC would be asked for an opinion as to whether it was an issue during the site visit referred to under item 2676.

**The meeting closed at 9:20pm**

**Clerk**

**Cllr Atkins**

**Clerk**

**Clerk**

## **Appendix A - Correspondence Received — 6<sup>th</sup> March- 21<sup>st</sup> May 2019**

### **South Northamptonshire Council**

- March and April Parish and Town Council Updates from South Northants Council
- New Homes Bonus Local Community Grant budget notification for 2018-19
- Planning consultations: S/2019/0901/AGD Wappenham Lodge Farmhouse Wappenham Lodge Farm Road Wappenham NN13 5PX; S/2019/0749/FUL at Home Manor Farm House Helmdon Road Wappenham NN12 8SX
- South Northamptonshire Parish Clerk Forum - Tuesday 14 May 2019
- Update on Local Government Reorganisation in Northamptonshire

### **Northamptonshire County Council and Police**

- Update from Northamptonshire County Council
- Consultation on the priorities of Stand Out Northamptonshire 2019
- Dedicated PCSO Scheme information
- PFCC April 2019 Newsletter
- Vacancy - Joint Independent Audit Committee

### **NCALC**

- Various clerking vacancies
- Friday mini eUpdates
- Update March/April
- Northants CALC Training Opportunities
- Invitation to Glitz & Glamour Charity Ball
- Practitioners' Guide 2019
- West Northamptonshire Local Council Forum - 19 June 2019
- DPO service information
- Internal Audit report year ending 31st March 2019
- Northants CALC Membership invoice

### **Miscellaneous**

- HS2 Liaison Group information and updates
- HMRC Confirmation of PAYE transmissions
- Updates from Canons Ashby
- Keep Britain Tidy - Join Keep Britain Tidy's Great British Spring Clean
- Calor's Rural Community Fund details
- Came and Company Stackhouse Poland Group information
- Acre - Good Neighbour Scheme information
- Regarding trees in the churchyard

- Northamptonshire Heritage Forum information
- SNVB - Voluntary and Community groups Funding Fair - SAVE THE DATE
- Regarding fishing lake on the Wappenham Road in Syresham
- Regarding newsletter costs
- Regarding future website costs