

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 20th November 2023** at 7.00pm.

Present: Chairman Cllr Emma Fisher, Cllr J Servent, Cllr H Hodgkinson, Cllr S Ghavami, Cllr D Harrison, Cllr D McClellan, Cllr M Callan & Cllr R Hensby

Also present: 1 member of the public

Item no	
199/23	To receive apologies There were no apologies
200/23	To receive and approve for signature the minutes of the meeting held on 16th October 2023 RESOLVED: The minutes of the meeting held on 16 th October 2023 were approved as a true record of the meeting
201/23	To receive Declarations of Interest Cllr Hensby declared an interest in item 210/23e with the land being adjacent to his property
202/23	To receive requests for dispensation There were no applications for dispensations
203/23	Public Session The Police sent the following report: Crime figures: Residential burglary – 1 – Non-residential burglary – 0 Criminal damage – 2 Vehicle crime – 8 Members of the public: There were no comments from members of the public
204/23	To receive the Chairmans Report: The Chairman and the Clerk met with the coffee shop owner for the annual lease review. The Chairman reported she has attended a leadership course and advised that it is really important to build respect between each other and adhere to the code of conduct Meetings should be kept to under two hours and this can be achieved by talking through the Chairman and not repeating points The Chairman advised Members that it is essential to read the supporting documentation before the meeting and reminded Members that the council is making decisions which are affecting tax payers money The Chairman attended the Larger Councils Forum
205/23	To receive the Clerk's Report: <ul style="list-style-type: none"> • The Clerk advised the meeting that she had been working with the police to get a dumped car removed from private land • The Library received 1953 visitors in October • The Clerk has attended a meeting with Hello Lamppost, the monthly Larger Council Clerks Forum, a meeting on Martin's Law and a meeting with Jelson Homes regarding the adoption of the footpath from New Road to the bottom of Simpson Manor • There is still one light out on the footpath to Caroline Chisholm from Curtlee Hill

	<ul style="list-style-type: none"> • The new Facilities and Operations Manager is getting to grips with his role and as such the Clerk has said she is now able to properly carry out her role and is catching up with work which is outstanding • The Larger Council Clerk's Forum was hosted at Wootton Community Centre • Positive feedback has been received from all councils contacted re the planning forum – the Clerk asked members for next steps • A meeting has been arranged with the newly appointed lead of the Local Area Partnership • Suggestions boxes will be going up this week. The new screen in the Atrium will be working for the Christmas Fayre • The Clerk advised she will be issuing ideas for benches this month • The firework event raised c£1900 for the charities. A report will be brought to the next meeting regarding income & expenditure for the event • The ice machine in the community centre bar is not working properly and the contractors are struggling to get it fixed. It's really old, out of warranty and a new one may have to be purchased • The Clerk reported that the Internal Control Inspection was overdue • The annual insurance payment has been made in line with the agreed 3 year cover; Council will need to go out to tender next September for new cover • The contracted staff have received the pay award as agreed by government • The Christmas Fair is taking place this weekend – we need help from 2pm – 4pm both days
206/23	<p>To appoint a vice-chairman following the resignation of Sara Homer RESOLVED: to appoint Cllr Servent as Vice-Chairman of Wootton Parish Council</p>
207/23	<p>To co-opt new councillors to fill two vacant positions RESOLVED: to co-opt Simon Burnell as parish councillor for Wootton Parish Council</p>
208/23	<p>Finance & Administration</p> <p>a To approve the payments made between 12th October – 15th November 2023 RESOLVED: to approve the payments made between the 12th October – 15th November</p> <p>b To receive the bank balances for the end of October 2023</p> <ul style="list-style-type: none"> • Unity £154,469.01 • Nationwide £152,348.61 <p>c To receive the Actuals vs Budget report Members received the report</p> <p>d To appoint a new Police Liaison Representative RESOLVED: to appoint Cllr Harrison</p> <p>e To approve a new Travellers Policy RESOLVED: to approve the Policy</p>
209/23	<p>To discuss a trial of security officers in the Atrium and to consider next steps RESOLVED: to continue with the security arrangement until the end of the Christmas holidays. Cllr Harrison will look to provide a single CCTV camera</p>
210/23	<p>Open Spaces</p> <p>a To appoint Goetra Villa to manage the tree planting of 42 new trees in line with the successful grant application with UTCF RESOLVED: to appoint Goetra Villa to manage the tree planting of the 42 new trees</p> <p>b To agree to use the maintenance grant awarded by the Forestry Commission to fund the tree watering for the next 3 years RESOLVED: to agree to use the maintenance grant to fund the tree watering for the next 3 years</p> <p>c To agree the No Mow May areas for 2024 RESOLVED: to agree 2 shaped areas at the Memorial Garden and the edge of the open space on the tree avenue from Curtlee Hill to Caroline Chisholm</p> <p>d To consider a request from a member of the public to acquire parish council owned land RESOLVED: not to agree to the request</p>

	<p>e To receive a report from the Clerk & Cllr Callan following a walkabout of the newly acquired land behind Tudor Court and to consider the removal of a dangerous tree Members received the report and agreed there is no choice but to fell the diseased ash tree</p> <p>f To consider recommendations from the grounds maintenance contractor for work at the Memorial Garden & the Village Green RESOLVED: To proceed with the quote from Weedwise regarding the memorial garden RESOLVED: Not to crown lift the trees on The Green</p> <p>g To receive the inspection reports for the outdoor gym and play areas and to consider any action RESOLVED: The EMO's will make good the areas of high risk and the council is planning to upgrade the play area when the David Wilson Homes monies come in</p>						
211/23	<p>To consider hosting seasonal drinks for volunteers in the parish and community centre community groups RESOLVED: To host seasonal drinks for volunteers and community groups using the community centre at a maximum cost of £250</p>						
212/23	<p>To receive a report of library performance A copy of the full library Annual Report was given to Members and specific details were as below: Loans – 9323 to 16,819 = 80% increase Visitors – 8046 to 19878 = 147% increase New members – 243 to 540 = 122% increase</p>						
213/23	<p>Planning a To consider the following planning application:</p> <table border="1"> <tr> <td>2023/7440/FUL</td> <td>3 Battle Close Northampton</td> <td>Proposed first floor extension to side and rear (Resubmission of N/2020/1076)</td> </tr> <tr> <td>2023/6668/FUL</td> <td>3B Resthaven Road Northampton</td> <td>Proposed domestic annex</td> </tr> </table> <p>RESOLVED: No comment</p>	2023/7440/FUL	3 Battle Close Northampton	Proposed first floor extension to side and rear (Resubmission of N/2020/1076)	2023/6668/FUL	3B Resthaven Road Northampton	Proposed domestic annex
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214/23	<p>To receive a report from Councillors attending meetings Cllr Callan advised Members he has attended two training courses he also advised he is attending the Code of Conduct course this month Cllr Hodgkinson advised of a meeting with Vistry</p>						
215/23	<p>To receive a report from Councillors attending the Cllr monthly Surgery and to the consider any requests The monthly surgery has now been cancelled</p>						
216/23	<p>To note the date of the next meeting – Parish Council Meeting 18th December 2023 Close - The meeting closed at 21.13</p>						

Signed _____

Date _____

Bill Payment List

12 October - 15 November, 2023

Unity Current A/C	Date	No.	Supplier	Amount
	23/10/2023	DDR	Barton Telecom Services	-85.68
	25/10/2023	DDR	BOC	-124.36
	19/10/2023	OnLine	ESPO Energy Gas	-225.08
	14/10/2023	DDR	Global Payments	-421.75
	19/10/2023	OnLine	K & J Hird Ltd	-2,419.20
	30/10/2023	DDR	Quickbooks	-40.80
	16/10/2023	DDR	Lloyds Bank Card	-134.18
	13/10/2023	DDR	LWC NORTHAMPTON	-278.83
	27/10/2023	DDR	LWC NORTHAMPTON	-363.21
	01/11/2023	DDR	2	-13.61
	19/10/2023	OnLine	Parish & Shires Tree Specialists	-384.00
	19/10/2023	OnLine	Pathfinder Legal Services Limited	-13.68
	19/10/2023	OnLine	Safewater Environmental	-126.00
	27/10/2023	DDR	SKY WINES LIMITED	-427.68
	19/10/2023	OnLine	TotalEnergies	-3,593.28
	30/10/2023	DDR	Veolia	-353.28
	19/10/2023	OnLine	Weedwise Ltd	-2,670.50
	19/10/2023	OnLine	West Northants Council (Premises Licence)	-180.00
	19/10/2023	OnLine	Zoom	-15.59
	19/10/2023	OnLine	BACA	-133.55
	19/10/2023	OnLine	Jones Wholesale	-94.72
	16/10/2023	Online	HMRC	-3,109.21
	16/10/2023	Online	LGPS	-2,766.33
	16/10/2023	Online	Wendy Heyns	-5.00
	20/10/2023	STO	Personnel Advice & Solutions	-120.00
	13/11/2023	OnLine	Ashby Computer Services LLP	-46.68
	13/11/2023	OnLine	BACA	-164.70
	09/11/2023	DDR	Eposnow	-102.00
	13/11/2023	OnLine	Fensome Locksmiths	-210.00
	01/11/2023	DDR	Grenke Leasing Limited (CCTV)	-62.71
	13/11/2023	OnLine	Bar King	-450.00
	10/11/2023	DDR	LWC NORTHAMPTON	-839.27
	10/11/2023	DDR	SKY WINES LIMITED	-950.53
	13/11/2023	OnLine	Webb House	-102.00
	13/11/2023	OnLine	Wicksteed Leisure Ltd	-316.80
	13/11/2023	OnLine	Weedwise Ltd	-2,670.50
	13/11/2023	OnLine	Wootton Playgroup	-500.00
	13/11/2023	OnLine	Zoom	-15.59
	01/11/2023	DDR	West Northants Council (Business Rates)	-52.00
	13/11/2023	OnLine	Zurich Municipal	-3,994.13
	30/10/2023	DDR	Siemens	-82.80
	24/10/2023	Online	Business Stream (Scottish Water Co)	-866.66

13/11/2023	OnLine	Any Occasion	-588.00
13/11/2023	OnLine	Generation UK	-30.14
31/10/2023	DDR	Global Payments	-463.71
13/11/2023	OnLine	Pathfinder Legal Services Limited	-28.98
13/11/2023	OnLine	Parish & Shires Tree Specialists	-792.00
13/11/2023	OnLine	South Northants Responders	-700.00
13/11/2023	OnLine	Tangerine Red Limited	-336.00
15/11/2023	Online	HMRC	-5,676.74
15/11/2023	Online	LGPS	-5,075.55
			-£
Total for Unity Current A/C			43,217.01