

# 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 20<sup>th</sup> February 2023** at 7.00pm.

**Present:** Chairman Cllr N Lodge, Vice-Chairman Cllr Sara Homer, Cllr J Servent, Cllr H Hodgkinson, Cllr E Fisher, Cllr S Ghavami, Cllr R Thakarar, Cllr D Harrison, Cllr M Batson, Cllr D McClellan & Cllr A Derham

**Also present:** Parish Clerk, Tina Charteress, 3 members of the public

Item no	
029/23	<b>To receive apologies</b> – There were no apologies
030/23	<b>To receive and approve for signature the minutes of the meeting held on 30<sup>th</sup> January 2023</b> <b>RESOLVED:</b> The minutes of the meeting held on 30 <sup>th</sup> January 2023 were approved as a true record of the meeting
031/23	<b>To receive Declarations of Interest</b> Cllr Homer declared an interest in item 037/23f
032/23	<b>To receive requests for dispensation</b> There were no applications for dispensations
033/23	<b>Public Session</b> The Clerk read out the police reports for January: <ul style="list-style-type: none"> <li>• 0 Criminal damage</li> <li>• 2 Burglary Residential</li> <li>• 2 Vehicle crime</li> </ul> <b>Members of the public:</b> A member of the public advised Cllrs that they would like to take ownership of some Parish Council owned land which boundaries their property A member of the public advised Cllrs that he had acquired 400+ trees from the Woodland Trust to plant on the verge adjacent to the A45 on National Highways land
034/23	<b>To receive the Clerk's Report:</b> <ul style="list-style-type: none"> <li>• Library visitor figures for January were 1430</li> <li>• The Deed of Variant between David Wilson Homes &amp; WNC has now been signed meaning the land can be transferred and will be done before the end of March</li> <li>• Sergeant Nick Paul has left the Police Community Team and we are waiting to find out who will replace him</li> </ul>
035/23	<b>Finance &amp; Administration</b> <b>a To approve the payments made between 13<sup>th</sup> January – 14<sup>th</sup> February 2023</b> <b>RESOLVED:</b> to agree the payments made between 13 <sup>th</sup> January 2022 – 14 <sup>th</sup> February 2023 shown in Appendix A. <b>b To receive bank balances for the end of January:</b> <ul style="list-style-type: none"> <li>• Unity £120,228.95</li> <li>• Unity, Simpson Manor £292.90</li> <li>• Unity Extension £25,741.75</li> <li>• Nationwide £110,781.68</li> </ul> <b>c To receive the Actuals vs Budget report</b> Members received the Actuals vs Budget report <b>d To receive the Internal Control report and to note any action</b> <b>RESOLVED:</b> Members noted there were no actions

	<p><b>e To consider the disposal of three assets – a broken table tennis table, a heavy duty strimmer &amp; a salt spreader</b>  <b>RESOLVED:</b> To dispose of the assets</p> <p><b>f To agree the Calendar of meetings for 2023/2024</b>  <b>RESOLVED:</b> to agree the Calendar</p> <p><b>g To agree the purchase of a new laptop for the Bar &amp; Functions Manager</b>  <b>RESOLVED:</b> to agree the purchase of a laptop</p>
<b>036/23</b>	<p><b>To Co-opt one new Parish Councillor following resignation of Adrian Cozens</b>  There were no candidates</p>
<b>037/23</b>	<p><b>Community Centre</b></p> <p><b>a To agree a quotation for the replacement of a broken extractor fan and the re-wiring of existing fans in the changing rooms</b>  <b>RESOLVED:</b> to agree the quotation</p> <p><b>b To agree the purchase of new AV equipment</b>  <b>RESOLVED:</b> to agree the quotation</p> <p><b>c To agree a quotation for a new floor in the Jubilee Room</b>  <b>RESOLVED:</b> to agree the quotation</p> <p><b>d To discuss and consider planting on the front beds at the Community Centre</b>  Member asked for more information relating to the quote and asked Cllr Servent to obtain another quote for the planting</p> <p><b>e To consider changing the Community Centre Bar to cashless following a change in cash banking arrangements with Unity Trust Bank</b>  <b>RESOLVED:</b> to continue taking cash over the bar and to change the way in which it is banked</p> <p><b>f To consider renting the field for a two day charity event for the Hope Centre</b>  <b>RESOLVED:</b> to agree to the Hope Centre holding a two-day event subject to the relevant documentation being agreed 3 months before</p> <p><b>g To consider an approach from a cricket club to re-open the cricket pitch</b>  <b>RESOLVED:</b> to create an April to September contract paying all costs covering the use of the facilities and delegate responsibility to manage the hiring to the Clerk</p>
<b>038/23</b>	<p><b>To consider the purchase of additional dog fouling signage</b>  <b>RESOLVED:</b> To purchase additional dog fouling signage, Cllr Servent will provide quotations at the next meeting</p>
<b>039/23</b>	<p><b>To agree a specification for the tender document for the new play area and to delegate the production and issue of the document to the Clerk</b>  <b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>• To issue a specification for a wooden playground</li> <li>• To allow the contractors to recommend flooring</li> <li>• To add fencing</li> <li>• To add an access pathway</li> <li>• To recycle equipment and site some at Simpson Manor</li> </ul>
<b>040/23</b>	<p><b>To agree to request new “no mow” areas to encourage wildflower growth</b>  <b>RESOLVED:</b> To request Ide Verdi don’t mow the verge outside house on Quinton Road Wootton and not to mow the crocus bank at Simpson Manor Memorial Garden</p>
<b>041/23</b>	<p><b>To seek approval to name the open spaces in the Parish with historical names</b>  <b>RESOLVED:</b> Members agreed to approve naming the open spaces with Historical names</p>
<b>042/23</b>	<p><b>To declare a Climate Change Emergency</b>  <b>RESOLVED:</b> To declare a Climate Change Emergency</p>
<b>043/23</b>	<p><b>To consider a request from a local resident to purchase/lease land from the Parish Council</b>  <b>RESOLVED:</b> Members voted not to sell the land to local resident</p>
<b>044/23</b>	<p><b>To receive the final progress payments certificate from PhP regarding the Community Centre Extension and to consider the release of the retention monies</b>  <b>RESOLVED:</b> To agree to pay the final invoice</p>
<b>045/23</b>	<p><b>To consider the following planning application:</b></p>

	<b>Appeal: APP/W2845/D/22/33045944 – Frosts Court Wootton</b> – Information only: appeal against S78 against refusal of a householder application
<b>046/23</b>	<b>To receive a report from Councillors attending meetings</b> Cllr Hodgkinson attended meetings with: <ul style="list-style-type: none"> <li>• The Wildlife Trust</li> <li>• Nicola Clark from Ide Verdi</li> <li>• Matthew Clark from Northants Highways</li> </ul>
<b>047/23</b>	<b>To receive a report from Councillors attending the Cllr monthly Surgery and to the consider any requests</b> Cllr McClellan attended the surgery which didn't receive any visitors
<b>048/23</b>	<b>Exclusion of the press and public – due to the confidential nature of the business to be transacted the press and public are excluded from the next items on the agenda:</b>
<b>049/23</b>	<b>To discuss and consider a letter from Andrea Leadsom MP in relation to Wootton Medical Centre</b> Members discussed a meeting the Chairman attended with Wootton Medical Centre & Andrea Leadsom MP
<b>050/23</b>	<b>To agree the contractor for the Grounds Maintenance contract</b> <b>RESOLVED:</b> to appoint Weedwise as Grounds Maintenance contractor for 2023/2026
<b>051/23</b>	<b>To note the date of the next meeting – Parish Council Meeting 20<sup>th</sup> March 2023</b>
	<b>Close</b> - The meeting closed at 9.50pm

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Appendix A**

**Bill Payment List**  
**13 January - 14 February, 2023**

	<b>Date</b>	<b>No.</b>	<b>Supplier</b>	<b>Amount</b>
<b>Unity Current A/C</b>				
	30/01/2023	DDR	Siemens	-82.80
	25/01/2023	DDR	BOC	-119.83
	14/01/2023	DDR	Global Payments	-237.53
	28/01/2023	DDR	Veolia	-199.06
	09/02/2023	DDR	Eposnow	-102.00
	23/01/2023	DDR	Barton Telecom Services	-88.62
	17/01/2023	DDR	Lloyds Bank Card	-3.00
	19/01/2023	Online	HMRC	-2,414.34
	19/01/2023	Online	LGPS	-2,722.54
	06/02/2023	OnLine	Ashby Computer Services LLP	-340.50
	06/02/2023	OnLine	BACA	-14.66
	03/02/2023	DDR	Grenke Leasing Limited (CCTV)	-62.71
	13/02/2023	DDR	Kingfisher Office Services LLP	-131.69
	27/01/2023	DDR	LWC NORTHAMPTON	-233.55
	13/02/2023	OnLine	Pathfinder Legal Services Limited	-266.40
	31/01/2023	DDR	Quickbooks	-38.40
	13/02/2023	OnLine	Siemens (MOP Smart Infrastructure)	-128.40
	13/02/2023	OnLine	Stanair	-315.74
	13/02/2023	OnLine	TotalEnergies	-4,180.11
	10/02/2023	DDR	PWLB	-9,997.49
	13/02/2023	OnLine	Marcus Young Landscapes Ltd	-6,589.44
	13/02/2023	OnLine	WF Education Group Ltd	-1,463.40
	06/02/2023	OnLine	Webb House	-102.00
	13/02/2023	OnLine	Zoom	-14.39
	06/02/2023	OnLine	Etiquette Services Ltd	-609.00
	13/02/2023	OnLine	Tony Bayley	-25.65
	13/02/2023	OnLine	2commune	-180.00
	13/02/2023	OnLine	John McKay	-49.82
	14/02/2023	Online	HMRC	-2,431.80
	14/02/2023	Online	LGPS	-2,739.73
	20/01/2023	STO	Personnel Advice & Solutions	-120.00
	27/01/2023	DDR	Virgin Mobile	-12.00
<b>Total for Unity Current A/C</b>				<b>-£ 36,016.60</b>
<b>Unity Extension</b>				
	13/02/2023	OnLine	Steele & Bray Limited	-5,121.66
<b>Total for Unity Extension</b>				<b>-£ 5,121.66</b>
<b>Unity Simpson Manor S106</b>				
	17/01/2023	Online	Almac	-110.00
<b>Total for Unity Simpson Manor S106</b>				<b>-£ 110.00</b>