

Warkton Parish Council

Clerk - Claire Tilley
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Draft Minutes of the Annual Meeting of Warkton Parish Council held on Wednesday 18th May 2016 (following the Annual Parish meeting at 7pm)

Present- Cllrs James Woolsey, Ian Bushby, Vicky Lamb, Paul Wharin
Clerk- Claire Tilley

Residents- Hazel Woolsey, Fiona Wharin, Michael Jeans, Lesley Arnold

1. **Election of Chairman-** Ian proposed that James Woolsey continue as chairman- Paul seconded- James accepted
James proposed that Paul Wharin be vice-Chair- Vikki seconded- Paul accepted.
2. **Declaration of Acceptance-** James duly signed this
3. **Apologies-** were accepted from KBCllr Mark Rowley as he was at a Borough meeting. Rachael Gladstone-Brown was due to arrive late
4. **Co-option of new councillor-** Mark Rowley has been invited and agreed to be co-opted. *In absentia* James proposed and Ian seconded- **Clerk to organise** Declaration of Acceptance and other relevant paperwork
5. **Declaration of Interests** –none relevant
6. **Public Session-**
 - a) Michael asked about broadband roll out in village- **Clerk** had received correspondence about this and **will send him details** (no plans at present from BT)
7. **Reports-**

Parochial Church Council (PCC) (Michael) – focus this year has been on monuments/car parks- church undergoing repairs due to damp in chancel and other areas. Churchyard extension- PCC and Boughton Estates (BE)- area defined/archaeological dig- no written report yet- some findings of iron age settlement- probably wouldn't hold up proceedings
Car parking- PCC fully back the Parish Councils' proposed plans –coach bay and additional parking- extension of village hall car parking- benefit to both
Oil scheme- many residents signed up- please let others know- scheme saves 5p a litre- Barton petroleum- can contact Michael. **James will ask people** on his email list about it. James asked about airman's bench- delayed because of monuments- and didn't get funding. Church doors need treating. **Michael will ask at Princes Trust for funding**

NHW- River Ise walkway- kissing gates installed- unfortunately one recently stolen adjacent to concrete bridge over river that leads from walkway to children's play area. **Clerk to inform NCC that it needs replacing.** Other incident 20th April- many gun shots heard- James called Police- they stated was just a child with a pop gun
Large lorry through village- James wrote to company as there is a 7.5 ton weight limit- hasn't happened since

East Kettering - Deeble Road/Warkton Lane- roundabout now starting. Traffic lights at Warkton/Barton next. Will be disruption.

8. **Minutes of last meeting**- 3rd February 2016- Resolved to approve these as a true record
9. **Action points** arising from Minutes of last meeting-
- As no representative from Boughton Estates available- James updated as far as he could
- a) Coach parking update -Initial application was withdrawn- which were not workable. Subsequent plans have gone in, these still appear to not be workable for the Village Hall parking extension - as sheep can roam over car parking- James has been in correspondence with Boughton Estates Architects/Surveyors- they are not prepared to put a fence up, as feel it will only be used occasionally. Coach and car parking near church- has been approved. **Council agreed that James should still pursue this as new car park will be regularly used**
 - b) Village Hall works update– Sample wall due to be built in May for building approval- now delayed due to BE not having a suitable builder. This has changed plans for subsequent building work, thought will not interfere with wedding bookings in September. Internal works to be done from Dec onward.
 - c) River Ise walkway repairs- update from Michael Chester –works will be starting by end of month to reset broken posts. Council still need to get assurances that walkway and overhanging hedges will be attended to. **Clerk to email**
 - d) Kissing gate installation- **Clerk to remind BE**- Will Addington was supposed to do it
 - e) Update on Village Hall lease from Boughton Estates and Edward Lamb- **Clerk to write to thank him for his input**. Much discussion ensued. **Resolved that clerk to write to Sarah to ask whether a lease is actually necessary.**
10. Chair/Clerk updates
- a) Grant Fund Application- James has applied to Community Fund for fixtures and fittings for Village Hall
 - b) Police Crime Commissioner Fund Response-previous commissioner promised money- **Clerk to write to remind successor about funding for street lights and mobile speed signs.**
 - c) Enhancement Gangs- works beginning in June- council will be told 2 weeks in advance to discuss

11. **Finance**- members will receive a current account of financial situation

Resolve to pay the following

Clerk- Net salary	£201.54	Chq	100300
HMRC- Clerk PAYE	£50.40		100301
Clerk- office expenses	£12.90		100302
Warkton Village hall committee	£60.00		100303
Northants Acre membership	£35.00		100304
Insurance	£163.70		100305

- a) **AUDIT/Annual return**- members approved the Annual Return and Governance statement and signed by James
- b) **Insurance**- Quotes received from Aon- current provider -£224.91
Zurich £163.70

Resolved to go with Zurich local council scheme- cheque duly signed

c) Clerk salary review- it was discovered that the clerk current salary did not correspond to a point on the NJC pay spine. Therefore **it was resolved** to increase salary to the nearest point- this being SCP19 equivalent to £9.62 per hour from June 2016.

12. **Policies**- members approved the following – Standing Orders, Code of Conduct, Financial Regulations, Risk Assessment, Freedom of Information

13. **Electronic receipt of Agendas/Minutes**- members formally agreed that they are prepared to receive meeting documents electronically

14. **Correspondence/Training/Events**

All relevant correspondence had been circulated. Training- No councillor felt they needed training at this time

15. **Dates for next meetings**- were discussed and agreed as

3rd August 2016, 2nd November 2016, 8th February 2017, 26th April 2017

16. **Items for next meeting**- traffic management plan for village re Hanwood park

Chair thanked Michael for his report and the Clerk for her sterling work over the last year
Meeting closed at 9.10pm

Signed
Parish Clerk

A rectangular box containing a handwritten signature in blue ink. The signature appears to be 'C. Atley'.