

# WOOTTON PARISH COUNCIL



**NCALC** Council of the Year 2020

Curtlee Hill, Wootton, Northampton, NN4 6ED

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Minutes of the **Ordinary Parish Council Meeting** held on **Monday 16<sup>th</sup> October 2023** at 7.00pm.

**Present:** Cllr J Servent, Cllr H Hodgkinson, Cllr D Harrison, Cllr D McClellan, Cllr M Callan & Cllr R Hensby

**Also present:** 0 members of the public

In the absence of the Chairman Cllr Jeff Servent chaired the meeting and made the following statement:  
*“A Councillor is subject to obligations set out in the Code Of Conduct which is annually adopted by the Council.*

*The code was designed to protect our democratic role, encourage good conduct, and safeguard the public’s trust and confidence in the role of councillor in local government. While it sets out the minimum standards of behaviour expected, it is designed to encourage councillors to model the high standards expected of councillors, to be mutually respectful even if they have personal or political differences, to provide a personal check and balance, and to set out the type of conduct that could lead to complaints being made of behaviour falling below the standards expected of councillors and in breach of the code. It is also to protect councillors, the public, local authority officers and the reputation of local government. It is important that as councillors we can be held accountable, and all adopt the behaviours and responsibilities associated with the role”.*

Item no	
181/23	<b>To receive apologies</b> Apologies were received from Chairman Cllr Emma Fisher, holiday & Cllr R Thakarar, family commitments
182/23	<b>To receive and approve for signature the minutes of the meeting held on 18<sup>th</sup> September 2023</b> <b>RESOLVED:</b> The minutes of the meeting held on 18 <sup>th</sup> September 2023 were approved as a true record of the meeting
183/23	<b>To receive Declarations of Interest</b> There were no declarations of interest
184/23	<b>To receive requests for dispensation</b> There were no applications for dispensations
185/23	<b>Public Session</b> The Police sent the following report: Crime is still low this month which is good, however across many areas we are seeing an increase in vehicle crime, We have noticed that Wootton has been targeted this month: <ul style="list-style-type: none"><li>• do not leave valuables inside vehicles this include trade vehicles and tools</li><li>• Ensure your vehicle is locked and secured</li><li>• ensure keys are kept away and out of view of windows and doors inside your home address</li><li>• Try and park in a well-lit area</li><li>• Consider CCTV/ Smart RING cameras</li></ul> How to protect your keyless entry car: <ul style="list-style-type: none"><li>• When at home keep your car key (and the spare) well away from the car.</li></ul>

	<ul style="list-style-type: none"> <li>• Put the keys in a screened or signal-blocking pouch, such as a Faraday Bag and check if the bag or pouch is still working every few months.</li> <li>• Reprogrammed your keys if you buy a second hand car.</li> <li>• Turn off wireless signals on your fob when it's not being used.</li> </ul> <p>Crime figures: Residential burglary – 2 – whereby 2 x garages have been left insecure/ open and unknown person been seen inside, nothing taken Non-residential burglary – 0 Criminal damage – 3 – all unrelated and low level incidents Vehicle crime – 6 – 3 X vehicle crimes of which are linked on the same evening at various locations in Wootton (we believe by the same person/s, but investigations still on-going). The other 3 are different locations and dates in September whereby items have been taken from inside vehicles.</p> <p><b>Members of the public:</b> There were no comments from members of the public</p>
<b>186/23</b>	<p><b>To receive the Chairmans Report:</b> The Chairman was absent from the meeting due to being on holiday</p>
<b>187/23</b>	<p><b>To receive the Clerk's Report:</b></p> <ul style="list-style-type: none"> <li>• The Clerk advised the meeting that Cllr Batson has now resigned leaving the council with three vacancies as the resident co-opted at the last meeting has declined the post</li> <li>• The Library received 2049 visitors in September</li> <li>• The number of regular users at the community centre has increased enormously – this has had a knock-on effect on staff and overtime has been paid accordingly</li> <li>• The lights on Curtlee Hill have gone out again and National Grid think the problem is relating to 3 lights out on the footpath leading to Caroline Chisholm. The lights will be repaired and hopefully the problem solved</li> <li>• Colin Fairgrieve has been appointed as the new Facilities and Operations Manager</li> <li>• Knit and Natter have made thousands of poppies which are being put together to make an enormous poppy wreath for the Atrium</li> <li>• The Clerk attended the NCalc Annual Conference</li> <li>• The Larger Council Clerk's Forum was hosted at Wootton Community Centre</li> <li>• The last Mag of the year has been delivered and is ready for collection – we are short of deliverers so Cllrs were asked if they could take a few extras</li> <li>• A meeting has been arranged with the newly appointed lead of the Local Area Partnership</li> <li>• The North Northants Travellers Unit will be providing a Travellers Policy to us once they have confirmation of the new legislation and have spoken with the police</li> <li>• The Police have been contacted regarding parking at Wootton Primary School as residents are being blocked in their drives</li> </ul>
<b>188/23</b>	<p><b>Finance &amp; Administration</b></p> <p><b>a To approve the payments made between 13<sup>th</sup> September – 11<sup>th</sup> October 2023</b> <b>RESOLVED:</b> to approve the payments made between the 13<sup>th</sup> September – 11<sup>th</sup> October 2023</p> <p><b>b To receive the bank balances for the end of September 2023</b></p> <ul style="list-style-type: none"> <li>• Unity £180,581.44</li> <li>• Nationwide £152,064.48</li> </ul> <p>The Clerk advised Members that the second payment of the annual Precept was paid on the 29<sup>th</sup> September totalling £150,406.00.</p> <p><b>c To receive the Actuals vs Budget report</b> Members received the report</p> <p><b>d To appoint two new bank signatories following the resignation of Sara Homer &amp; Marlene</b> <b>RESOLVED:</b> to appoint Cllr Callan &amp; Hodgkinson</p> <p><b>e To appoint Cllrs to the Finance Committee</b></p>

	<p><b>RESOLVED:</b> to appoint Cllrs Callan, Harrison &amp; Servent</p> <p><b>f To consider cancelling the monthly councillor surgery</b></p> <p><b>RESOLVED:</b> To cancel the monthly councillor surgery due to lack of appetite from residents</p>			
189/23	<p><b>To discuss and consider the protection of library volunteers &amp; staff from anti-social behaviour in the Atrium</b></p> <p>The Clerk advised the meeting that the problem with anti-social behaviour is getting worse in the Atrium and she said she would like to purchase partitions to stop young people congregating in the area. The Clerk advised members that the Coffee Shop are having to lock the main doors and let customers in via the field as young people are stopping her customers coming through the doors. There is also a problem with water from the water dispenser being thrown in the Atrium, scooters are damaging the floors and there is mud, sweets chewing gum and pens ruining the furniture</p> <p><b>RESOLVED:</b> To employ a security company from Friday 20<sup>th</sup> October 1-7pm to the following Sunday week. After half term 4-7pm for two weeks with 1-7pm at the weekend. Follow this trial, security will be reviewed</p> <p>Cllr Harrison will look to provide a single CCTV camera</p>			
190/23	<p><b>To consider the purchase of a printer for the library</b></p> <p><b>RESOLVED:</b> This item was taken off the agenda</p>			
191/23	<p><b>To consider a quote from Community Responders for the firework event</b></p> <p><b>RESOLVED:</b> To agree the quote</p>			
192/23	<p><b>Community Centre</b></p> <p><b>a To consider a quotation to automate the front doors leading to the Atrium</b></p> <p><b>RESOLVED:</b> to defer this to a budget discussion</p> <p><b>b To consider a quotation to white line the car park</b></p> <p><b>RESOLVED:</b> to defer this to a budget discussion</p>			
193/23	<p><b>To consider participating in No Mow May 2024</b></p> <p><b>RESOLVED:</b> to participate in No Mow May &amp; to bring a map back to council in November</p>			
194/23	<p><b>To consider a request from a member of the public to make the entrance into the Memorial Garden accessible to wheelchair users</b></p> <p><b>RESOLVED:</b> to defer this item to the next meeting</p>			
195/23	<p><b>Planning</b></p> <p><b>a To consider instigating a co-operative strategy with Grange Park, Hardingstone, Hackleton, Great Houghton and Quinton Parish Councils in a similar vein to the MOH response in order to maximise any response to the proposed Wootton Valley development</b></p> <p><b>RESOLVED:</b> to instigate a co-operative strategy by creating a forum of neighbouring parish councils</p> <p><b>b To consider engaging a professional Planning Consultant to assist the council when preparing objections and related activities to large developments which affect the parish</b></p> <p><b>RESOLVED:</b> to agree in principle to engage a professional planning consultant to assist the council when preparing responses and related activities to large developments which affect the parish, if and when required</p> <p><b>c To consider the following planning application:</b></p> <table border="1" data-bbox="338 1601 1474 1680"> <tr> <td>2023/6610/FUL</td> <td>24 Langford Drive, Wootton, NN4 6JY</td> <td>Proposed two storey extension to the rear of the existing dwelling</td> </tr> </table> <p><b>RESOLVED:</b> No comment</p>	2023/6610/FUL	24 Langford Drive, Wootton, NN4 6JY	Proposed two storey extension to the rear of the existing dwelling
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196/23	<p><b>To receive a report from Councillors attending meetings</b></p> <p>Numerous Cllrs attended the Gallagher Homes public consultation in the Atrium</p> <p>Cllr Fisher, Servent &amp; Callan attended a meeting with WNC &amp; Hardingstone Parish Council regarding the Queen Eleanor roundabout changes</p> <p>Cllr Fisher attended the NCALC Annual Conference with the Clerk</p>			
197/23	<p><b>To receive a report from Councillors attending the Cllr monthly Surgery and to the consider any requests</b></p> <p>Cllr McClellan did the monthly surgery and did not meet with any residents</p>			
198/23	<p><b>To note the date of the next meeting – Parish Council Meeting 20<sup>th</sup> November 2023</b></p>			

Signed \_\_\_\_\_

Date \_\_\_\_\_



**Appendix A**

**Bill Payment List**

**13 September - 11 October, 2023**

	<b>Date</b>	<b>No.</b>	<b>Supplier</b>	<b>Amount</b>
<b>Unity Current A/C</b>				
	25/09/2023	DDR	PWLB	-2,657.88
	18/09/2023	Online	A Hickford Lighting Ltd	-2,730.00
	18/09/2023	Online	Almac	-2,200.00
	18/09/2023	Online	Goetre Villa Ltd	-450.00
	18/09/2023	Online	PKF Littlejohn LLP	-1,260.00
	18/09/2023	Online	Parish & Shires Tree Specialists	-672.00
	18/09/2023	Online	Pathfinder Legal Services Limited	-144.06
	18/09/2023	Online	SLCC	-354.00
	20/09/2023	DDR	Barton Telecom Services	-90.53
	25/09/2023	DDR	BOC	-124.36
	09/10/2023	DDR	Eposnow	-102.00
	14/09/2023	DDR	Global Payments	-305.17
	18/09/2023	DDR	Lloyds Bank Card	-423.35
	22/09/2023	DDR	LWC NORTHAMPTON	-313.46
	22/09/2023	DDR	SKY WINES LIMITED	-619.05
	30/09/2023	DDR	Veolia	-463.68
	30/09/2023	DDR	Siemens	-82.80
	02/10/2023	DDR	Quickbooks	-40.80
	27/09/2023	DDR	Booker Ltd	-243.45
	01/10/2023	DDR	Grenke Leasing Limited (CCTV)	-62.71
	01/10/2023	DDR	GRENKE Leasing Limited (Photocopier)	-125.32
	04/10/2023	OnLine	GALA Fireworks	-2,300.00
	04/10/2023	OnLine	ESPO Energy Gas	-202.99
	04/10/2023	OnLine	ESPO	-246.12
	04/10/2023	OnLine	Eco2Lec	-645.60
	04/10/2023	OnLine	MCM	-150.00
	02/10/2023	DDR	2	-13.61

04/10/2023	OnLine	TotalEnergies	-3,521.57
04/10/2023	OnLine	TRANEX TELECOMMUNICATIONS LTD	-3,527.94
06/10/2023	DDR	LWC NORTHAMPTON	-330.34
04/10/2023	OnLine	Ashby Computer Services LLP	-46.68
04/10/2023	OnLine	Millennium Cleaning Services	-80.00
06/10/2023	DDR	SKY WINES LIMITED	-449.65
04/10/2023	OnLine	Tangerine Red Limited	-81.60
05/10/2023	Online	Webb House	-102.00
			<u>-£</u>
<b>Total for Unity Current A/C</b>			<b>25,162.72</b>