

Warkton Parish Council



Clerk: Mrs Ruby Cole
 32 Old Road
 Walgrave
 Northampton
 NN6 9QW

Tel: 07881 458801 / 01604 781834

Email: warktonclerk@gmail.com
 Website: warktonparishcouncil.org

MINUTES

Minutes of Warkton Full Parish Council meeting held on on **Wednesday 27th July 2022** at **7.00pm** at **Warkton Village Hall**, Church Street, Warkton, Kettering NN16 9XH

Councillors Present: Chair J Pettit, Cllr P Wharin, Cllr V Lamb, Cllr R Goodall

Public Present: 2

Clerk: Ruby Cole

22/043	Apologies: Resolved: None
22/044	Public Address: Discussion under item 22/057 – Community Orchard
22/045	Minutes: Annual Meetings Wednesday 4 th May 2022 Resolved: Approved and signed by Chair
22/046	Declarations of Interest: Resolved: None
22/047	Actions Outstanding:

228.1	SR	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. 04/05/22 SR not present - although Cllr Rowley informed the Council that there is Heritage Planning Officer within the planning department. 27/07/22 - SR not present - Ongoing
22/006.1	SR	To contact organisers regarding the allocation of free entry tickets to Greenbelt Festival - 04/05/22 SR not present - Ongoing. 27/07/22 - Complete

22/014.1	Clerk	To contact Highways regarding speed limit petition. 04/05/22 Clerk has received response from Highways. The likelihood of the parish having 20mph speed limit signs is unlikely. However, the question could be put to the panel if council would like pursue. Council would still like the question to be asked. Clerk to make request. 27/07/22 - Clerk reported that the request had been made to put forward to the Speed Limit Review Panel. A response has been received and circulated to councillors stating that a petition is unlikely to be effective. However, Highways are trialling a change around signage scheme ' <i>Subject to satisfactory completion of the trial sites we will then invite Parishes to register their interest in being part of the 20mph advisory speed limit scheme.</i> Action: Clerk to register interest for invitation
22/022.1	PW	Neighbourhood Watch - to place flyer on notice board - Complete
22/026.1	JP Clerk MR	Community Payback - to forward communications querying NNC insurance to clerk who will then forward to Cllr Mark Rowley to follow up directly with NNC. 27/07/22 - MR not present. Close as period now expired
22/027.1	Clerk	Community Orchard: To write to Edward Lamb, copied to Sam Rees to receive outcome from the PCC meeting 28 th March 2022 - Complete
22/030.1	Clerk	Planning - to submit responses NK/2022/0258 & NK/2022/0162 - Complete
22/034.1	Clerk	Certificate of Exemption - to submit to PKF Littlejohn - Complete
22/036.1	Clerk	Annual Governance Statement - to submit to PKF Littlejohn - Complete
22/037.1	Clerk	Accounting Statements - to submit to PKF Littlejohn - Complete
22/038.1	JP/Clerk	Clerk Revised Pay - to amend standing order - Complete
22/039.1	JP/Clerk	Payments - to authorise at bank - Complete
22/041.1	Clerk	Next Agenda - To add Community Orchard, Boughton Estates, Neighbourhood Watch/PLR - Complete
22/042.1	Clerk	To book village hall for next meetings: Wednesday 27 th July 2022 Wednesday 2 nd November 2022, Wednesday 1 st February 2023 - Complete

22/048	Correspondence: No new correspondence requiring decision/action
22/049	New Parishioners: Welcome Pack - it was felt that word and mouth would suffice due to the size of the village
22/050	Councillor Resignation: Cllr Victor Austen gave notice of his resignation 13 th July 2022. Clerk had notified the monitoring Officer at NNC and notice of vacancy has been publicised. The expiry date for this is 11 th August and Council can co-opt if no election is called by this date Resolved: Chair thanked Victor Austen for his time and his confirmation that he will continue to head the Community Orchard
22/051	Queen's Platinum Jubilee Celebrations: The Queen's Platinum Jubilee was celebrated in Warkton - with village events organised by ladies of the Village Hall Committee and St Edmund's PCC. Many houses had bunting and flags. The highlight was the Big Picnic Lunch, which was held in the Church due to bad weather. The Church had a superb display of photographs showing 70 years of village history
22/052	Planning: No new planning applications received

22/053	Boughton Estate Parish Works: Deferred as Sam Rees not present
22/054	Neighbourhood Watch/Police Liaison Representative: Despite the vacancy being advertised on the website and noticeboard, no interest has been received Resolved: To remove advertisement and close. Clerk to remove Action 22/054.1
22/055	Northants Acre: Cllr Pettit attended the Parish Council Network Event 20/7/2022 and reported that although informative in many ways, not much related to Warkton
22/056	HMRC: Cllr Wharin reported that no further action could be taken by Council despite various attempts to resolve the issue of unpaid charges relating to the previous clerks employment
22/057	Community Orchard: A working party meeting was held 6 th July 2022 to discuss the way forward. Permissions has been officially received from Boughton Estates for the planting of the trees on condition that Parish Council take control and maintain. To that end Victor Austen has agreed to lead the working party on behalf of the Parish Council and report going forward. It was agreed that another flyer would be circulated to parishioners with an update and for volunteers to come forward. Cllr Wharin to prepare flyer Action 22/057.1 . The trees will be ordered in the next few weeks. The existing 4 trees that have already been planted require replacement protection from livestock. Vic Austen will order as necessary and provide Council with figures in order for payment to be made. This will come out of the Community Orchard Fund Resolved: Upon receipt of figures, Council have agreed expenditure for new trees and protection for existing trees
22/058	Footpath Warden: Cllr Wharin has resigned his position as footpath warden. Victor Austen will take over as resident. Cllr Wharin has reported the missing finger post to Street Doctor Resolved: Council in agreement to new footpath warden. Cllr Wharin to provide details to Vic Austen Action 22/058.1
22/059	Defibrillator: Cllr Wharin checks the defibrillator every 2 months and also receives a quarterly update from 'The Circuit' with whom the defibrillator is registered as part of the defibrillator network. He reported that the pads are due to be replaced by the end of the year. Estimated cost £100 a pair Resolved: Council agreed the expenditure
22/060	Barclays Bank: Due to the Clerk and Chair having numerous problems accessing the online bank account independently of Weekley Parish Council bank account, Council were asked to consider changing banks. If council were to look into the possibility of changing to Unity Trust Bank, there would be a quarterly charge of £18.00 Resolved: Council were in agreement to change and expense. Clerk to provide further information to Council Action 22/060.1
22/061	WordPress Website Renewal: Council to approve previously agreed renewal payment. Domain warktonparishcouncil.org £15.00, expiry date 15/08/2022. WordPress.com - Personal £36.00, expiry date 14/08/ 2022. Total: £51.00. Clerk has paid this and seeks reimbursement Resolved: Payment approved by Council

22/062	Clerk CiLCA: Clerk informed Council via email that the allocation of the previously agreed amount for her course has increased. This is due to the removal of one council thereby increasing the shared cost which would now be £219.17 per council over two years. £82.50 for this year NCalc course. £136.67 next year for Society of Local Council Clerks registration (SLCC) Resolved: Expenditure and payment approved by Council
22/063	Annual Audit: Confirmation of email receipt from PKF Littlejohn 25 th June 2022 - notification of exempt status for the year ended 31 March 2022 noted by Council
22/064	Payments: Below payments totalling £510.94 approved

Ref	Payee	Description	Date	Method	Amount
14	Clerk	June Salary	20/06/2022	S/O	117.30
15	Clerk	July Salary	20/07/2022	S/O	117.30
16	NJ Searle	Internal Audit	18/07/2022	Online	50.00
17	Northants Calc	Annual Membership	18/07/2022	Online	122.54
18	Northants Calc	Chair - Training	18/07/2022	Online	52.80
19	Clerk	WordPress Renewal	27/07/2022	Online	51.00

22/065	Bank Balance: Bank balance £4386.30 27th July 2022 (includes Community Orchard Fund £1374.54). Bank reconciliation for April, May & June 2022 approved. Bank statement for July 2022 not yet available Resolved: Approved. Cllr Wharin signed bank reconciliations x 3 at meeting
22/066	Next Agenda: None
22/067	Next Meeting: Wednesday 2 nd November 2022

Meeting Closed: 8.39pm

Action Points for Tracking

Ongoing Actions

228.1	SR	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. 04/05/22 SR not present - although Cllr Rowley informed the Council that there is Heritage Planning Officer within the planning department - 27/07/22 - SR not present - Ongoing
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Actions from current minutes

22/054.1	Clerk	To remove Neighbourhood Watch/Police Liaison Representative advertisement
22/057.1	PW	To prepare flyer regarding Community Orchard
22/058.1	PW	To provide footpath warder details to Vic Austen
22/060.1	Clerk	To provide Council with Unity Trust Bank details