

## **WARMINGTON PARISH COUNCIL**

Minutes of the meeting of Warmington Parish Council meeting

11<sup>th</sup> November 2021 Warmington Village Hall 7pm

### **1732. ATTENDANCE AND APOLOGIES**

**PRESENT:** Cllr Richard Bream, Cllr Karen Denny, Cllr Christine Litawski, Cllr Kevin Overton, Cllr Debbi Scotting (chairman), and Cllr David Short. **Officer present:** The clerk. Apologies were received from Cllr David Strafford due to current covid situation - It was **RESOLVED** to approve these apologies. Apologies for none attendance received from Philip Douglas. Also present, 3 members of the public and NNC<sup>i</sup> Thrapston ward Cllr Wendy Brackenbury

### **1733. DECLARATIONS OF INTERESTS:**

- Kevin Overton declared a personal interest concerning football parking, as a resident of Nene Pastures
- Richard Bream declared DPI in Nene Pasture lighting

### **1734. MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> OCTOBER 2021**

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

### **1735. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:**

There were no comments from the public.

### **1736. LICENCE, DEVELOPMENT AND PLANNING MATTERS:**

The chairman reported on an open consultation hosted by Newlands Developments. There is a proposal to apply for planning permission to HDC<sup>ii</sup> a logistics / warehousing park along the A1. Northbound from junction 17 with the A605/A1139, to the Oundle Road junction at Chesterton. There is a speculative option to expand on the south side of the A605 at junction 17 (northbound/west side of A1)

In addition, the same development company will imminently be consulting on similar proposals for a site to the east of the Halden's parkway transport area off junction 13, north of the A14 at Titchmarsh. Access to the sites is directly from the A605 meaning every vehicle accessing or leaving any of the sites will use the A605

WPC has been working with Elton and Chesterton parishes and leading on measures to ensure that the villages close to the A605 corridor in the self-designated area of 'Rural North' (Oundle and Thrapston NNC<sup>i</sup> wards) representatives are kept apprised of the situation. An invitation to advise of availability to a meeting has been sent to a number of villages. The possibility of someone from the transport consultancy part of the development company was discussed, so that traffic modelling and data could be discussed. Councillors will be advised of when the meeting is so that Warmington can be represented.

Submission of the plans is expected around Christmas time and a 16-week consultation period is anticipated.

### **1737. CLERKS REPORT AND UPDATE OF ONGOING PROJECTS**

The up-to-date situation with on-going projects is detailed under Action Points in the online workbook tracking parish council activities. There was a discussion regarding uncollected rubble and grass clippings from the verge on Broadgate Way – this will be investigated by the clerk and chairman and appropriate action taken.

### **1738. CHAIRMAN'S NOTICES:**

The chairman reminded members of upcoming training opportunities, especially those relating to anti-bullying week and of their legal obligation to complete or update their register of interests. In the upcoming newsletter, there will be an update on current councillors, to include photographs – all councillors will provide the clerk with a photo.

### **1739. GOVERNANCE MATTERS**

- a) It was agreed that a task and finishing group would meet to consider the budgetary requirements for 2022/23. This will consist of the chairman and clerk, Christine Litawski, David Strafford and Kevin Overton. The group will meet in the next week or so to prepare a draft budget to go forward to the December parish council meeting for consideration.
- b) It was agreed that Christine Litawski and the chairman would be the members appointed for dealing with formal appraisal, disciplinary and grievance matters.
- c) The agreement for the licence for cutting between Nene Pastures and Buntings Lane will be carried forward to January. The clerk will clarify the discussions to date and supply a copy of the draft and plan.
- d) The matter of the lease for land at Nene Pastures open space parks and play area will carry forward so that the council can consider the alternatives to the current arrangement.
- e) The cemetery expansion project will proceed carefully so that the council can consider pertinent regulations and legislation in light of a current DEFRA consultation. The clerk will gather information concerning environmental issues that may be an issue at the proposed site.

#### **1740. COMMUNITY / AMENITY MATTERS:**

- a) The council was pleased with the signage for the Warmington Matters reporting system. A short sentence highlighting the additional phone box option as well as online and mobile phone method would be included. The quantity of signs would be decided according to cost. The matter would be decided at the December meeting.
- b) The bus shelter company who had replaced the bus shelter on the A605 had not been able to clean the shelter on the northbound side. There was a discussion regarding seating in the northbound shelter, now that the southbound shelter has seating. The possibility of the developers of the fuel station and restaurant/drive through facilities being willing to provide a bus shelter as a goodwill / PR gesture was suggested as a possibility. If not possible then options for a seat will be sought elsewhere. Clerk to explore and provide update with proposal to the December meeting.
- c) The correction works at the bus shelter on Orchard Close had not been carried out by the bus shelter company during their time in the village. Kevin Overton undertook to investigate the situation and provide some ideas of how it could be put right to the clerk who will provide update with proposal to the December meeting.
- d) There was a review of the previous meeting at which it was agreed to put No Parking notices over the 'Do not park on the pavement' notices and to explain to the football clubs that as all weekends to the end of the season are booked, no more bookings will be accepted. There had been no decision to put out parking cones. A discussion ensued, taking into account the net cost of the football facility and the public points of view put forward on social media, both opposing, and in favour of football continuing. The challenges presented by car use and parking were considered as part of the considerations. It was **RESOLVED** that the council is in favour of the football continuing. The clerk was instructed to write to the football teams again reiterating the necessity for cars to adhere to the highways code when parking and to explain that the situation was now being monitored and teams who do not comply will not have their licences renewed at the end of the season.
- e) The matter of yellow lines was discussed and would be followed up with the highway authority, to access feasibility should this be required later.
- f) The budget agreed at the last meeting was not sufficient to procure a liveried gazebo. The clerk will prepare cost comparisons for hire, plain gazebos to purchase and liveried gazebos and provide proposal to the December meeting.
- g) It was **RESOLVED** to turn down a request to site a charity clothes bin on parish council land as a suitable space is not available. Kevin Overton will remind the village hall committee that it has, reportedly, been approached by the charity.
- h) Kevin Overton had attended the Village Hall AGM as the parish council's representative and gave a short report. It was agreed that the council will host a community wide Christmas social event at the village hall on the afternoon of Sunday 19<sup>th</sup> December. The clerk and chairman will liaise regarding provisions.

#### **1741. LAND MANAGEMENT MATTERS:**

- a) Pocket park meeting minutes were taken as read. It was formally **RESOLVED** to procure a picnic bench for the pocket park along with two 'forest saver' benches for Church Street, towards the A605, and Hautboy Lane near the phone box.
- b) Nothing became evident during the monthly safety inspection of the recreation ground and play park other than some bolts that will be tightened at the recreation ground.
- c) Fireworks party: The money from the fireworks party was not yet banked – a decision regarding allocation of proceeds from the event would be made at a following meeting.

#### **1742. HIGHWAYS MATTERS:**

- a) Village gateways: It was **RESOLVED** to have double verge 'gateways' at each of the 3 entrances to the village. Those being Broadgate Way, Peterborough Road, and Church Street. The clerk will prepare an options paper based on gateways on the three main entrances to the village, on both sides of the road. This would be in liaison with the highways authority so that options would be in keeping with those permitted.

#### **1743. ACCOUNTS MATTERS:**

The clerk was very apologetic that the link on the agenda had been to October invoices rather than the list of payments for approval. 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	LG Aiii 112 & pensions act
Benches etc in July	Earth Anchors	1,459.00	1,750.80	PCA 1957iv S1
Petrol	David Strafford		48.56	LG Aiii 145
Audit	PKF Littlejohn	400.00	480.00	LG Aiii 111
Training	NCALC		152.00	LG Aiii 111
Bus shelter	MacemainAmstad	4,500.00	5,400.00	PCA 1957v S1
Lock at cabin	Trundle		97.00	LG(mp)vi S19

Hedge works	Nene valley trees	295.00	354.00	HA <sup>vii</sup> S96
Rose garden Sept	Hughgardens		70.00	LGA <sup>iii</sup> S215
Rose Garden Oct	Hughgardens		30.00	LGA <sup>iii</sup> S215
Cabin electricity	Eon NEXT		13.12	LG(mp) <sup>vi</sup> S19
Dexter Way green hedge	CGM	90.00	316.80	HA <sup>vii</sup> S96
Urban highways		174.00		HA <sup>vii</sup> LGA <sup>iii</sup> S136
Orchard zone D	CGM	500.00	1,065.60	PHA <sup>viii</sup> S164
Cemetery hedge trim		30.00		LGA <sup>iii</sup> S214
Broadgate way clearance		97.00		HA <sup>vii</sup> LGA <sup>iii</sup> S136
Buntings lane clearance		135.00		HA <sup>vii</sup> LGA <sup>iii</sup> S136
Amenity cuts		126.00		PHA <sup>viii</sup> S164
Flagpole clean and m'nance	Zephyr	295.00	354.00	LGA <sup>iii</sup> S215
Digital graphics design	13th Oak		60.00	LGA <sup>iii</sup> 111
Fireworks			1373.64	LGA <sup>iii</sup> 145
Paid in Oct by CC				
HDMI cable	Amazon	6.04	7.25	LGA <sup>iii</sup> 111
Printer ink	Amazon	24.77	29.72	LGA <sup>iii</sup> 111
Websites	1and1	18.00	21.60	LGA <sup>iii</sup> 111
HiViz	Amazon		14.89	LGA <sup>iii</sup> 145
Sharpie pen	Amazon		2.24	LGA <sup>iii</sup> 145
First aid kit	Amazon	16.66	19.99	LGA <sup>iii</sup> 111
Prime delivery	Amazon	40.00	48.00	LGA <sup>iii</sup> 111
Handstamp			14.85	LGA <sup>iii</sup> 145
Fireworks risk asses doc	HSE Docs		10.79	LGA <sup>iii</sup> 145

**1744. MATTERS FOR FUTURE MEETINGS:**

The chairman reiterated that new matters for an agenda are to be advised to the clerk 14 working days in advance. If the proposal is a completely new motion for consideration, the [form](#) on the website must be used as it will form the basis of the agenda paper.

**1745. DATE OF NEXT MEETING: 9TH DECEMBER 2021**

This part of the meeting closed at 9.05pm

**1746. 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.

**1747. INSURANCE ISSUES AND THE IMPORTANCE OF DUE DILIGENCE, COMMUNITY SAFETY AND RISK ASSESSMENT**

It was agreed that the council will reiterate its duty of care, HSE and H&S at work obligations and review a robust and incontrovertible risk assessment for each and every activity it undertakes. A reminder was reiterated that no councillor is lawfully able to carry out any activity without prior agreement from the council direct (in a duly convened meeting) or via delegation. It was further agreed that a statement would be made to the council's insurance company that "A spectator and her son were hit by a firework during an event on 5<sup>th</sup> November and damaged incurred to two coats and a bag. The items are being replaced"

**THE CHAIRMAN DECLARED THE MEETING CLOSED AT 21.55**

<b>DATE OF NEXT MEETING: TBC</b>		
<b>Approved: Signature of chairman</b>		<b>Date</b>

<sup>i</sup> NNC = North Northamptonshire Council

<sup>ii</sup> HDC = [Huntingdonshire District Council](#)

<sup>iii</sup> LGA – [Local Government Act 1972](#)

<sup>iv</sup> PCA= [Parish Councils Act 1957](#)

<sup>v</sup> PCA= [Parish Councils Act 1957](#)

<sup>vi</sup> LG(mp)= [Local Government \(miscellaneous Provisions\) Act 1976](#)

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- vii HA = [Highways Act 1980](#)
- viii PHA= [Public Health Act 1875](#)