

WARMINGTON PARISH COUNCIL

Minutes of the meeting of Warmington Parish Council meeting

9th December 2021 Warmington Village Hall 7pm

1748. ATTENDANCE AND APOLOGIES

PRESENT: Cllr Richard Bream, Cllr Karen Denny, Cllr Philip Douglas, Cllr Christine Litawski, Cllr Kevin Overton, Cllr Debbi Scotting (chairman), Cllr David Short, and Cllr David Strafford. Officer present: The clerk.

The three 3 members of the public and NNCⁱ Thrapston ward were unable to attend due to a clash of meetings with the Unitary authority meeting taking place concurrently.

1749. DECLARATIONS OF INTERESTS:

There were none.

1750. MINUTES OF THE MEETING HELD ON 11TH NOVEMBER 2021

It was **RESOLVED** to approve the minutes of the previous meeting

1751. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:

There were none.

1752. LICENCE, DEVELOPMENT AND PLANNING MATTERS:

There was a brief update on the situation regarding the proposals for warehousing either end of the A605 as previously discussed. 'STAUNCH' at the Titchmarsh/Thrapston location have a very strong campaign in progress. Few potential invitees had responded to the doodle availability poll to ascertain how to take forward discussions with other parish councils along the corridor, so that initiative has stalled.

1753. CLERKS REPORT AND UPDATE OF ONGOING PROJECTS

The up -to-date project tracker, circulated with the agenda, was taken as read. There were no matters arising for clarification.

1754. CHAIRMAN'S NOTICES

The chairman advised that the newsletter has been received well by residents and both the online comments section and the comments box are being used.

Extraction has started at the gravel site; the bird hide is in place and the new gateways are in situ too.

The clerk will ascertain that the archaeological and ecological terms of the relevant planning permissions have been discharged and what the situation is regarding the section 106 community contribution money.

There has been mention of gravel haulage trucks in the village – evidence of any speeding or verge incursion or pavement incursion must be reported to the parish council to record as facts and evidence.

1755. GOVERNANCE MATTERS:

a) A draft recommended budget detailing budgeted income and expenditure requirements, prepared by a council task and finish group of three members and the RFO had been circulated in advance of the meeting. It was unanimously **RESOLVED** to approve the overarching budget, although some individual cost point figures require further refining.

b) It was **RESOLVED** that the precept requirement for 2022/23 financial year would remain the same as the current year with a 0% increase.

c) It was **RESOLVED** to delegate the fixing of forward electricity contract prices for streetlighting from March 2022 when the current contract comes to an end going forward to the clerk.

d) It was **RESOLVED** to appoint a Cllr Kevin Overton to act as financial scrutiny and internal control role to liaise with the RFO over accounts, transparency and financial matters. He will have access to the Unity Trust online portal, in a view only capacity.

It was **RESOLVED** to appoint Cllr Christine Litawski as an additional signatory to the account.

e) A model risk assessment that accords with the example supplied by the council's insurance broker had been circulated in advance of the meeting and approved for use going forward. The clerk will also prepare a 'lighter touch' risk assessment based on the HSE model. All areas for which the council has occupiers' liability, and each activity / undertaking will be subject to a risk assessment going forward. It was emphasised that all of the risks and required mitigating actions (detailed in the risk assessment) must be shared with and, to the best of the council's ability, understood by, the people actually undertaking the actions described in the risk assessment.

- f) The risk assessment for Orchard Pocket Park was approved, with the possible addition of volunteers' own tools being added.
- g) A schedule of risk assessment inspections and consideration of who will carry out the risk assessments will be carried forward to a future meeting. The clerk will try to source a training opportunity to explain the risk assessment process, why the council needs it and how it is used to protect the council in the event of an insurance claim or accident.
- h) A vexatious complaints policy had been circulated in advance of the meeting, but was unfortunately based on the Welsh model and is not applicable to England (where the local government ombudsman does not cover parish councils). A policy would be considered going forward. The link to the council's extant complaints policy on the website has been updated.
- i) Any current requirement for additional policies for adoption in 2022 to be notified to the clerk by members.

1756. COMMUNITY / AMENITY MATTERS:

- a) Orchard Close bus shelter update: It was **RESOLVED** to proceed with the basic replacement bus shelter as quoted £3,525. It was agreed that existing shelter would be removed for no charge by volunteers.
- b) A605 northbound bus shelter: It was **RESOLVED** to proceed with a replacement bus shelter at no more than the cost of the one recently replaced. The removal of the existing shelter would have to be included in the cost.
- c) It was **RESOLVED** to purchase a market stand quality gazebo within a budget of £400 and a wrap for £120.
- d) It was agreed to proceed with the planned Christmas event at the village hall in a covid compliant way.
- e) The council's insurance brokers had provided organised litter pick and risk assessment guidance. The advice is "strongly advise against litter picking on roads with a speed limit exceeding 40mph. Work on such roads should only be undertaken by contractors who have received appropriate training and possess competency to do so." It was decided that any litter picking outside the urban area would not be council organised. The clerk advised that the council should retain ownership of the equipment and lend it out should it wish to. It was **RESOLVED** to purchase litter picking equipment. The Keep Britain Tidy 10 picker pack cost is £260.00.
- f) It was noted that a bookshelf and books had appeared in the phone box. The situation would be monitored.
- g) It was agreed to proceed with Warmington Matters reporting in A6 aluminium signs.
- h) Lighting at Nene Pastures footpath would be carried forward to a meeting at which all the options and the costs will be known. It has not yet been ascertained where the distribution network streetlight cabling may be underground.

1757. LAND MANAGEMENT MATTERS

- a) Pocket parks: All matters in hand. A noxious smell is apparent in the vicinity of the manhole cover on the site. The smell increases when the ground is worked or walked on. A notification has been lodged with Anglian Water, as one of the main sewers passes under the park.
- b) Ditch at the recreation ground: The clerk had issued three invitations to quote for work to clear the ditch of all the vegetation directly over-hanging and in the ditch including fallen branches and self-set trees, (but not higher overhanging tree branches) and to remove all of the vegetation off site, then to remove silt and pond weed from the ditch and leave on site. The initial ITQ was for the works to be carried out by hand, but amended to include removal of the fencing. In the absence of a benchmark, the quote received was deemed too high to continue at the time being. A discussion took place to consider the necessity to remove all foliage, as the water runs freely and there has been no indication of flooding. A consensus was not reached. It was agreed to enlist the input of local farmers and ask for quotes for the work to be undertaken and then re-assess the situation at the February meeting.
- c) Nothing has come to light from the latest monthly safety inspection of the recreation ground and play park. Cllr Richard Bream will ensure the clerk receives copies of the inspections by the last working day of each month. When capacity allows, the clerk will digitise the check list for autocompletion and saving online.
- d) Fireworks party: It was agreed that £500 of the surplus from the event in November would be earmarked to contribute to the parish council's costs in the churchyard as part of the church 'Kitchen and Khazi' project. A further £150 would be donated to MacMillan Nurses and £150 to Oundle First Responders.
- e) Waste from the barbecue at the recreation ground: The local authority is unable to add the disposal of the items to its usual round. Members will monitor the situation.

1758. HIGHWAYS MATTERS:

a) Speeding: The clerk will endeavour to complete the application for funding from the police commissioner's office. It was **RESOLVED** to purchase an Elolvis battery operated Speed Indicator Device which can be moved to the different entry points in the village. It is necessary for a post to be erected at each entrance. The land is highway land and subject to licenced permissions and competent, approved contractors. The parish council deemed the quotes for the installation of the necessary posts too high. The clerk is to obtain the specification of the necessary posts and invite quotes from approved highways contractors and bring back to the soonest meeting that these are available.

b) Parish Council grit bins. The clerk will be surveying the grit bins with a potential supplier. It was **RESOLVED** to proceed with ensuring the parish council grit bins are filled and 'winter ready'

1759. ACCOUNTS MATTERS:

It was **RESOLVED** to approve the accounts for payment. Payments would be raised at the start of the following week.

Goods/Service	Payee	Nett	Gross	Power
Wages and pensions			1,462.97	LGAii 112 & pensions act
Electricity consumption	SSE	79.37	83.33	Street Lighting ⁱⁱⁱ
Training	NCALC		87.40	LGA ⁱⁱ 111
Pocket Park sundries	Coles	9.12	10.94	PHA ^{Error! Bookmark not defined.} S
164				
Cleaning at cabin	D Hurcombe		120.00	LG(mp)iv S19
Newsletters	Easiprint		122.53	LGA ⁱⁱ S145
Rose Garden Oct	Hughgardens		30.00	LGA ⁱⁱ S215
Cabin water	Wave		40.02	LG(mp) ^{iv} S19
Allotment water	Wave		37.47	LGA ⁱⁱ 111
Zephyr flags	Flagpole maintenance	295.00	354.00	LGA ⁱⁱ 215
Groundsworks	CGM	68.00	81.60	PHA ^v S164
Electricity at cabin	D Hurcombe		32.51	LG(mp)vi S19
<u>Paid in Nov by CC</u>				
Coat	River Island		116.00	
Coat	Very		64.99	
Giftvoucher	Love2Shop		103.50	
Cable ties	Amazon	2.49	2.99	PHA ^{Error! Bookmark not defined.} S
164				
Cable ties	Amazon	5.74	6.89	PHA ^{Error! Bookmark not defined.} S
164				
Websites	1and1	18.00	21.60	LGA ⁱⁱ 111

1760. 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.

1761. DATE OF NEXT MEETING: 13TH JANUARY 2022

Date of future meetings available online: [Council meeting dates](#)

All monthly meetings will be full council meetings until decided otherwise. Should there be a need, meetings of the Land Management and/or Governance committee will take place in addition to monthly meetings.

1762. UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was **RESOLVED** to exclude members of the public present from the following agenda items as content could be prejudicial to the public interest.

1763. RECREATION GROUND

It was agreed that no member or officer has discussed the cancelling a match on the weekend of 13th November 2021 prior to the weekend in question. None of the councillors was responsible for sending a text regarding the state of the field nor were any officers or people acting in that capacity.

It was agreed that the council is to make these facts clear to any third parties wishing to enquire about such matters and make clear that the council is not responsible for white-lining/markings the pitch, so would not cancel because this had not been carried out.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 22.30

DATE OF NEXT MEETING: 13TH JANUARY 2022		
Approved: Signature of chairman		Date

ⁱ NNC = North Northamptonshire Council

ⁱⁱ LGA – [Local Government Act 1972](#)

ⁱⁱⁱ [Parish Councils Act 1957](#) s3 / [Highways Act 1980](#) s301

^{iv} LG(mp)= [Local Government \(miscellaneous Provisions\) Act 1976](#)

^v PHA= [Public Health Act 1875](#)

^{vi} LG(mp)= [Local Government \(miscellaneous Provisions\) Act 1976](#)