

Warkton Parish Council



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MINUTES

Minutes of the Full Parish Council meeting held on **Wednesday 16th February 2022** at 7.00pm at **Warkton Village Hall**, Church Street, Warkton NN16 9XH

Councillors Present: Chair P Wharin, Cllr R Goodall, Cllr V Austen, Cllr V Lamb
Cllr J Pettit from 7.20pm

Public Present: 3

Clerk: Ruby Cole

22/001	Apologies: Resolved: None
22/002	Public address to the council: <u>Queen's Platinum Jubilee</u> Village Hall/St Edmunds Church have various ideas to help mark this occasion. Possible ideas consisting for Saturday/Sunday: <ul style="list-style-type: none">• Sunday Church service 12.00pm & 5.00pm with lunch in-between• Picnic• Favourite hymns - although looking for an organist at present• Flag will be flown• Beacon to be lit - Boughton Estates to organise• Exhibition in Church• Special mugs for the parish was discussed, although parish council are not in a position to fund this as funds are being allocated to the Community Orchard• It was put forward that the War Memorial is in need of cleaning and restoration and the approximate cost for this is £600. The memorial was paid for by the people in the village• The new Church yard has one tree and the church are considering planting another

22/003	Minutes: Full Parish Council meeting Wednesday 17th November 2021 Resolved: Minutes were approved and signed by Chair
22/004	Declarations of interest: Under the Council's Code of Conduct related to business on the agenda Resolved: No declarations of interest
22/005	Actions Outstanding:

228.1	SR/TW	Monitor repair of damaged wall - Ongoing . The damage is on a wall in the Warkton Conservation Village area. S Rees from Boughton Estates has placed green netting on the wall for the moment in case of collapse. The planners need to seek advice from the Heritage Consultant before any repairs can begin. However, NNC do not have a Heritage Consultant within their planning team in place at present. 16/02/22 S Rees was informed that no planning permission is required if the height of the repairs was the same size of the wall. He is seeking clarification from NNC before commencing. If all in order, repairs would be carried out during the summer period - Ongoing
21/101.1	Clerk	To submit no objections to planning app NK/2021/0909 - Complete
21/115.1	Clerk	To submit precept forms - Complete
21/118.1	Clerk	To book village hall for next meeting - Complete

22/006	Correspondence: Actions arising from correspondence <ol style="list-style-type: none"> 1. 08.02.22 Greenbelt - Hoping to happen 2022 Noted. Sam Rees to contact organisers regarding the allocation of free entry tickets to immediate parishes and report back to council Action 22/006.1 2. 28.01.22 West Northamptonshire Enhanced Partnership under the Bus Services Act - Not for Rural Parishes 3. 24.01.22 NCalc - Confirmation of £200 AMP Grant - see item agenda item 22/009 4. 18.01.22 New affordable payroll service for smaller councils - Not required 5. 13.01.22 Queens Platinum Jubilee Survey - Completed 6. 12.01.22 North Northamptonshire Council HELAA: Call for Sites - No action from parish council, but to be monitored 7. 08.01.22 Queen's Tree Canopy - Plaque not required 8. 03.12.21 Kettering Site Specific Part 2 Local Plan Adoption - No action from parish council - but to check policy and updates from NNC website periodically
22/007	Planning: No new planning applications received - Planning history to date at end of minutes
22/008	Queen's Platinum Jubilee: Thursday 2 nd June 2022 – Sunday 5 th June 2022 The village hall representative and church representative notified the council that there are plans being put in place. Parish Council contribution for this event is the Community Orchard

22/009	Asset Mapping: Councillors required for a working group to be engaged with Northants CALC Asset Mapping Project (AMP) for the parish Resolved: Cllr Austen, Cllr Goodall and Clerk appointed. Clerk to submit NCalc grant form Action 22/009.1
22/010	New Parishioners: None to note
22/011	Community Payback: There is an issue with insurance for Community Payback to undertake some of the work. Awaiting further response
22/012	Community Orchard: <ul style="list-style-type: none"> • The Duke of Buccleuch will be donating a tree which will be planted in 2-3 weeks' time. This tree would be a planted as a commemorative tree for the Queen's Platinum Jubilee. • The parish council have outline planning permission for 9 trees subject to written confirmation from Boughton Estates. • The nine heritage fruit trees would consist of 5 x Apple, 2 x Plum, 2 x Pear • Boughton Estates will source the trees and present a quote to council • Councillors will send a flyer around the parish to seek potential sponsorship and help with fundraising • In order for Parish Council to bank these funds all expenditure is to be in the name of Warkton Parish Council
22/013	Police Liaison: T Whitley not present - to be deferred to next meeting
22/014	Road Safety, Highways & Speed Limit: It was suggested that a petition be undertaken to reduce the speed limit from 30 mph to 20 mph along Pipe Lane Resolved: Clerk to contact Highways to seek the feasibility of this being successful Action 22/014.1
22/015	Footpath Warden: Clerk had obtained the definitive map designating footpath areas. Council noted receipt
22/016	Barclays Bank: Clerk confirmed that the bank account is now in order. Old signatories have been removed. Cheque signatories confirmed as Cllr Pettit, Cllr Austen & Clerk. Online bank authorisation confirmed as Cllr Pettit & Clerk. No further action
22/017	Clerk Payment: Clerk had sent approval request via email for salary payment to be paid by standing order Resolved: Council approved the payment of clerks salary by monthly order
22/018	Payments: Clerk reported that payments can now be made online Resolved: Pre-agenda payments of £200.80 approved. February payments of £165.46 approved. Clerk & Cllr Pettit to authorize for release at bank Action 22/018.1

Approved Payments

Ref	Payee	Description	Date	Method	Amount
1	Clerk	December Salary	22/12/2021	Direct	100.40
2	Clerk	January Salary	20/01/2022	S/O	100.40
3	Clerk	February Salary	20/02/2022	S/O	100.40
4	Clerk	Cartridges for Printer	28/02/2022	Direct	35.53
5	NNC	Uncontested Election May 2021	28/02/2022	Direct	29.53

22/019	Finance & Bank Reconciliation: Clerk presented December & January bank reconciliations for approval. Bank statement balance 31/01/2022 = £1,333.90 Resolved: Finance report and reconciliations approved and signed by Chair
22/020	Audit for Year End Accounts: Council to approve to NJ Searle to carry out the year end audit Resolved: Council approved to appoint NJ Searle Clerk to convey Action 22/020.1
22/021	Future Payments: Clerk informed council that various administration payments will be due for payment before the next meeting and requested authorization to make these payments. These are likely to be Microsoft Renewal, Insurance, Auditor, Clerks Monthly Salary, WordPress Renewal, ICO Membership, NCalc Membership, CiLCA Course Resolved: Council authorized clerk to make these payments
22/022	Asset Register: Clerk requested that councillors clarify assets belonging to the parish council for finance and insurance purposes in order to give a true reflection for year-end auditing purposes Resolved: The only assets of which the parish council is aware are the defibrillator and parish council notice board
22/023	Insurance: Clerk informed Council that the annual insurance expires 31 May 2022. Council are happy with current requirements on the policy and agreed to renew as existing policy contents Resolved: Clerk to investigate the 3 year fixed contract to tie in with the free Parish Online Subscription if still available Action 22/023.1
22/024	OLB: Private Item - It was agreed that this would be administered by parishioners. Clerk has one action for website
22/025	Next Agenda Items: To review and adopt policies, asset mapping, community orchard Action 22/025.1
22/026	Next Meeting: Resolved: Next meeting 4th May 2022. Annual Parish Meeting, Annual Parish Council Meeting and Full Parish Council meeting. Clerk to book village hall Action 22/026.1

Notes from Clerk

Clerk has been confirmed a place on the CiLCA course commencing March 2022

Cllr Lamb has submitted the Declarations of Interest form to clerk, who has forwarded to the NNC Monitoring Officer. Cllr Lamb has also signed the acceptance of office form.

Annual Clerk appraisal due

Meeting Closed: 9.45pm

Action Points for Tracking

Ongoing Actions

228.1	SR/TW	Monitor repair of damaged wall - Ongoing . The damage is on a wall in the Warkton Conservation Village area. S Rees from Boughton Estates has placed green netting on the wall for the moment in case of collapse. The planners need to seek advice from the Heritage Consultant before any repairs can begin. However, NNC do not have a Heritage Consultant within their planning team in place at present. 16/02/22 S Rees was informed that no planning permission is required if the height of the repairs was the same size of the wall. He is seeking clarification from NNC before commencing. If all in order, repairs would be carried out during the summer period - Ongoing
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Actions from Current Minutes

22/006.1	SR	To contact organisers regarding the allocation of free entry tickets to Greenbelt Festival
22/009.1	Clerk	To submit NCalc grant for AMP
22/014.1	Clerk	To contact Highways regarding speed limit petition
22/018.1	Clerk/JP	To authorise bank payments
22/020.1	Clerk	To contact NJ Searle for year-end audit
22/023.1	Clerk	To contact BHIB regarding parish online
22/025.1	Clerk	To place items on next agenda
22/026.1	Clerk	To book village hall 4 th May 2022 for Annual Meetings

Planning Applications Warkton Parish Council 2022

<p>Application No: NK/2022/0055</p> <p>25 January 2022</p> <p>Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>45 Warkton, Warkton Village NK/2021/0407 (Replacement garage/outbuilding, with roof lights): Amendments to window and door positions on floor plan and rear elevation</p> <p>Approved February 2022</p>
<p>Application No: NK/2022/0057</p> <p>27 January 2022</p> <p>Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>45 Warkton, Warkton Village S19 Application for Variation of Listed Building Conditions: NK/2021/0407 (Replacement garage/outbuilding, with roof lights): Amendments to window & door positions on floor plan and rear elevation No Objection - with comments 4 February 2022</p>

<p>Application No: NK/2021/0909</p> <p>12 November 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>Cinquefoil Lodge, Warkton Road, Grafton Underwood, NN14 3AG</p> <p>Two storey rear extension No Objections 25 November 2021 Approved January 2022</p>
<p>Application No: <u>AOC/0388/2101</u></p> <p>15 October 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>40, Warkton, NN16 9XF</p> <p>Conditions no. 3 (archaeology) and 4 (window details) of NK/2021/0388</p> <p>Approved December 2021</p>
<p>Application No: NK/2021/0816</p> <p>1 October 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>Land at Warkton Lodge Farm, Warkton, NN16 9XG</p> <p>1 no. bungalow</p> <p>No Objections Refused 22 December 2021</p>
<p>Application No: NK/2021/0808</p> <p>28 September 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>The Old Bakehouse, 13, Warkton, NN16 9XH</p> <p>Two and single storey rear extensions, insertion of 2 no. doors to rear in place of existing windows</p> <p>No Objections Approved November 2021</p>
<p>Application No: NK/2021/0759</p> <p>16 September 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>45, Warkton, NN16 9XJ</p> <p>Demolition of double garage and erection of single garage/outbuilding</p> <p>Subject to Amendments/Conditions - No Objections Refused November 21</p>
<p>Application No: NK/2021/0760</p> <p>16 September 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>45, Warkton, NN16 9XJ</p> <p>Demolition of double garage and erection of single garage/outbuilding</p> <p>Subject to Amendments/Conditions - No Objections Refused November 21</p>
<p>Application No: NK/2021/0650 (Listed)</p> <p>4 August 2021</p> <p>Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>Chestnut Cottage, Warkton, Warkton Village</p> <p>2 no. French doors with sidelights to replace some windows and doors to front elevation, repairs and reconstruction of some external walls, replace front entrance door and windows, erect external timber enclosure for heating system, replace timber fence with a brick wall and entrance gates. Internal alterations to bathrooms, kitchen, staircase, ceilings and heating provision</p> <p>No objection to internal alterations - otherwise as 0649 Approved October 2021</p>
<p>Application No: NK/2021/0649</p> <p>4 August 2021</p> <p>Warkton Parish Council Decision</p>	<p>Chestnut Cottage, Warkton, Warkton Village</p> <p>2 no. French doors with sidelights to replace some windows and doors to front elevation, repairs and reconstruction of some external walls, replace front entrance door and windows, external timber enclosure around heating system, replace timber fence with a brick wall and entrance gates</p> <p>Objections & Comments</p>

North Northamptonshire Council Decision	Approved October 2021
Application No: NK/2021/0535 17 June 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	Brigstock Road (land to the North West of), Grafton Underwood, NN14 3AB Variation of condition 5 of KET/2019/0369 in respect of operational life No Objections Approved August 2021
Application No: NK/2021/0470 02 June 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	Chestnut Cottage, Warkton, Warkton Village 3 sets of bi-fold doors to front elevation to replace doors and windows. Resize and replace front door Application Withdrawn June 2021
Application No: NK/2021/0476 2 June 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	Chestnut Cottage, Warkton, NN16 9XF 3 sets of bi fold doors to front elevation to replace doors and windows. Resize and replace front door. Internal alterations to bathrooms, kitchen and staircase Application Withdrawn June 2021
Application No: NK/2021/0458 28 May 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	Boughton Wood Lodge, Boughton Wood Lodge Road, Geddington Demolition of the existing house and outbuildings, erection of a new house and garage and associated works to include photovoltaic panels and ground source heat pump to landscaping No Objections
Application No: NK/2021/0388 10 May 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	40 Warkton Replacement single storey side extension to include rear infill, relocate kitchen and bathroom, replace lobby window with door, remove internal wall to store and replace external door to store with window. Off-road parking with new access No Objections Approved July 2021
Application No: : NK/2021/0386 10 May 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	40 Warkton Replacement single storey side extension to include rear infill and off road parking with new access No Objections Approved July 2021
Application No: NK/2021/0408 30 April 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	45 Warkton, Warkton Village Garage and residential annexe with dormer windows and Juliette balconies to replace existing double garage Objection with comments Approved August 2021
Application No: NK/2021/0407 30 April 2021 Warkton Parish Council Decision North Northamptonshire Council Decision	45 Warkton, Warkton Village Replacement garage and residential annexe, with dormer windows and Juliette balconies As above – Combined Approved August 2021

<p>Application No: NK/2021/0337 12 April 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>Chestnut Cottage, Warkton, NN16 9XF T1 Conifer and T2 Silver Birch - crown lift to 2-3m</p> <p>Advice Given in Relation to Pre-Application Advice May 21</p>
<p>Application No: NK/2021/0180 16 March 2021</p> <p>Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>Moorfield Farm Conversion of an existing agricultural to light industrial storage/workshop</p> <p>Prior Approval Required and Granted</p>
<p>Application No: NK/2021/0127</p> <p>15 February 2021</p> <p>Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>41A Warkton Notification of Works to Trees in Conservation Areas: T1 Purple Plum - 2m crown reduction; T2 Apple - 2-3m height reduction</p> <p>No Objections No Objections March 2021</p>
<p>Application No: NK/2021/0064</p> <p>17 February 2021 Warkton Parish Council Decision North Northamptonshire Council Decision</p>	<p>The Old Bakehouse, 13 Warkton Two storey rear extension and insertion of rooflight to rear in study</p> <p>Objections initially – No Objections Approved May 2021</p>

APPROVED