

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 17th February 2024** commencing at **6.30pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

Issued by:

Date: 11th February 2025



Agenda

WPC/25/27 To receive apologies

WPC/25/28 To receive and approve for signature the minutes of the meeting held on 20th January 2025

WPC/25/29 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).

WPC/25/30 To receive requests for dispensation

(Requests for dispensation must be made to the Proper Officer in writing).

WPC/25/31 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).

WPC/25/32 To receive the Chairman's Report

WPC/25/33 To receive the Clerk's Report

WPC/25/34 Finance & Administration

- a. To approve the payments made between 15th January – 11th February 2025
- b. To receive the bank balances for the end of January 2025
- c. To receive the budget vs actuals report
- d. To receive the internal controls councillor report for Q3
- e. Resolve to renew Northants ACRE membership at a cost of £35 ex VAT

WPC/25/35 Events

- a. Resolve to include a save the bees activity as part of our spring fayre
- b. Resolve to accept the quote to hire a trailer stage for VE Day
- c. Resolve to accept the quote for the Halloween Discos
- d. Resolve to accept the quote for the fireworks
- e. Resolve to book a pantomime for 20th/21st December

- WPC/25/36** Resolve to sign up to the Civility and Respect Pledge
- WPC/25/37** Resolve to consider and respond to the government's consultation on strengthening the standards and conduct framework for local authorities in England
- WPC/25/38** Resolve to carry out Enhance DBS checks for all staff and councillors
- WPC/25/39** Resolve to review the current usage of the kitchen facilities, including an assessment of all existing cooking equipment, to explore options for optimising the space.
- WPC/25/40** Resolve to join the Parish Path Warden Scheme and appoint a Parish Path Warden
- WPC/25/41** Risk assessments
- a. Resolve to adopt the Health and Safety Risk Assessment
 - b. Resolve to adopt the Financial Risk Assessment
- WPC/25/42** Resolve to accept the quote for filling and regrading the footpath that joins the new bridge in the Spinney
- WPC/25/43** Resolve to turn the spinney into a Fairy Wood and run fairy and bug hotel making craft workshops in conjunction with the library
- WPC/25/44** Resolve whether to purchase new plants for the parish planters or instead hold a community planter competition
- WCP/25/45** Resolve to change the Parish Council Logo and mission statement
- WPC/25/46** Resolve to purchase a new welcome desk for the library
- WPC/22/47** Resolve to purchase a time capsule and agree burial position at Simpson Manor Memorial Garden
- WPC/25/48** Resolve to respond to One West Northamptonshire Plan consultation
- WPC/25/49** Planning
To consider and determine the council's response to the following planning application:
- a. 2025/0192/FULL – 9 Nettle Gap Close, NN4 6AH – Conversion of garage into living space and front bay extension with internal alterations
- WPC/25/50** To receive a report from Councillors attending meetings
- WPC/25/51** Resolve to exclude the press and public due to the confidential nature of the business to be transacted
- WPC/25/52** Staff Matters
- WPC/25/53** Close

Date of the next Parish Council Meeting: 17th March 2025
Date of Wootton Community Meeting: 19th March 2025