

Warkton Parish Council

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Minutes of the Annual Parish Meeting, Annual Parish Council Meeting and the Parish Council Meeting of Warkton Parish Council held in Warkton Village Hall on Wednesday 9th May 2018

Councillors Present	Vicki Lamb, Mark Rowley, Paul Wharin, Hazel and James Woolsey (Chair)
Also Present	2 members of the public and Sue Cook (Clerk)

Minutes from the Annual Parish Meeting

- 42 **Cllr J Woolsey gave the Parish Council Chairman's report for 2017/18:** "Numerous tenants have been informed that their homes have been selected for sale within a 4 month timescale, with others during 2019. Anyone who has concerns should contact Boughton Estate Office. Recently had a meeting with Sarah Mayhew at Boughton Estate Office to discuss the Village Hall Lease. It is still rather up in the air with ideas and suggestions how BE might like to set something up. On behalf of the Parish Council I feel rather uncomfortable about signing anything that would commit us to something that should be a facility for the community run by volunteers. The next day James received an e-mail from Sarah stating that they are going to consider the ways in which the village hall could be managed. James will be applying to KBC for Community Grant Fund to help with the cost of buying VAS signs. A Commemorative bench has been sited opposite the Church, financed by Warkton Community and Village Hall Committee, for Betty Madge and Alan Thyer and a small dedication service was held on March 25th."
- 43 **The Clerk read out the Parish Church Report due to Mr Jeans being on holiday:** "the congregation has been fairly consistent in numbers sadly losing some elderly members, the Sunday School attracts families as well. The Montagu Monuments continue to attract visitors. We feature in the 100 best churches of Northamptonshire publication. The PCC were more than happy to host the Parish Council in the Warren Room whilst the VH was out of action. We have held several concerts in church during the past year. More will be held this year, the first being a Hymn singing concert on June 23rd, with everyone choosing the hymns. We have introduced the Village Newsletter, the PCC paid for the initial costs and I have been encouraged by the advertising, I am hopeful that it will soon be self-supporting financially. Lead has been stolen from the Church Porch Roof, the only part of the roof not guarded by the electronic beams. It will be repaired hopefully with steel if the Diocese agree. We ran an Arts Festival last summer which finished with a Steam (Steam Engines) and a sausage BBQ. Lars Tharpe from the Antiques Roadshow will giving us a lecture on 13th July. We are in the final stages of preparation for extending the churchyard which will be on the east side of the existing churchyard. Edward Lamb is working extremely hard to accomplish this. I would like to thank Jim O'Connor for taking on the Oil Co-operative."
- 44 **Cllr Rowley gave the following Borough Council Report:** "it has been a weird year everyone has been working hard to keep within the budget with no increase to the Council Tax however that was all shattered with the situation at NCC. The strategy will be in place by 2020 with more than one unitary but no more than 3. All the ideas about the unitary have to be submitted by the end of July. The local elections may not take place next year but may be put on hold until the unitary is completed."

- 45 **Cllr Wharin gave the following Rural Forum Report:** “the Forum has met 3 times during the last 12 months, with Fly Tipping being discussed on 29th June 2017, Paul Bimson from BT had attended the November meeting to discuss Broadband in rural areas, and there was also a report on the meeting held with the Chief Constable at that meeting. Philip Hollobone MP had attended the meeting held on February 1st 2018. The next meeting is due to be held on June 28th 2018 in Warkton Village Hall.”
- 46 **Cllr Lamb gave the following East Kettering Liaison Forum Report:** “approximately 50 houses per month are being sold each month. The school is now on the main sewage system but is still suffering from speeding traffic along the un-adopted road outside the school. Work on the traffic lights at Warkton Lane/A6 is due to start in the school summer holidays. Persimmon are about to start building.”
- 47 **Cllr J Woolsey gave the following Neighbourhood Watch Report:**” there have been 3 burglaries or attempting break-ins in the village over the past few months as well as lead being stolen from the Church Porch roof. A previous offender has been going door to door trying to sell cleaning materials but all NHW members are very cautious about buying from door to door sellers. Speeding is still an issue though the village. Dog fouling is on the decrease, drones are starting to become an issue however there are new regulations coming into force.”
- 48 **Cllr H Woolsey gave the following Village Hall Report:** “not much has happened since 2016 with the hall being closed for most of 2017. The Christmas dinner and entertainment was a huge success and there has been 3 film nights. On August 18th there will be a Steam event and the Christmas Dinner and entertainment is being planned for 15th December. A public meeting will be held for the VH Committee to approve and sign the constitution. The VH committee also funded the 2 plaques on the bench for Betty Madge and Alan Thyer. Yoga Classes are due to start every Thursday. Boughton Estate would like to have another grand opening ceremony when it is hoped that the Duke would be able to attend.”

49 **There were no questions from the floor**

Minutes from the Annual Parish Council Meeting

- 50 Cllr Lamb proposed that Cllr J Woolsey be elected as **Chairman for 2018/19** with Cllr Wharin seconding the proposal. Cllr J Woolsey agreed and completed the Acceptance of Office
- 51 Cllr Lamb proposed that Cllr Wharin be Elected **Vice Chairman** with Cllr H Woolsey seconding the proposal. Cllr Wharin agreed.
- 52 It was proposed by Cllr H Woolsey that the Council adopt the **New Standing Orders**, seconded by Cllr Rowley and approved by all. Both Cllr J Woolsey and the Clerk signed the policy.
- 53 It was proposed by Cllr Rowley that the Council adopt the **Financial Regulations Policy**, seconded by Cllr Wharin and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.
- 54 It was proposed by Cllr Rowley that the Council adopt the **Code of Conduct Policy**, seconded by Cllr Lamb and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.
- 55 It was proposed by Cllr Lamb that the Council should adopt the **Risk Assessment Policy**, seconded by Cllr Wharin and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.
- 56 The adoption of the **Data Protection Policy** was proposed by Cllr H Woolsey, seconded by Cllr Lamb and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.

- 57 The adoption of the **Data Breach Policy** proposed by Cllr H Woolsey, seconded by Cllr Lamb and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.
- 58 The adoption of the **Records Retention Policy** was proposed by Cllr Rowley, seconded by Cllr Wharin and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.
- 59 The adoption of the **Access Request Procedure** was proposed by Cllr Lamb, seconded by Cllr H Woolsey and agreed by all. Both Cllr J Woolsey and the Clerk signed the policy.
- Cllr J Woolsey thanked the Clerk for her hard work of getting these documents printed and circulated prior to the meeting.

Minutes from the Parish Council Meeting

60. **No Apologies had been received has everyone was in attendance.**
61. **No Declaration of Interests** were made.
62. **A member of the public raised a question about when the tickets being available for Greenbelt. It transpired that an e-mail had been circulated stating that** “this year Greenbelt Festival is making 200 adult weekend tickets available for just £5 a ticket to people in the neighbouring parishes, on a first come first served basis. I would appreciate you sharing the information below locally to enable those from your parish to benefit. The tickets will be available from 1st June, and based on last year will go very quickly. They usually cost £170. Local parishioners can have up to a maximum of 4 free adult tickets. They will be charged for any children/young people’s tickets they select but can have as many free infant (under 5s) tickets as they require. The 2018 Greenbelt festival runs from 24th - 27th August at Boughton House. Please direct your parishioners to the weekend ticket page of our Box Office - this is the direct link <https://www.greenbelt.org.uk/buy-tickets/> on that page there is a box for entering promotional codes. If they enter aoti18localwknd in the box then it will display a new ticket type, called Local Weekend Ticket. They can select up to four of these for free, add in any child/youth tickets they require and confirm their booking.”
63. **Reports-**
- a) **Borough Council** – covered in item 44
 - b) **Rural Forum** – covered in item 45.
 - c) **EKLF** – covered in item 46
 - d) **NHW** – covered in item 47
64. **Minutes of the meeting held on Wednesday 7th February 2018** were approved and signed as a true record by Cllr J Woolsey.
65. **Action points** arising from Minutes of last meeting-
- a) VAS Sign – Cllr J Woolsey confirmed he is applying to for funding from the KBC Community Grant Fund towards the cost of the VAS.
 - b) The Village Newsletter is up and running. It is receiving positive feedback.
 - c) Cllr Rowley has resolved the problems with the web-site and will give the Clerk some training to upload documents etc.
66. **Village Hall** – covered in item 48.
67. **Finance-**
- a) The Clerk reported to the meeting that the Year End Accounts had been audited internally with no problems as previously circulated, both Cllr J Woolsey and the Clerk signed the various pages on the Annual Governance and Accountability Return.

- b) The Clerk reported that the precept from KBC has been receipted into the current account which now stands at £2203.45.
- c) It was resolved to pay the following in line with relevant legislations

Sue Cook	Clerk salary & expenses	£210.10	Chq 100327
HMRC	PAYE	£52.40	Chq 100328

- 68. **There have been no new Planning Applications.**
- 69. **Correspondence/Training/Events - all noted**
 - a) KBC Useful Contact List
 - b) Brigstock Neighbourhood Development Plan
- 70. **There were no Matters arising from previous meetings not dealt with elsewhere on the agenda for discussion**
- 71. **There were no Future agenda items/business for future meetings.**
- 72. **The date of the next meeting will be on Wednesday 1st August 2018 in the Village Hall.**

This being all the business Cllr J Woolsey closed the meeting at 8:40 p.m.

Approved by Warkton Parish Council as an accurate record of decisions made:	
Signature of Chairman :	Date: 1st August 2018