

WAPPENHAM PARISH COUNCIL

Draft Minutes of the ordinary meeting of Wappenham Parish Council held on
Wednesday 6th March 2019 at Wappenham Village Hall at 7:30pm

Present: Councillors Featherstone, Wickham, Wilkinson and Atkins
Parish Clerk: Liz Hart
One member of the public.

2537 To elect a Chairman

It was resolved to elect Cllr Featherstone as Chairman for the duration of the meeting only.

2538 Apologies

Apologies from Cllrs Robbins (illness) and Stewart (family commitments) were accepted by the Council.

2539 Declarations of Interest

None declared.

2540 Approval of minutes of the Ordinary meeting held on 23rd January 2019

The minutes of the January meeting were approved and signed by Cllr Featherstone.

2541 Matters Arising

2478 -Village directory and welcome book

The Clerk would upload to the website.

2527 –Freedom of the Village - it was reported that Jenny Szczerbowski had been surprised and delighted to have been presented with a Freedom of the Village scroll.

2531 – the Clerk confirmed that correspondence had been responded to.

2542 Finance

a) Financial statement

It was resolved to accept the following statement as submitted:

| Cash and Investment Accounts | |
|---|----------------|
| Current Account – Santander (19 th February) | 2681.64 |
| Deposit Account (NS&I) (Jan 2019) | 1602.40 |
| Total | 4284.04 |

b) To agree expenditure for payment

The expenditure overleaf was approved.

Action

Clerk

| Requests received | NET | VAT | TOTAL | Cheque number | Applicable Power | Resolved to approve? Y/N |
|------------------------|--------|------|--------|---------------|------------------|-----------------------------|
| Tessa Goodhart | 99.43 | 0.00 | 99.43 | 22042 | LGA 1972 s111 | Y |
| Wages | 499.51 | 0.00 | 499.51 | 22043 | LGA 1972 s111 | Y |
| Wappenham Village Hall | 130.00 | 0.00 | 130.00 | 22044 | LGA 1972 s111 | Y |

c) To note income received

The following was noted.

| Details | Date and account credited | Amount |
|----------|-----------------------------------|--------|
| Interest | 1 st January 2019 NS&I | 11.54 |

d) Annual Review of Financial Regulations

It was resolved to make no amendments to the Financial Regulations and the review was signed off.

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

The document as circulated by the Clerk was approved and signed off.

f) Asset register review

The register was reviewed and assets currently stand at £3672 as per Appendix A.

2543 Annual Risk Assessment Review

It was resolved to re-adopt the document as circulated

2544 To review the significant risks to achieving the council's objectives and the adequacy of the arrangements to manage those risks

The Parish Council carefully considered the risks to achieving their objectives; measures taken to minimise significant risks were considered: published Standing Orders, Financial Regulations, Risk Assessment, reference to NCALC, Clerk's CiLCA qualification, Cllrs' training courses and seminars attended, Internal Control Councilor, the review of Risk Management Policy. It was resolved that the Council declare that to its current knowledge no significant risks exist.

The Parish Council further noted that it have struggled recently to fill all Councilor vacancies but that it would continue to strive to achieve 7 seats.

2545 Freedom of the Village

No nomination to consider; the Clerk was asked to remove as a Standing Agenda item.

Clerk

2546 To consider any actions for the next Wombling Day

The date is 23rd March pending confirmation from Cllr Robbins on equipment availability. Once confirmed Cllr Featherstone would advise via WIZ and the Clerk would inform "Keep Britain Tidy".

**Cllr
Featherstone
Clerk**

2547 To consider filling Cllr vacancy

Item carried forward in the absence of any applicants.

2548 Planning - to receive planning updates

S/2018/2900/FUL 2 Brookside Wappenham NN12 8SS– *this had been approved.*

S/2019/0091/FUL Land to the south of the Hollies 2 The Lane Wappenham NN12 8SW– *this was awaiting a decision.* It was noted that a resident was forwarding comments to SNC.

S/2018/2612/FUL, S/2018/2619/LBC, The Old Bull 2 Greenside Wappenham NN12 8SH- *these had been approved.*

S/2018/2646/FUL, S/2018/2647/LBC at The Old Bull 2 Greenside Wappenham NN12 8SH *these were awaiting a decision*

2549 To consider parishioners' correspondence

None to consider.

2550 General Correspondence Review

Correspondence as per Appendix B was noted; the Clerk would reply regarding the wifi availability to Grand Union Housing. The Clerk confirmed the internal audit date as 8th May,

2551 To receive update on highways and footpaths issues

It was noted that all redundant signs had finally been removed. Cllr Wickham highlighted that road closures were often misleading and signs not collected afterwards. The Clerk would advise Cllr Morris.

Clerk

It was noted that the SC22 footpath diversion had been granted.

2552 To consider appointing a Footpaths and Tree Warden

No volunteers had been forthcoming; Cllr Featherstone would issue a request on WIZ.

It was noted that a resident had kindly offered to tend three trees of significance in the churchyard.

2553 Dates of Future Meetings

Wednesday 17th April – 7:30pm – Ordinary Meeting

Wednesday 8th May – Annual Assembly

Wednesday 22nd May – Annual and Ordinary meeting

Wednesday 3rd July – Ordinary Meeting

2554 Councillors' Questions

A query was raised regarding the New Homes Bonus ring-fenced funds; the Clerk would seek clarification from SNC.

Clerk

The meeting closed at 9.00 pm

Appendix A –Asset register

| Wappenham Parish Council - Asset Register - Year ending 31 March 2019 | | | | | | | | | | |
|---|------------------------------|------------------------------------|---------------|--------------|--------------------|---|-----------------|--------------|------------------|---------------|
| Ref No. | Description | Location | Date acquired | Payment Ref. | Supplier | Asset Value (based on original purchase cost where known) | Insurance Value | Market Value | Title/Possession | Date disposed |
| AD001 | Asus X555LA Laptop | Station House, Station Rd, Helmdon | 22/01/2016 | 528 | Ebuyer.com | £349.98 | £349.98 | £349.98 | Clerk | - |
| SF0001 | VAS 300 71292 Serial no 7552 | Wappenham Highway | 29/06/2016 | 531 | Thermotor Ltd | £2,160.00 | £2,160.00 | £2,160.00 | Parish | - |
| SF002 | Heated AED cabinet | Wappenham Baptist Chapel | 21/02/2017 | 22011 | SADS UK | £300.00 | £300.00 | £300.00 | Parish | |
| SF003 | Defibrillator unit | Wappenham Baptist Chapel | 21/02/2017 | 22012 | Physio-Control Ltd | £650.00 | £650.00 | £650.00 | Parish | |
| SF004 | Electrical installation | Wappenham Baptist Chapel | 05/04/2017 | 22013 | VTK Management | £211.75 | £211.75 | £211.75 | Parish | |
| Total Asset Value | | | | | | £3,672 | | | | |
| Key | | | | | | | | | | |
| BL | Buildings and monuments | | | | | | | | | |
| AD | Administration and business | | | | | | | | | |
| SF | Street Furniture | | | | | | | | | |
| PE | Park Equipment | | | | | | | | | |
| IN | Long term investments | | | | | | | | | |
| LD | Land holdings | | | | | | | | | |

APPENDIX B - Correspondence Received: – 24th January – 5th March 2019

South Northamptonshire Council

- February Parish and Town Council Update from South Northants Council
- Confirmation of receipt of planning application comments
- Parish Clerks Forum Agenda
- Alterations To The Electoral Register - February 2019
- Confirmation of South Northants Local Plan Part 2 Submission

Northamptonshire County Council and Police

- Police, Fire and Crime Commissioner's Police and Fire Plan Consultation
- Update from Northamptonshire County Council
- Confirmation of diversion of footpath

NCALC

- Various clerking vacancies
- Friday mini eUpdates
- Update Jan/Feb
- Northants CALC Training Opportunities
- Regarding Community Bus Services in South Northamptonshire
- Internal Audit Appointment details

Miscellaneous

- HS2 Liaison Group information
- HMRC Confirmation of PAYE transmissions
- Santander Bank statement – February
- NSand I annual statement
- Update from Canons Ashby

- Website maintenance invoice
- Keep Britain Tidy - Join Keep Britain Tidy's Great British Spring Clean
- SNVB - Rural transport in South Northamptonshire
- TADD volunteers appeal
- Grand Union Housing – regarding Wi-fi Facilities in South Northants Parishes
- Invoice for hire of the village hall