

# 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> January 2025** at 6.30pm.

**Present:** Chairman Cllr E Fisher, Cllr J Bilson, Cllr T Bowyer, Cllr M Callan, Cllr B Churchus – arrived late, Cllr S Ghavami, Cllr A Hamilton, Cllr D Harrison and Cllr F Wuddah. Mrs A Reynolds Clerk to the council, and one member of the public.

**WPC/25/01 To receive apologies**  
Apologies were received by Cllr Servent

**WPC/25/02 To receive and approve for signature the minutes of the meeting held on 16<sup>th</sup> December 2024**

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

**WPC/25/03 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**  
None

**WPC/25/04 To receive requests for dispensation**  
None

**WPC/25/05 Police & Public Session**  
The crime report for December had been circulated prior to the meeting. Neighbourhood PCSO attended the meeting and advised that December was generally a good month with low crime, there was one vehicle offence involving a number plate being stolen. He is going to investigate the black VW that has been parked on Wootton Hope Drive for a couple of months which has no MOT or Tax. The PCSO is not sure whether St George's Fields development will move over with the boundary changes, as the Police's boundaries are the same as the LAPs. **Action:** The Clerk will contact the Wootton LAP to ask if the boundaries are changing to reflect the community governance boundary changes.

**WPC/25/06 To receive the Chairman's Report**

- The chairman advised that she has attended two great events since the last parish council meeting. The first being the Library Christmas Fund Day it was a fabulous event and very well attended. It was agreed that the Library Manager does an amazing job. The Chairman reminded councillors that it would be appreciated if more councillors could support and help with the library events.
- The second event was the thank you evening for volunteers and regular users, approximately 20 people attended. This is a significant event to recognise what our volunteers do. The Parish Council wouldn't be able to keep the precept as low without our volunteers and wouldn't be able to have such an amazing library without the help of library volunteers. The Chairman thanked the councillors who attended the session.

- The centre experienced a little antisocial behaviour over Christmas holiday. The Chairman strongly feels that the council's reactions and behaviour will result in change. She asked all councillors for suggestions as to what the council can do to help engage with the parish teenagers.
- Elections are at the beginning of May; every seat will be up for election and all councillors will need to submit nomination paperwork if they wish to become a councillor.

**WPC/25/07 To receive the Clerk's Report**

- Library figures for the month of December totalled 1677. The total number of visitors to the library for the year (January – December 2024) was an incredible 25,783.
- We have changed our mobile contract over from O2 to GiffGaff on a rolling contract (2GB data, unlimited calls and texts) saving approximately £6 a month.
- The Facilities Manager met with the Bison Bridges on 15<sup>th</sup> January, and they are hoping to deliver and being installation of the new bridge on 3<sup>rd</sup> February.
- Articles for the Mag need to be submitted by 31<sup>st</sup> January.
- The Clerk advised that she's waiting for an update from Cllr Larrett regarding the balancing pond and has asked him to come into the office for a catch-up meeting.
- The new website will be going live mid-February, and the Clerk, Bar & Functions and Library Managers are busy populating it with information.
- CCLA documentation has been submitted, and we are waiting for them to set up our new investment account.
- The EMOs are in the process of refurbishing noticeboards, and they need re-staining. The council agreed for the EMOs to change the colour of the stain to a natural forest green.
- The Clerk informed the council that there is have a problem with the lights in the community centre car park, they keep tripping. An engineer has been called out to fix them but he's struggling to find what's causing the problem. The Clerk confirmed that she's shared this information on the Parish Council website and Facebook pages.
- The Clerk attended the working with developers' session that NCALC ran on 20<sup>th</sup> January, it was a session for NCALC to gage how clerks find the planning process and engaging with developers. The consensus was that clerks are frustrated with the planning department at WNC and the S106 agreements. NCALC are hoping to hold further sessions.

**WPC/25/08 Finance & Administration**

**a. To approve the payments made between 6<sup>th</sup> December 2024 – 14<sup>th</sup> January 2025**

**RESOLVED:** To approve the payments made between 6<sup>th</sup> December and 14<sup>th</sup> January.

**b. To receive the bank balances for the end of December 2024**

- Unity Trust Bank - £107,367.88
- Nationwide - £115,523.83

**c. To receive the budget vs actuals report**

Members received the report and there were no questions.

**WPC/25/09 Resolve to receive and note the minutes and contractual agreements policy from the Finance and Community Centre Committee meeting held on 13<sup>th</sup> January 2025**

**RESOLVED:** The minutes and contractual agreements policy were received and noted. The Chairman thanked Cllr Callan for putting the policy together.

**WPC/25/10 Budget and Precept 2025/2026**

**a. Resolve to approve the budget for 2025/2026**

**RESOLVED:** To approve the budget of £858,655.00 for 2025/2026.

**b. Resolve to set the precept for 2025/2026**

**RESOLVED:** To set the precept of £438,848.00 for 2025/2026.

**WPC/25/11 Resolve to adopt the CCTV policy**

**RESOLVED:** To adopt the CCTV policy.

**WPC/25/12 Resolve to accept the quotation to cut back the recreational ground perimeter vegetation**

**RESOLVED:** To accept the quotation to cut back the recreational ground, providing the price includes the cuttings being taken away. If this is not the case the clerk will bring the resolution back to the next ordinary meeting of the parish council on 17<sup>th</sup> February.

**Action:** Clerk

**WPC/25/13 Pocket Park**

**a. Resolve to accept the finance and community centre committee's recommendation to install two soakaways.**

**RESOLVED:** To accept the cost of £800 to install two soakaways when the weather improves.

**b. Resolve to purchase and install cycle and pedestrian route signs at the pocket park either side of Curtlee Hill.**

**RESOLVED:** To purchase and install cycle and pedestrian route signs.

**WPC/25/14 Resolve to change and choose a new name for the Wootton Mag**

**RESOLVED:** To change the name of the Wootton Mag to Wootton Matters from the July issue.

**WPC/25/15 Resolve to investigate resurfacing the path around the memorial**

**RESOLVED:** To investigate resurfacing the path and bring findings back to the parish council.

**Action:** Cllr Bilson and Cllr Harrison

**WPC/25/16 Resolve to accept the documents relating to the 1997 S106 land transfer from David Wilson Homes and to agree to the proposed changes**

**RESOLVED:** To accept the documents and proposed changes relating to the transfer of land from David Wilson Homes.

**WPC/25/17 Resolve to set a date for a welcome event for St George's fields with a budget of £250 maximum**

**RESOLVED:** The council set the date of Saturday 15<sup>th</sup> March from 12.30-2.30pm to hold an event for St George's Fields to welcome them to parish. The Chairman asked councillors to attend and help at the event.

**WPC/25/18 Resolve whether to take part in Covid 19 Day of Reflection on Sunday 9<sup>th</sup> March**

**RESOLVED:** Not to take part in Covid 19 Day of Reflection on Sunday 9<sup>th</sup> March.

**WCP/25/19 Resolve to plant trees on the parameter of the rec and on the green area on Farm Close Road**

**RESOLVED:** Not to plant trees on the rec. Pending further information (costings, grants etc) from Cllr Bilson the council agreed that trees could be planted on the green in Farm Close Road. The resolution will be included on the agenda for the next parish council meeting.

**Action:** Cllr Bilson

**WPC/25/20 Resolved to accept the quote from Ashby Computers to renew the Microsoft 365 subscriptions**

**RESOLVED:** To accept the quotation, the Clerk will query whether all subscriptions are needed and will purchase accordingly.

**WPC/25/21 Resolve to agree to bury a time capsule at Simpson Manor Memorial Garden to coincide with the Wootton Corps' birthday celebrations in October 2025**

**RESOLVED:** To bury a time capsule at Simpson Manor Memorial Garden. The Parish Council will reach out to schools and will include an article asking residents for items to be included in the time capsule in July's parish mag.

**WPC/25/22 Planning**

**To consider and determine the council's response to the following planning application:**

**a. 2024/5625/FULL – 1 Church View, NN4 7LG – Erection of Garden Store and new access**

**RESOLVED:** No objections.

**b. 2023/5978/EIA – Land South and East of Grange Park, NN7 2EE – Outline application for up to 850 dwellings including 35% affordable, a new local centre, land for a new 2FE primary school, open space including an extension to the adjacent country park, community allotments, landscape buffers, enhanced off-site pedestrian and cycle links, and associated off-site highways works, with all matters reserved other than site access**

**RESOLVED:** To object to this planning application and support Quinton and Grange Park Parish Council's objections.

**Action:** The clerk with assistance from Cllr Servent will write a letter of objection.

**WPC/25/23 To receive a report from Councillors attending meetings**

- Cllr Callan attended empowering young councillors of tomorrow webinar through NALC. The consensus was that it's a lot of work to have a youth council, and then the young people leave to go off to university and do not return.
- Cllr Ghavami attended CIL and S106 training from NCALC he found it very useful.

**WPC/25/24 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 8.34pm, the closed confidential session then re-opened.

**WPC/25/25 Resolve to agree the start date for the new Bar Manger**

**RESOLVED:** For the new Bar Manager to start after the Easter Holidays.

**WPC/25/26 Close**

The meeting closed at 8.35pm

**Date of the next Parish Council Meeting: 17<sup>th</sup> February 2025**

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Wootton Parish Council**  
**Bill Payment List**  
December 6, 2024-January 14, 2025

<b>Date</b>	<b>No.</b>	<b>Supplier</b>	<b>Amount</b>
15/12/2024	DDR	Kingfisher Office Services LLP	-56.82
20/12/2024	DDR	BOC	-133.71
14/01/2025	DDR	Kingfisher Office Services LLP	-23.64
18/12/2024	online	ESPO Energy Gas	-854.60
06/12/2024	DDR	LWC NORTHAMPTON	-1,040.79
28/12/2024	DDR	Veolia	-338.02
09/01/2025	DDR	Eposnow	-102.00
18/12/2024	Online	TotalEnergies	-2,912.31
18/12/2024	online	Tina Charteress	-500.00
18/12/2024	online	Inflatable Theatre Company	-160.00
20/12/2024	DDR	LWC NORTHAMPTON	-403.21
27/12/2024	DDR	LWC NORTHAMPTON	-317.06
01/01/2025	DDR	West Northants Council (Business Rates)	-79.00
12/12/2024	DDR	Lloyds Bank Card	-432.32
20/12/2024	online	Weedwise Ltd	-2,670.50
20/12/2024	online	Weedwise Ltd	-3,258.00
20/12/2024	DDR	Barton Telecom Services	-104.92
20/12/2024	online	ESPO	-191.46
20/12/2024	online	Ashby Computer Services LLP	-108.00
10/01/2025	online	HMRC	-3,691.42
10/01/2025	online	LGPS	-3,035.20
01/01/2025	DDR	02	-14.27
18/12/2024	DDR	Booker Ltd	-168.65
18/12/2024	DDR	Booker Ltd	-28.99
20/12/2024	STO	Personnel Advice & Solutions	-120.00
02/01/2025	Online	Aura Commercial Cleaning Services	-1,528.80
02/01/2025	online	Webb House	-102.00
02/01/2025	online	Business Stream (Scottish Water Co)	-827.34
13/12/2024	Cheque	Royal British Legion	-150.00
17/12/2024	DDR	Global Payments	-638.34
10/12/2024	DDR	Eposnow	-102.00
01/01/2025	DDR	GRENKE Leasing Limited (Photocopier)	-150.12

07/01/2025	online	Ashby Computer Services LLP	-243.60
14/01/2025	DDR	Global Payments	-360.00
07/01/2025	online	Edge IT Systems LTD	-565.20
07/01/2025	online	Marcus Young Landscapes Ltd	-4,905.60
14/01/2025	Online	Trade UK Account Card	-84.01
14/01/2025	online	Trade UK Account Card	-63.94
14/01/2025	online	Trade UK Account Card	-42.00
14/01/2025	online	Wilby Tree Surgeons	-72.00
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			<b>-£30,579.84</b>
		Salaries	<hr/>
			<b>£12,684.33</b>