

WOOTTON PARISH COUNCIL



NCALC Council of the Year 2020

Curtlee Hill, Wootton, Northampton, NN4 6ED

Telephone: 01604 705055

Email: clerk@woottonparishcouncil.gov.uk

Minutes of the **Ordinary Parish Council Meeting** held on **Monday 19th August 2024** at 6.30pm.

Present: Chairman Cllr E Fisher, Cllr J Servent, Cllr J Bilson, Cllr M Callan, Cllr B Churchus and Cllr S Ghavami

Also present: Mrs A Reynolds Clerk to the council and two members of the public.

151/24 To receive apologies

Apologies were received from Cllr Burnell, Cllr Harrison, Cllr Revill and Cllr Wanjohi.

152/24 To receive and approve for signature the minutes of the meeting held on 15th July 2024

RESOLVED: The minutes of the meeting held on 15th July 2024 were approved as a true record of the meeting and signed by the Chairman.

153/24 To receive declarations of interest

There were no declarations of interest.

154/24 To receive requests for

There were no applications for dispensations.

155/24 Police & Public Session

The Police sent a detailed crime report for July.

Members of the public: Nothing raised.

156/24 To receive the Chairman's Report

- The Chairman thanked Cllr Ghavami and Cllr Bilson for helping at the event. It was an absolutely fabulous event with well over a thousand people attending. Residents thanked the Chairman for putting on a free event. The majority of people in attendance were from Wootton (a few were from out of the area). Comments were received from people advising that they didn't know about the event.
The council discussed how to better improve marketing of events – to include considering advertising on local community radio, banners around the village, website, perspex with posters on the tables in the café, posters at pubs, working men's club and the church.
- The Events Manager and Chairman are looking to put smaller scale events on during all school holidays/half terms. With the next event being a Halloween disco in October half-term.
It was suggested that we have an Annual Diary of Events included on the website. It was advised that we need councillor support to carry out events.

157/24 To receive the Clerk's Report

- Library figures for the month of July totalled: 2737 (over a thousand more than in June)
- Our library manager has attended Collingtree Care Home to speak to residents and staff about taking books to the home for residents to borrow, this was very well received. She will be visiting other local care homes too.

- The benches at the top of the rec were installed on Saturday 20th July, we've received two comments about the benches, one positive thanking us for installing them, and another concerned about youths hanging around and anti-social behaviour.
- The Clerk attended the local transport plan consultation briefing. This will be included on the agenda for September's meeting as we're waiting for a word/pdf copy of the consultation.
- Thomas Lowe has been appointed as the new Facilities and Operations Manager, he started on Monday 19th August, so will have a two-week handover with our current Facilities and Operations Manager. Cllr Fisher, Chairman of the council declared an interest advising that Mr Lowe was her brother.
- The Clerk has booked to attend the SLCC National Conference on 8th & 9th October at Leonardo Hotel Hinckley Island, Leicestershire.
- The Family Fun Day was a huge success thank you to all involved with making the day a huge success.
- The indoor bowls mat has gone to Hartwell – where they are setting up an indoor bowls activity for residents
- Cllr Harrison advised that we would be unable to use Spotify Premium as we are a business, so would need a business account which is £24.99 per month, meaning an annual cost of £299.88. The clerk would recommend not proceeding with this subscription as we do not hold enough events to warrant the cost.
- The clerk has circulated an email from our insurance company who have advised that we are unable to claim for the works on the culvert. WNC have provided two quotes for the work, the clerk is obtaining a further one and will include this on the agenda for next month's meeting.

158/24 Resolve to co-opt new councillors to fill two vacant positions

Two candidates applied for the two vacancies, with one sending apologies and the other attending the meeting, speaking briefly to the council. They were both individually proposed and seconded before a vote to co-opt was held.

RESOLVED: To co-opt Mr Alexander Hamilton and Mr James Wyatt as councillors. The Clerk will send them Acceptance of office forms, a copy of the code of conduct and register of members interest forms. Mr Hamilton and Mr Wyatt will be able to attend the next meeting of the council to be held on Monday 16th September as a councillor.

Action: Clerk

159/24 Finance & Administration

a To approve the payments made between 11th July – 14th August 2024

RESOLVED: To approve the payments made between 11th July – 14th August 2024

b To receive the bank balances for the end of July 2024

- Unity £80,007.30
- Nationwide £114,504.43

c To receive the budget vs actuals report

Members received the report and there were no questions.

d To receive the Annual External Audit Report and to note any action raised

RESOLVED: The council received the Annual External Audit Report and noted that there are no actions.

e To confirm the notice of Conclusion of Audit has been displayed and confirm the inspection rights may be exercised

RESOLVED: To confirm the Exercise of Public Rights has been displayed and to confirm inspection rights may be exercised

160/24 Resolve football pitch markings/layouts

RESOLVED: For the football pitch markings to remain as they have always been, our contractors have tried marking out as per Wootton St George Youth's request, but the pitches do not fit.

161/24 Resolve to consider issuing Wootton St George Youth a partial refund for pitch marking for their end of season presentation event

RESOLVED: To not issue a partial refund as Wootton St George Youth's representative met with our contractor when they were marking the pitches out.

162/24 Resolve to consider St George's request to re-wild an area of the closed churchyard

A representative from the church attended the meeting, the Chairman invited them to address the council with the proposal and answer any questions that the councillors had.

RESOLVED: To allow to St George's Church to re-wild an area of the closed churchyard providing we have a signed agreement in place confirming that the church will be responsible for any damage caused to the stone walls, and should they wish the council to start mowing the churchyard again they will put the area back to how it was before re-wilding.

Action: Clerk

163/24 Wootton Parish Mag

1. Resolve for the front cover to display months of issue as opposed to the season

RESOLVED: To display months instead of season.

2. Resolve to change the advertising rates

RESOLVED: To change the advertising rates to £40 for a quarter page, £70 for half a page, £110 for a full page, £160 for inside front/back cover and £210 for the back cover. It was also agreed to offer a 10% discount on all prices if the advertiser pays for a full year (three issues) up front.

3. Resolve to include know your councillors

RESOLVED: To include know your councillors in the mag with photos, email addresses and councillor's responsibilities.

4. Resolve whether to print the mag in full colour and to pay for delivery

DEFER MOTION: It was resolved to defer the decision until the next ordinary meeting of the parish council. To ask the EMO's if they could deliver magazines during overtime and to obtain a quotation to print the mag in full colour from our current printers.

Action: Clerk & Cllr Callan

164/24 Resolve to adopt the Health and Safety Risk Assessment pack for the environmental Maintenance Officers

RESOLVED: To write a COSHH risk assessment for any chemical not just Roundup Proactive.

Action: Facilities & Operations Manager.

165/24 Resolve to investigate providing children at play signs for Woodgate Road

MOTION FAILED: To not investigate providing children at play signs for Woodgate Road.

166/24 Resolve to purchase litter bins for the top of the recreational ground by the new benches

DEFER MOTION: It was resolved to monitor the litter around the new benches and defer the decision until the next ordinary meeting of the parish council.

167/24 **Resolve to agree the size of this year's Christmas Tree and accept the quotation**

RESOLVED: To purchase the largest Christmas Tree that can fit in the Atrium.

168/24 **Resolve to agree a process for locking the front door of the community centre to combat anti-social behaviour but taking into consideration the health and safety of centre users.**

RESOLVED: To not shutter the front door due to health and safety concerns regarding blocking fire exits. Cllr Churchus will speak to the police and the clerk will post on social media about the increased anti-social behaviour.

Action: Cllr Churchus & Clerk

169/24 **Planning**

To consider the following planning applications:

1. 2024/3329/FULL - 3 Tancred Close, Northampton, NN4 6RG – Garage Conversion & Extension to create a granny annex

RESOLVED: No objection, but to comment that the plans are to build another dwelling, but to remove two of the four parking spaces. Concerns about cars parking on the narrow road.

2. 2024/3720/TCA - Greenside, 14 High Street, Wootton, NN4 6LL – Tree works – Removal of 1 x Conifer

RESOLVED: No objections

3. 2024/3744/TCA – Cherry Trees, The Green, Wootton, NN4 6LF – Tree works – Reshape of 1 x Copper Beech.

RESOLVED: No objections

4. 2024/3760/S73 – Land to the east and west of Landimore Road, Hardingstone, NN4 6FL – Variation of condition 1 (approved plans) of N/2019/0048 (Reserved Matters Application pursuant to Outline Planning Permission N/2013/0338 (Sustainable Urban Extension for up to 1,000 dwellings; local centre; primary school; community uses; associated infrastructure improvements and highway access from Landimore Road and Newport Pagnell Road) for Phase One development comprising 385no dwellings with associated infrastructure and open space areas) to substitute 14 houses with low embodied and operational carbon types with minor layout alterations to suit.

RESOLVED: No objections.

170/24 **Resolve to respond to the Ministry of Housing Communities and Local Government consultation.**

RESOLVED: For individual councillors to respond to the consultation, with consideration to chapter eight.

Action: All Councillors

171/24 **To receive a report from Councillors attending meetings**

Cllr Bilson advised that 30-40 parents/children attended Wild Wednesday where children made mini bug hotels.

172/24 **To note the date of the next Parish Council Meeting: 16th September 2024**

173/24 **Close**

The meeting closed at 8.48 pm

Signed _____

Date _____

Appendix A

**Wootton Parish Council
Bill Payment List
July 11-August 14, 2024**

Date	No.	Supplier	Amount	Account
15/07/2024	DDR	Kingfisher Office Services LLP	-£ 33.75	Unity Current A/C
12/07/2024	2705	RF Doors	-£ 778.80	Unity Current A/C
12/07/2024	online	TotalEnergies	-£ 3,952.19	Unity Current A/C
12/07/2024	online	Parish & Shires Tree Specialists	-£ 768.00	Unity Current A/C
12/07/2024	online	Parish & Shires Tree Specialists	-£ 3,780.00	Unity Current A/C
12/07/2024	online	Webb House	-£ 162.00	Unity Current A/C
22/07/2024	DDR	Barton Telecom Services	-£ 112.62	Unity Current A/C
12/07/2024	online	ESPO	-£ 446.04	Unity Current A/C
22/07/2024	online	BACA	-£ 164.93	Unity Current A/C
12/07/2024	online	Business Stream (Scottish Water Co)	-£ 1,602.77	Unity Current A/C
12/07/2024	online	Millennium Cleaning Services	-£ 80.00	Unity Current A/C
12/07/2024	DDR	LWC NORTHAMPTON	-£ 1,542.93	Unity Current A/C
25/07/2024	DDR	BOC	-£ 133.71	Unity Current A/C
28/07/2024	DDR	Veolia	-£ 204.67	Unity Current A/C
16/07/2024	online	Blasons	-£ 775.00	Unity Current A/C
16/07/2024	online	SERVE / NVCA	-£ 60.00	Unity Current A/C
12/07/2024	Online	Parish & Shires Tree Specialists	-£ 3,780.00	Unity Current A/C
01/08/2024	DDR	GOV.UK (Road Tax)	-£ 335.00	Unity Current A/C
16/07/2024	DDR	Lloyds Bank Card	-£ 361.71	Unity Current A/C
26/07/2024	DDR	LWC NORTHAMPTON	-£ 193.95	Unity Current A/C
30/07/2024	DDR	Quickbooks	-£ 45.60	Unity Current A/C
22/07/2024	DDR	SKY WINES LIMITED	-£ 718.04	Unity Current A/C
12/08/2024	DDR	PWLB	-£ 9,997.49	Unity Current A/C
22/07/2024	Online	HMRC	-£ 5,222.13	Unity Current A/C
22/07/2024	Online	PPLPRS Limited	-£ 3,488.56	Unity Current A/C
22/07/2024	Online	Safewater Environmental	-£ 126.00	Unity Current A/C
22/07/2024	Online	Satellite Finance	-£ 155.42	Unity Current A/C
22/07/2024	Online	Siemens (MOP Smart Infrastructure)	-£ 255.60	Unity Current A/C
22/07/2024	Online	NCALC	-£ 115.20	Unity Current A/C
01/08/2024	DDR	02	-£ 14.27	Unity Current A/C
22/07/2024	Online	Parish & Shires Tree Specialists	-£ 1,176.00	Unity Current A/C
29/07/2024	DDR	SKY WINES LIMITED	-£ 1,004.04	Unity Current A/C
20/07/2024	STO	Personnel Advice & Solutions	-£ 120.00	Unity Current A/C

07/08/2024	Online	Ashby Computer Services LLP	-£ 1,422.00	Unity Current A/C
30/07/2024	Online	ESPO	-£ 9.54	Unity Current A/C
30/07/2024	Online	ESPO Energy Gas	-£ 186.97	Unity Current A/C
30/07/2024	Online	Ashby Computer Services LLP	-£ 108.00	Unity Current A/C
30/07/2024	Online	Etiquette Services Ltd	-£ 247.68	Unity Current A/C
02/08/2024	DDR	LWC NORTHAMPTON	-£ 167.89	Unity Current A/C
30/07/2024	Online	Northantsfire	-£ 430.45	Unity Current A/C
30/07/2024	Online	Weedwise Ltd	-£ 2,670.50	Unity Current A/C
30/07/2024	DDR	Booker Ltd	-£ 271.85	Unity Current A/C
02/08/2024	DDR	LWC NORTHAMPTON	-£ 167.88	Unity Current A/C
06/08/2024	online	Webb House	-£ 102.00	Unity Current A/C
06/08/2024	online	CILIP	-£ 138.24	Unity Current A/C
06/08/2024	online	Parish & Shires Tree Specialists	-£ 960.00	Unity Current A/C
09/08/2024	DDR	Eposnow	-£ 102.00	Unity Current A/C
07/08/2024	online	Satellite Finance	-£ 120.00	Unity Current A/C
07/08/2024	online	ESPO	-£ 376.50	Unity Current A/C
16/07/2024	DDR	Global Payments	-£ 430.76	Unity Current A/C
13/08/2024	online	Almac	-£ 2,055.00	Unity Current A/C
13/08/2024	online	SLCC	-£ 557.00	Unity Current A/C
13/08/2024	online	K & J Hird Ltd	-£ 2,419.20	Unity Current A/C
13/08/2024	online	TotalEnergies	-£ 4,203.19	Unity Current A/C
13/08/2024	online	PKF Littlejohn LLP	-£ 1,260.00	Unity Current A/C
Total for Unity Current A/C			-£ 60,113.07	

Net Salary Figure August

£13,072.94