

WOOTTON PARISH COUNCIL



NCALC Council of the Year 2020

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Minutes of the **Ordinary Parish Council Meeting** held on **Monday 18th November 2024** at 6.30pm.

Present: Chairman Cllr E Fisher, Cllr J Bilson, Cllr B Churchus, Cllr M Callan, Cllr S Ghavami, Cllr A Hamilton, Cllr D Harrison and Cllr C Wanjohi.
Mrs A Reynolds Clerk to the council, and 3 members of the public.

225/24 To receive apologies
Apologies were received from Cllr Servent.

226/24 To receive and approve for signature the minutes of the meeting held on 21st October 2024

RESOLVED: The minutes were approved as a true record of the meeting and signed by the Chairman.

227/24 To receive declarations of interest
There were no declarations of interest.

228/24 To receive requests for dispensation
There were no applications for dispensations.

229/24 Police & Public Session
Police report received and circulated prior to the meeting – the report shows a slight downturn in thefts.
One member of the public representing the Scouts thanked the parish council for inviting them to collect donations at the fireworks display, over £1800 was raised that was split equally between them and Wootton St George Adult Football team. They asked if it would be possible for the parish council to advertise in advance that collections for donations to charity will be taking place during the event. They advised that they would be happy to help again next year and asked if the children could be stationed where there's more lighting as the car park was dark this year.

230/24 To receive the Chairman's Report

- The Chairman and Clerk will be attending a meeting at the end of month with representatives from the GP Surgery and the Methodist Church to investigate extending the surgery into the Methodist Church building.
- The Halloween events for children were a huge success, the Chairman thanked all who were involved. There was a good mix of younger and older children at the slime making and all appeared to enjoy the event. We would like to serve older children better next year. The discos were fun, and we've received very positive feedback. It was highlighted that next time we need to keep the sessions for different age children.
- The Christmas Fayre will be happening on 30th November and 1st December, can all councillors help with the event.
- The Chairman thanked all those who helped with the fireworks event, there were no incidents, and it was a positive day. Next year we would like to extend the time

of the event, and perhaps bring back a stage, this would ensure there's more of a flow of people arriving and will help keep queues down.

- The Chairman and Clerk met Mike Reader MP, it was a positive meeting and we appreciated being invited to meet him.
- The Chairman has contacted WNC asking for costs for services that they provide to Wootton. As although nothing has been confirmed by WNC yet, devolution (where services that WNC currently provide be passed onto to parish councils), is likely to happen.

231/24 To receive the Clerk's Report

- Library figures for the month of October totalled 2513 (with 629 people visiting the library over half term)
- The half-term activities went really well, lots of children of all ages attended the free slime making, we held three Halloween discos (one SEN with approximately 10 children and two others with approximately 85 children attending each), the Autumn fun day at the library was also a huge success, they had so many children attend that they ran out of supplies for the crafts.
- Huge thank you to everyone involved with the fireworks event, it was a huge success
- The Clerk met with NCALC and the Clerk from Hackleton for advice regarding the precept for St Georges fields.
- The work to the watercourse at the rear of spartan close has now been completed. I'm waiting for the invoice from WNC. The Clerk will ask for a survey to rubber stamp the job as complete.

Action: Clerk

- WNC will not accept the uplift fees from our solicitor for the transfer of the land at Villa Way as they had expedited the process to ensure that the transfer was completed, and their documents were sent to our solicitor on 16th September. Our solicitor has applied for the registration and is waiting for receipt from the Land Registry.
- The treatment to remove the moss from the running track around the gym was completed the week commencing 11th November
- Cllr Fisher and I met with Mike Reader MP he seemed keen to visit the parish and open the Christmas Fayre
- The clerk has asked Zurich for a three-year quotation for insurance, but they haven't supplied one yet.
- Could councillors let me know what time slot they are able to help cover at the Christmas Fayre.
- St George's Church have asked if we would like to enter a Christmas tree in their Christmas tree festival from 6th – 8th December. The Clerk will ask the Library Manager.

232/24 Resolve to co-opt new councillors to fill three vacant positions

Two candidates applied for two vacancies, they were both individually proposed and seconded before a vote to co-opt was held.

RESOLVED: To co-opt Mr Temitayo Enahoro-Bowyer and Mr Frederick Wuddah as councillors. The Clerk will send them the Acceptance of office form, a copy of the code of conduct and register of members interest forms.

Mr Bowyer and Mr Wuddah will be able to attend the next meeting of the council to be held on Monday 16th December as a councillor.

The council agreed to not co-opt any more councillors and will wait until the parish council elections in May.

Action: Clerk

233/24 Finance & Administration

a. To approve the payments made between 17th October – 13th November 2024

RESOLVED: To approve the payments made between 17th October and 13th November 2024.

b. To receive the bank balances for the end of October 2024

- Unity Trust Bank £161,132.60
- Nationwide £114,290.88

c. To receive the budget vs actuals report

Members received the report and there were no questions.

d. Resolve to accept the Finance and Community Centre Committees recommendation to invest £85,000 from the Council's reserves with CCLA.

RESOLVED: To invest £85,000 reserves with CCLA.

e. Resolve to consider issuing a grant to the Patient Participation Group

RESOLVED: To issue a grant of £300 to the Patient Participation Group. The council also agreed that should the group need to hire a meeting room they could pay charity rates.

234/24 Resolve to receive and note minutes from the Finance and Community Centre Committee meeting held on 11th November 2024

A copy of the minutes was circulated prior to the meeting.

RESOLVED: The minutes were received and noted.

235/24 Resolve to accept the Finance and Community Centre Committees recommendation to change the website provider to Aubergine at a discounted one-off cost of £899, and to include online payments and event tickets modules at an additional one-off cost of £750. We will need to change providers this financial year due to the end date of our current contract.

RESOLVED: To accept the Finance and Community Centre Committees recommendation to change the website provider to Aubergine this financial year.

236/24 Resolve to accept the recommendation of the Finance and Community Centre Committee to approve the quotation from PHS for the supply and monthly emptying of sanitary bins in the centre toilets, to be implemented within this financial year, at a cost of £45.89 per month.

RESOLVED: To accept the quote for £45.89 a month from PHS.

237/24 Resolve to approve the amended grant policy.

RESOLVED: To adopt the amended policy.

238/24 To receive a report from Councillors attending meetings

- Cllr Hamilton attended an online carbon literacy project meeting – WNC are wanting to put the onus onto the community. On 28th November Cllr Hamilton will attend another meeting where a representative from Caerphilly (who have already done this) will present.
- Cllr Callan, Cllr Ghavami and the Clerk attended AI training through NCALC.
- Cllr Callan attended a NALC course – Democracy in action focusing on how the elections affect parish councils, with recommendations that new prospective councillors should attend meetings before considering being co-opted.
- Cllr Bilson, eco-warriors, Wild about Wootton and the Rotary Club planted the crocus bulbs on 15th November. The Chairman thanked Cllr Bilson for this.
- Cllr Ghavami has taken it upon himself to run 20 laps of the Community Centre recreational ground whilst the Christmas Fayre is going on to raise money for the Church roof repairs. No 50 Coffee shop are also supporting him by donating a hamper and selling raffle tickets to help raise funds.

239/24 Resolve to exclude the press and public due to the confidential nature of the business to be transacted.

RESOLVED: The resolution was passed, and the meeting was closed to members of the press and public at 7.38pm, the closed confidential session then re-opened.

240/24 Discuss and consider future staffing

RESOLVED: To create a new position and appoint a new Bar Manager to start on 1st April 2025

241/24 Close

The meeting closed at 7.53pm

Date of the next Parish Council Meeting: 16th December 2024

Wootton Parish Council
Bill Payment List
October 17-November 13, 2024

Account	Date	No.	Supplier	Amount
Unity Current A/C	20/10/2024	DDR	BOC	-£ 133.71
Unity Current A/C	21/10/2024	DDR	Barton Telecom Services	-£ 108.40
Unity Current A/C	25/10/2024	DDR	LWC NORTHAMPTON	-£ 831.95
Unity Current A/C	25/10/2024	DDR	LWC NORTHAMPTON	-£ 24.95
Unity Current A/C	25/10/2024	online	K & J Hird Ltd	-£ 907.20
Unity Current A/C	25/10/2024	online	K & J Hird Ltd	-£ 1,209.60
Unity Current A/C	25/10/2024	online	Weedwise Ltd	-£ 2,670.50
Unity Current A/C	25/10/2024	online	Manutan UK Ltd	-£ 361.80
Unity Current A/C	25/10/2024	online	Ashby Computer Services LLP	-£ 108.00
Unity Current A/C	25/10/2024	online	Safety signs for less	-£ 96.88
Unity Current A/C	25/10/2024	online	NN Pulse Magazine	-£ 1,074.00
Unity Current A/C	25/10/2024	online	Forde & McHugh Ltd	-£ 1,788.00
Unity Current A/C	25/10/2024	online	ESPO Energy Gas	-£ 331.60
Unity Current A/C	25/10/2024	online	Trade UK Account Card	-£ 127.38
Unity Current A/C	25/10/2024	online	Trade UK Account Card	-£ 36.50
Unity Current A/C	23/10/2024	DDR	Booker Ltd	-£ 550.14
Unity Current A/C	01/11/2024	DDR	LWC NORTHAMPTON	-£ 846.36
Unity Current A/C	01/11/2024	DDR	02	-£ 14.27
Unity Current A/C	20/10/2024	SO	Personnel Advice & Solutions	-£ 120.00
Unity Current A/C	04/11/2024	online	Webb House	-£ 102.00
Unity Current A/C	04/11/2024	online	Manutan UK Ltd	-£ 492.00
Unity Current A/C	04/11/2024	online	K & J Hird Ltd	-£ 151.20
Unity Current A/C	04/11/2024	online	Forde & McHugh Ltd	-£ 192.00
Unity Current A/C	04/11/2024	online	NALC	-£ 39.22
Unity Current A/C	04/11/2024	online	NALC	-£ 39.22
Unity Current A/C	04/11/2024	online	NALC	-£ 39.22
Unity Current A/C	04/11/2024	online	NALC	-£ 39.22
Unity Current A/C	04/11/2024	online	Zurich Municipal	-£ 4,643.01
Unity Current A/C	04/11/2024	online	Parish & Shires Tree Specialists	-£ 708.00
Unity Current A/C	04/11/2024	online	Alison Reynolds (Expenses)	-£ 19.78
Unity Current A/C	04/11/2024	online	HMRC	-£ 3,723.19
Unity Current A/C	04/11/2024	online	LGPS	-£ 2,978.56
Unity Current A/C	04/11/2024	online	MCM	-£ 822.00

Unity Current A/C	06/11/2024	online	BigDug Ltd	-£ 482.34
Unity Current A/C	13/11/2024	online	Aura Commercial Cleaning Services	-£ 1,622.40
Unity Current A/C	13/11/2024	online	Trade UK Account Card	-£ 31.00
Unity Current A/C	13/11/2024	online	Weedwise Ltd	-£ 930.00
Unity Current A/C	13/11/2024	online	Millennium Cleaning Services	-£ 80.00
				<u>-</u>
				£28,475.60
			Salaries	£19,021.72