



Curtlee Hill, Wootton, NN4 6ED

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To: All Parish Councillors

You are hereby summoned to attend the **Ordinary** meeting of **Wootton Parish Council** to be held at Wootton Community Centre on **Monday 16th January 2023** commencing at **7.00pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

Issued by:

Date: 11th January 2023

Tina Charteress

Agenda

- 001/23 To receive apologies**
- 002/23 To receive and approve for signature the minutes of the meeting held on 19th December 2022**
- 003/23 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**
(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.)
- 004/23 To receive requests for dispensation** – requests for dispensation must be made to the Proper Officer in writing
- 005/23 Police & Public Session**
(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the public should address the chairman of the meeting, who may direct that a written or oral response be given.)
- 006/23 To receive the Clerk's Report**
- 007/23 Finance & Administration**
- a To approve the payments made between 15th December 2022 – 12th January 2023
 - b To receive the bank balances for the end of December 2022
 - c To receive the Actuals vs Budget report
 - d To agree the renewal of membership to Northants ACRE
- 008/23 To Co-opt one new Parish Councillor following resignation of Adrian Cozens**
- 009/23 To receive the Minutes of the Events-Sub Committee and to consider any action necessary**
- 010/23 Community Centre & Events**
- a To agree the 2023 date for the Firework Event & a firework quotation of £2900.00
 - b To discuss and consider a proposal for a regular "food festival" event – Wootton Bites
 - c To discuss and consider charity rental rates for the hire of the field
 - d To consider whether to hold an event for the King's Coronation

- 011/23** To receive the Minutes of the Finance Committee and to consider action
- 012/23** To agree the Budget for 2023/2024
- 013/23** To agree the Precept for 2023/2024
- 014/23** To consider a quotation to upgrade our computer systems to Microsoft 365 with SharePoint
- 015/23** To discuss correspondence from Wootton Medical Centre and to agree a response
- 016/23** **Simpson Manor Memorial Garden**
- a To consider placing name plates on two benches or trees to remember the children who drowned at the barracks
 - b To discuss the time capsules
- 017/23** To receive the final progress payments certificate from PhP regarding the Community Centre Extension and to consider the release of the retention monies
- 018/23** To receive a report from Councillors attending meetings
- 019/23** To receive a report from Councillors attending the Cllr monthly Surgery and to consider any requests
- 020/23** To note the date of the next meeting – Parish Council Meeting: 20th February 2023