

Warkton Parish Council



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MINUTES

Minutes of Warkton Full Parish Council meeting held on **Wednesday 2nd November** at **7.00pm** at **Warkton Village Hall**, Church Street, Warkton, Kettering NN16 9XH

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

Public Present: Boughton Estates Rep - Sam Rees
Jubilee Orchard Rep - Vic Austen
1 other

Clerk: Ruby Cole

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| 22/073 | Apologies: Ward Councillors Mark Rowley & Elliot Prentice Resolved: Noted |
| 22/074 | Public Address: Resolved: Discussion under item 22/092 Jubilee Orchard & 22/090 Boughton Estate Works |
| 22/075 | Declarations of Interest: Resolved: None |
| 22/076 | Minutes: Meetings Wednesday 27 th July 2022 & Tuesday 23 rd August 2022 Resolved: Both Minutes approved and signed by Chair |

Chair expressed the following items be brought forward: 22/092, 22/091, 22/090

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| 22/092 | Jubilee Orchard (was Community Orchard): Vic Austen reported that all of the trees have been planted and supported. The four trees that were planted in March, although small, are strong and well. The other five have also been planted. These are 4 metres tall and protected with adjustable straps. Sam Rees will organise further protection from animals to be placed before the end of this month. Chair thanked Boughton Estates and also volunteers from the Jubilee Orchard Working Group, in particular Vic Austen, Paul Wharin, Mark Wittering & Graham. |
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| | <p>There is one more tree to be planted - see item 22/091</p> <p>Cllr Cullinane will send a list of the trees to be registered under the Queens Tree Canopy and send a copy to the clerk</p> <p>Resolved: Councillors adopted the Jubilee Orchard Working Group - Terms of Reference & Jubilee Orchard Working Group Volunteer Policies.</p> <p>Signed volunteer sheets from participants of the Jubilee Orchard working group were handed to clerk.</p> |
| 22/091 | <p>Queen's Platinum Jubilee Tree:</p> <p>The Duke of Buccleuch has offered a Cherry Tree to be planted as part of the Queen's Tree Jubilee Canopy. This will bring the total to 10 trees in the Jubilee Orchard. The Cherry is due to be planted shortly</p> <p>Chair reported that she has been approached by a representative of the 'Evacuees of Warkton'. They asked if it is possible for a bench with a plaque to be placed in Warkton village in memory of the evacuees.</p> <p>Resolved: It was agreed that a log would be appropriate which would be placed in the Jubilee Orchard, where a plaque could be placed. The log would be sourced and placed by Boughton Estates. The plaque would be funded by the evacuees Action 22/091.1</p> |
| 22/090 | <p>Boughton Estates Parish Works:</p> <p>Sam Rees reported that there was a delay in the commencement of the works to the repair of the damaged wall. However, this has now started and the duration for completion will be approximately 6-7 weeks. Traffic management will be in place during this time. They plan to keep the wall as original as is practicable and anticipate the structure will last in excess of 50 years.</p> |

Continued as per agenda items from this point

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| 22/077 | Actions Outstanding: |
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| 228.1 | SR | <p>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. 02/11/22 - see item 22/090</p> |
| 22/014.1 | Clerk | <p>To contact Highways regarding speed limit petition. 04/05/22 Clerk has received response from Highways. The likelihood of the parish having</p> |

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| | | 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 - Complete |
| 22/054.1 | Clerk | To remove Neighbourhood Watch/Police Liaison Representative advertisement - Complete |
| 22/057.1 | PW | To prepare flyer regarding Community Orchard - Complete |
| 22/058.1 | PW | To provide footpath warden details to Vic Austen - Complete |
| 22/060.1 | Clerk | To provide Council with Unity Trust Bank details. 02/11/22 After deliberation it was agreed that council would change bank account and move to Unity Trust Bank and pay the quarterly bank charge of £18. It was also agreed to have Cllr Pettit, Cllr Cullinane & Clerk to be authorized signatories with any 2 of 3 to authorise. Resolved: New Action: Clerk to implement and make application |

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| 22/078 | Correspondence: <ul style="list-style-type: none"> Email to Chair 11/09/2022 - Parking on Pavements. Chair had investigated the legalities of this. However, this is not a matter for the parish council. Chair will respond to parishioner accordingly Email 28/10/2022 Post Agenda - North Northamptonshire Coordination of Warm Spaces During Winter. NNC are looking to coordinate a network of warm spaces to provide support to anyone who is struggling with the cost of living. There is no venue suitable in Warkton to accommodate |
| 22/079 | Greenbelt Festival: Council felt that the planning and co-ordination of this event was excellent and very well organised |
| 22/080 | Defibrillator Training: Cllr Wharin reported that he had met with Stacey Price and one other from North Northants Community First Responders 10.10.2022. He was given the donated Bleed Kit which is now in the defibrillator cabinet. Dial 999 for the code to access. They are also hoping to organise a 'refresher' on CPR training shortly |
| 22/081 | Planning: No new applications received |
| 22/082 | Ise Valley Strategic Plan Launch Event: Cllr Wharin reported on the meeting he attended 6/10/2022. It was a very good meeting. He commented on the South Meadows Project which is just south of the southern end of Wicksteed Park. A new course for the Slade Brook is being excavated and new wetlands created. Slides have been sent from Nene River Trust and forwarded to Councillors |
| 22/083 | Boundary/Electoral Review: NCalc email 23/09/2022. A review of the internal ward boundaries of West Northamptonshire Council (WNC) is underway. The Local Government Boundary Commission for England (LGBCE) is the responsible body. All parish and town councils should respond, even if things are to stay as they are. A review of North Northamptonshire Council (NNC) is awaited. Council to note and respond when notification received |

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| 22/084 | CPRE Northamptonshire Planning Roadshow: Cllr Cullinane reported on the meeting she attended 13.10.2022. At present there is nothing to report that would be of benefit to Warkton. However, it was agreed that the parish council would become a member of CPRE to receive first hand notifications Resolved: To pay the annual membership fee of £36.00 Action 22/084.1 |
| 22/086 | Electric Vehicle Charging Points: Cllr Wharin reported on the meeting he attended 12.10.2022. The presentation went on to focus on carbon zero communities with possible community hubs in place. Shared ownership of electric vehicles housed in a 'garage' with solar charging to batteries was also presented. It was felt that this would be most relevant to larger communities. There is no room/place for on-street charging of vehicles in Warkton. If the village hall car park is to be considered, this would be on the onus of Boughton Estates |
| 22/087 | Hanwood Park Community Engagement Events: Cllr Wharin was not able to attend the meeting that was due to take place 12-15 October 2022 |
| 22/088 | Grit Bins: These are believed to be maintained by either NNC or Highways |
| 22/089 | King Charles III Coronation: Saturday 6 th May 2023. The village hall will be organising and coordinating this Resolved: Council will budget £100 to help towards this event |
| 22/090 | B/F |
| 22/091 | B/F |
| 22/092 | B/F |
| 22/093 | Clerk CiLCA: Clerk has completed her course - October 2022. 1/3 share of SLCC registration fee due within the financial year. Course and study time was noted Resolved: Council approved the registration fee expenditure of £136.67. Council agreed to support the clerk in her training |
| 22/094 | Annual External Audit: Email 23.08.22 Option to opt out of the SAAA central external auditor appointment arrangements. Advice by NCalc to remain opted in Resolved: Council agree to remain opted in, in the external auditor arrangements |
| 22/095 | Budget: Clerk provided the figures for the remaining budget for the financial year end 2022/2023. The budget and precept for the financial year 2023/2024 was discussed Resolved: Council approved the figures for the remaining budget. Council approved the 2023/2024 budget and set the precept for £3850. Clerk to return precept form to NNC Action 22/096.1 |
| 22/096 | Payments: To approve payments below £703.87 Resolved: Payments approved and invoices signed by Cllr Cullinane |

| Ref | Payee | Description | Date | Method | Amount |
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| 23 | Clerk | September Salary | 20/09/2022 | S/O | £117.30 |
| 24 | Clerk | Stationery Expenses | 30/09/2022 | Online | £6.87 |
| 25 | CPRE | Cllr M Cullinane - Planning Roadshow | 30/09/2022 | Online | £15.00 |
| 26 | Defib Store | Cardiac Pads for Defibrillator | 30/09/2022 | Online | £73.56 |
| 27 | Clerk | October Salary | 20/10/2022 | S/O | £117.30 |
| 28 | Brigstock Sawmill | Treated Machine Turned Pine Stake (JO) | 14/10/2022 | Online | £89.88 |
| 29 | Malcolm Mason | Bonemeal (JO) | 18/10/2022 | Online | £29.99 |
| 30 | Holcot Parish Council | SLCC CiLCA Registration - Clerk | 05/11/2022 | Online | £136.67 |
| 31 | Clerk | November Salary | 20/11/2022 | S/O | £117.30 |

£703.87

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| 22/097 | Bank Balance: Bank balance 31/10/2022 = £2838.05 (includes Jubilee Orchard Donation balance of £197.58). Bank reconciliations July, August, September and October 2022 approved Resolved: Balance at bank approved. Cllr Wharin signed bank reconciliations |
| 22/098 | Next Agenda: Fencing 6 Row, Footpath Bridge Action 22/097.1 |
| 22/099 | Next Meeting: Wednesday 1 st February 2023 - Warkton Village Hall 7.00pm, Wednesday 10th May 2023 Annual Meetings - Warkton Village Hall 7.00pm |

Clerk's Notes:

Apologies: When the agenda summons is issued to Councillors, Clerk should be informed via email if unable to attend the meeting stating reason.

Condolence Book: Following the passing of Queen Elizabeth II, The Church, who organised the Condolence Book is keeping this book amongst their records, alongside a copy of the condolence letter sent by the Clerk on behalf of the parish council to The Rt Hon Sir Edward Young, KCVO Private Secretary to HM The Queen at Buckingham Palace

Meeting Closed: 8.39pm

Action Points for Tracking

Ongoing Actions

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| 22/060.1 | Clerk | To provide Council with Unity Trust Bank details. 02/11/22 After deliberation it was agreed that council would change bank account and move to Unity Trust Bank and pay the quarterly bank charge of £18. It was also agreed to have Cllr Pettit, Cllr Cullinane & Clerk to be authorized signatories with any 2 of 3 to authorise. Resolved: New Action: Clerk to implement and make application |
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Actions from current meeting

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| 22/084.1 | Clerk | CPRE: To pay the annual membership fee of £36.00 |
| 22/096.1 | Clerk | Precept: To return precept form with amount of £3850 to NNC |
| 22/097.1 | Clerk | Agenda: Fencing 6 Row, Footpath Bridge |