

WARMINGTON PARISH COUNCIL

Minutes of the meeting of Warmington Parish Council meeting

14th October 2021 Warmington Village Hall 7pm

1848. Attendance and Apologies

PRESENT: Cllr Richard Bream, Cllr Karen Denny, Cllr Christine Litawski, Cllr Debbi Scotting (chairman), Cllr David Short and Cllr David Strafford. Officer present: The clerk and Steve Cheeseman as Warmington 2031 WNPⁱ consultant advisor and project manager of the Greenway. Apologies due to prior family commitment received from Kevin Overton. It was **RESOLVED** to accept these apologies. Apologies for non-attendance received from Philip Douglas

1849. Declarations of interests:

There were none

1850. Minutes of the meeting held on 9th June 2022

It was **RESOLVED** to approve the minutes of the previous meeting. The clerk had sent out two sets in quick succession and it was the second set that was to be taken as the approved set. The erroneous set was removed from the website and noticeboard.

1851. Questions and statements from members of the public: There were none.

1852. Licence, Development and Planning Matters:

- a) Elton Quarry: Update on various planning matters had been received from the planning authority, circulated in advance of the meeting and taken as read:
 - Noise monitoring
 - Landscaping – reserved matters
 - Bat and bird boxes
 - External lighting
 - Right of way diversion: The situation with regard to the diversion of the Right of Way PD3 (RoW3) is not clear cut at the present time. The recent ‘reserved matters’ submission by the developer suggests that the diversion of the RoW3 will cease and the current route of RoW3 reinstated when the restoration of the plant site is completed. The council disagrees with this and, via the project manager of the greenway and LLG member, has made representation to the planning authority that the discharge only be permitted in accordance with the permitted planning application details.
- b) NE/22/00772/FUL | Rear single storey rear extension; New bathroom dormer extension to rear roof; Larger dormer to the front; and New front porch | 21 Broadgate Way Warmington. It was **RESOLVED** that the council has no objections or further comment to make.
- c) Cabin planning permission update: The clerk has submitted a formal pre-application advice request, received acknowledgement, and advised that a response will follow.

1853. Clerks report and update of ongoing projects:

Council capacity and clerk’s leave have led to the tracker not being completely up to date but would be updated imminently.

1854. Chairmans report

The chairman explained that the setting up of a completely new accounts system accommodating a tremendous number of exceptional purchases to facilities community events had increased the council’s workload. A governance meeting has been requested for 29th July at which the council can ‘drill down’ on accounts matters and have a look at the first draft of the specification for the tender document for verge and amenity works, which will go before full council in September.

It was agreed that there should be a moratorium in setting up new projects until some of the council’s existing commitments can be signed off as completed to allow for the demands of the council’s workload to be within its capacity to function accurately and efficiently.

1855. Governance:

- a) The website preparation is in progress, but the working party has been a little disappointed by the length of time the matter is taking. A working party meeting will be taking place in the village hall on Friday 22nd July at 10am.
- b) Approval of the re-formatted accounts and budget reporting format, quarterly accounts to 30th June 2022, noting bank balances and details of variations of actual spend against budget and consider approval of recommended virements would be dealt with at the meeting of 29th July.

1856. Community / Amenity Matters:

- a) GYM signage – It was **RESOLVED** to proceed with a single sided generic notice as supplied by the makers. The usage instructions for the equipment is on each individual piece.
- b) The quote for repairs to bus shelter on A605 by the company who installed it was considered too expensive. It was agreed that councillors would undertake repairs as volunteers. The clerk reiterated the insurance company's previous advice about work on a 60mph road and recommendations regarding suitable high visibility clothing. Prices for suitable polycarbonate sheets would be sought by the volunteer councillors and source advised to the clerk for procurement.
- c) There was a wide ranging discussions regarding internal refurbishments at the cabin at recreation ground to facilitate wider community use for Warmington residents, plus include erection of an additional open sided pavilion/gazebo/pagoda type structure, separate to but possibly adjoined to the cabin. There is a probable necessity for the relocation of play equipment and re-purposing part of the wider area.
A working party will meet on August 17th at 10am to brainstorm ideas.
- d) Recreation ground – It was agreed that the previously approved licence can be used for private use events going forward, with a clause prohibiting fires included. It was agreed that events at the recreation ground would be on a first come first served basis.
- a) The draft tender for ground works and maintenance of urban verges, parish council land, and amenity areas would be signed off at the meeting in September, after initial scrutiny at a governance meeting on July 29th.
- b) The annual RoSPA safety inspection reports for the play area and recreation ground had been circulated on receipt and taken as read. It was agreed that the zip wire should undergo a more in depth inspection and be tightened.
- c) Painting of fences to date was discussed in depth. Members were reminded that no decisions must be taken outside of a council meeting, unless by an officer and that a clear record of all works should be recorded. The areas where the works carried out is deemed to be of inadequate quality will be revisited.
- d) It was **RESOLVED** to approve of painting of village assets and to approve further expenditure.

1857. Community Matters

- a) Community transport update. It has not been possible to identify a means of transporting residents by bus from the village to Oundle on market days. The matter will be revisited in September and in the meantime, should enquires be received, the council will direct these to Oundle Voluntary Services.
- b) It was agreed that the council will host a Christmas party prior to Church carol service in December and will advertise it in the September newsletter.
- c) The AED training from Oundle first responders has been booked for the evening of 12th October 2022 in Warmington village hall,

1858. Land Management Matters

- a) Proposed fireworks surplus income good causes allocation(s) were Warmington School and Christmas meal; consider approval. It was **RESOLVED** that the parish council would procure all of the ingredients and sundries for the Christmas meal for the retired people of the village and that it would make a donation via the school website facility.
- b) Bonfire night arrangements for 2022 would be completely re-evaluated to ensure that the event passes off in accordance with the requirements of the council's insurance and the landowner's licence conditions. The clerk has identified a cost-effective online ticket sale solution. There was a discussion to reinforce that the event is a village celebration at which good causes can raise money for their charity / community cause – the event itself is not primarily a money-making enterprise. The surplus from the event is a fortuitous outcome, but public safety and adherence to governance procedures are of paramount importance. A robust risk assessment will be required before licences are finalised. Arrangements for 2023 onwards would be re-visited in the autumn.

1859. Correspondence:

- a) A communication has been received regarding the oak tree in the churchyard – the clerk was instructed to contact an arboriculturist as recommended by North Northamptonshire Council tree officer.
- b) A communication had been received regarding trees on the green at Dexter Way – this would be addressed as part of the upcoming land management and highway verges tender process.

1860. Accounts matters:

a) It was **RESOLVED** to approve the following payments:

Goods/Service	Payee	Nett	Gross	Power
PAYE	HMRC		1,008.55	LGA ⁱⁱ S112
Legal fees (July 2021)	Vincent sykes	592.50	711.00	LGA ⁱⁱ S112
Inner tube	Amazon	8.29	9.95	PHA ⁱⁱⁱ S164
Oil	Amazon	6.25	7.50	PHA ⁱⁱⁱ S164
rose garden - May	hugh gardens		66.00	LGA ⁱⁱ S215
Rospa inspections	Rospa Playsafety	164.50	197.40	PHA ⁱⁱⁱ S164
Interim legal fees	Surrey Hills	165.00	198.00	LGA ⁱⁱ S112
rose garden - June	hugh gardens		107.00	LGA ⁱⁱ S215
Training invoice	NorthantsCALC	76.00	91.20	LGA ⁱⁱ S111
Membership and IAS	NorthantsCALC	806.60	880.60	LGA ⁱⁱ S111
Bosworth Close first cut	CGM	1,113.00	1,335.60	PHA ⁱⁱⁱ S164
Community amenity	CGM	39.80	47.76	PHA ⁱⁱⁱ S164
Jubilee cut	CGM	73.10	87.72	PHA ⁱⁱⁱ S164
Highways and amenity cuts	cgm	664.37	797.25	PHA ⁱⁱⁱ S164
Paid under delegation				
Cabin Cleaning	Danielle Hurcombe		175.00	PHA ⁱⁱⁱ S164
VAT only	A&MT (Nene Pastures f'path)		1,516.00	HA ^{iv} S43
5aside paint	Amazon	15.35	18.42	PHA ⁱⁱⁱ S164
Jubilee crown	Amazon	9.98	11.98	LGA ⁱⁱ S145
string	Amazon	3.82	4.59	LGA ⁱⁱ S111
Jubilee decorations	Amazon	21.64	25.98	LGA ⁱⁱ S145
jubilee sundries	Amazon	4.41	5.29	LGA ⁱⁱ S145
churtyard wall works	Carl Willis		750.00	LGA ⁱⁱ S215
churtyard wall works	Carl Willis		630.00	LGA ⁱⁱ S215
Paid under delegation by card				
Webhosting	Ionos	5.00	6.00	LGA ⁱⁱ S142
PAID by DD / SO				
Wages and pensions			1,477.15	LGA ⁱⁱ S112 & pension act
Streetlighting electric	SSE	166.83	175.16	PC ^v act & HA
Cemetery rates			22.00	LGA ⁱⁱ S214

1861. Matters for future meetings:

In accordance with bit.ly/WPC_SO Standing Order 9 Requested items to be notified to the clerk 14 working days in advance of the meeting, on [this form](#) if it is a member's proposed motion.

Date of next meeting: 8th September 2022 Date of future meetings available online: [COUNCIL MEETING DATES](#)

1862. Consider draft housing requirements survey results and potential next steps.

Following an in-depth discussion and consideration of the history that brought about the housing survey by Northamptonshire Rural Housing Association, it was agreed that members would fully familiarise themselves with the contents of the survey so that the matter can be addressed in the autumn. It was agreed that Longhurst Housing should avail themselves of data to support requirements for local housing needs, as the council's/NRHA survey is not robust for challenge by anyone opposed to development. The almshouse trust members will receive a copy of the survey.

The chairman declared the meeting closed at 21.54

DATE OF NEXT MEETING: TBC		
Approved: Signature of chairman		Date

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- ⁱ WNP = [Warmington Neighbourhood Plan](#)
 - ⁱⁱ LGA = [Local Government Act](#)
 - ⁱⁱⁱ [Public Health Act 1875](#)
 - ^{iv} HA = [Highways act 1980](#)
 - ^v PC = [Parish Councils Act 1957](#) s3 / [Highways Act 1980](#) s301