

# WAPPENHAM PARISH COUNCIL

**Draft Minutes of the Ordinary Meeting of Wappenham Parish Council held on Wednesday 26<sup>th</sup> February 2020 in Wappenham Village Hall, Wappenham at 7.30 p.m.**

**Present:** Councillors Atkins, Featherstone, Robbins, Stewart, Wickham, Wilkinson  
**In attendance:** Liz Hart, Parish Clerk, one member of the public

		<b>Action</b>
2661	<b>Election of Chairman</b>  <b>RESOLVED</b> that Cllr Featherstone be elected as Chair for the duration of the meeting only.	
2662	<b>Apologies for Absence</b>  Apologies had been received from Cllr Thompson and were accepted by the Parish Council.	
2663	<b>Declarations of Interest</b>  None.	
2664	<b>Approval of minutes of the Ordinary meeting held on 8<sup>th</sup> January 2020</b>  <b>RESOLVED:</b> to approve the minutes. Cllr Featherstone duly signed the minutes.	
2665	<b>Matters Arising</b>  <b>2618 – fly-tipping</b> – this had been re-reported but needed further reporting.  <b>2656 – noted</b> that a representative of Brackley Community Hospital was booked to attend the Annual Assembly.  <b>2657 – noted</b> that no action had been proposed on the pothole at the bottom of School Lane and that the gully was blocked again, This required reporting.  <b>2657 – Slapton Turn – noted</b> that the flooding issue had been determined as due to current high ground water levels in the adjacent field. It was felt that these in turn could be due the Towcester flood barrier being in place. <b>Noted</b> that remedial work was scheduled but not deemed high priority by Highways. The Clerk would report the road closure signs as being in a dangerous position.  <b>2657 – Blackthorn plants on footpath.</b> Item carried forward.	<b>Clerk</b>
2666	<b>Finance</b> a) <b>Financial statement</b>  <b>RESOLVED:</b> to approve the statement overleaf.	<b>Clerk</b>  <b>Cllr Wickham</b>

<b>Cash and Investment Accounts</b>		
Current Account – Santander (10 <sup>th</sup> January)		2656.43
Deposit Account (NS&I) (Jan 2020)		1615.22
<b>Total</b>		<b>4271.65</b>

**b) To agree expenditure for payment**

**RESOLVED:** to approve the following expenditure.

Requests received	NET	VAT	TOTAL	Cheque number	Applicable Power	Resolved to approve? Y/N
Wages	510.51	0.00	510.51	22055	LGA 1972 s111	Y
Wappenham Village Hall	130.00	0.00	130.00	22056	LGA 1972 s111	Y

**c) To note payments received**

Details	Date and account credited	Amount
Interest	1 <sup>st</sup> January 2020 NS&I	12.82

**Noted.**

**d) To review system of internal control and effectiveness of internal audit**

The document as circulated by the Clerk was approved and signed off.

**e) Asset register review**

**RESOLVED:** to approve the register at £3672 as per Appendix A.

**2667 Annual Risk Assessment review**

**RESOLVED:** to re-adopt the document as circulated.

**Noted** that a PIR had been identified as necessary on the approach to the Village Hall.

**Agreed:** to check whether this has been requested/completed with the Village Hall Committee.

**Clerk**

**2668 To review the significant risks to achieving the council's objectives and the adequacy of the arrangements to manage those risks**

The Parish Council carefully considered the risks to achieving their objectives; measures taken to minimise significant risks were considered: published Standing Orders, Financial Regulations, Risk Assessment, reference to NorthantsCALC, Clerk's CiLCA qualification, Cllrs' training courses and seminars attended, Internal Control Councillor, the review of the Risk Management Policy.

**RESOLVED:** that the Council declare that to its current knowledge no significant risks exist.

2669	<b>Annual Review of Standing Orders</b>	
	<b>RESOLVED:</b> to re-adopt Standing Orders as circulated.	
2770	<b>Planning:</b>	
	<b>a) To note determined applications</b>	
	S/2019/2470/LDE - Poplars Farm Syresham Road Wappenham NN12 8SU - Certificate of Lawfulness for Lawful implementation of planning permission APP/Z2830/A/13/2202083 Ref S/2013/0010/FUL( Single Freestanding Wind Turbine, Hard Standing, Access Road, Sub Station and Trenching for Cable) by virtue of material operations carried out prior to 23 July 2017	
	<b>Noted</b> that this application had not been determined but instead withdrawn pending a new application relating to a material operation regarding the access having been widened.	
	<b>b) Planning applications – to consider applications received since the last meeting</b>	
	None received.	
2771	<b>To review the timetable for the elections process and consider actions required for the May 2020 election</b>	<b>Clerk</b>
	The Clerk would forward details to the Council.	
2772	<b>To consider parishioners' correspondence</b>	
	None received.	
2773	<b>General Correspondence Review</b>	
	Correspondence as listed in Appendix B was <b>noted</b> .	
	<b>RESOLVED</b> to organise a #GB Spring Clean 2020 in the village with the preliminary date of 28 <sup>th</sup> March pending confirmation from SNC of available equipment.	
	<b>Agreed</b> to publicise the event two weeks beforehand.	
2774	<b>To receive update on highways and footpaths issues</b>	
	<b>Noted</b> that the ditch requiring attention had been cleaned.	
	<b>Noted</b> that there was a tree across a footpath bridge.	
2775	<b>To consider action regarding the tree cage in the churchyard</b>	
	<b>Noted:</b> no current action but to remain as an agenda item.	
2776	<b>Dates of Future Meetings</b>	
	Wednesday 8 <sup>th</sup> April — 7:30pm - Ordinary Meeting	
	Wednesday 6 <sup>th</sup> May — 7:15pm for 7.30pm - Annual Assembly	
2777	<b>Councillors' Questions</b>	
	It was confirmed that a letter of thanks had been sent regarding a parishioner agreeing to install the noticeboard on his wall.	
	<b>The meeting closed at 20:38pm.</b>	

## Appendix A – Asset Register

Wappenham Parish Council - Asset Register - Year ending 31 March 2020										
Ref No.	Description	Location	Date acquired	Payment Ref.	Supplier	Asset Value (based on original purchase cost where known)	Insurance Value	Market Value	Title/Possession	Date disposed
AD001	Asus X555LA Laptop	Station House, Station Rd, Helmdon	22/01/2016	528	Ebuyer.com	£349.98	£349.98	£349.98	Clerk	-
SF001	VAS 300 71292 Serial no 7952	Wappenham Highway	29/06/2016	531	Thermotor Ltd	£2,160.00	£2,160.00	£2,160.00	Parish	-
SF002	Heated AED cabinet	Wappenham Baptist Chapel	21/02/2017	22011	SADS UK	£300.00	£300.00	£300.00	Parish	
SF003	Defibillator unit	Wappenham Baptist Chapel	21/02/2017	22012	Physio-Control Ltd	£650.00	£650.00	£650.00	Parish	
SF004	Electrical installation	Wappenham Baptist Chapel	05/04/2017	22013	VTK Management	£211.75	£211.75	£211.75	Parish	
Total Asset Value						£3,672				

Key										
BL	Buildings and monuments									
AD	Administration and business									
SF	Street Furniture									
PE	Park Equipment									
IN	Long term investments									
LD	Land holdings									

## Appendix B – Correspondence Received 28<sup>th</sup> November 2019 – 9<sup>th</sup> January – 25<sup>th</sup> February 2020

### **South Northamptonshire Council**

- Electronic Planning Consultations – training session and collection details – Friday 13<sup>th</sup> March at 10am
- SNC Parish Precept – confirmation of receipt
- Electoral Register Data
- South Northamptonshire Parish Forum Minutes - 29th January
- Future Northants Engine Room Member Tours – 28 February and 4 March
- Parish Activities Questionnaire
- Environmental Services - concerns at Waste on Farmland
- Information on Parish Elections - 7 May 2020
- South Northamptonshire Part 2 Local Plan Modifications Consultation

### **Northamptonshire County Council and Police**

- Newsletters from my county council
- Northamptonshire Highways - Weekly Schemes Works Programme For Councillors
- Helen Howard – regarding flooding at Slapton Turn and on the High Street, unauthorised works on highway
- Consultation on Children's Centre Targeted Support Services in Corby
- Carer's Services Questionnaire
- Public Byways SC14 & SC43 - Wappenham & RA24 – Abthorpe
- West Northamptonshire - Strategic Land Availability Assessment Methodology – Technical Consultation Document

### **NCALC**

- Friday mini eUpdates
- Update January/February 2020

- Councillors and clerks survey

## **Miscellaneous**

- Brackley Community Hospital – confirmation of attendance at annual parish meeting
- Keep Britain Tidy - Is Your Council Taking Part In #GB SpringClean 2020?
- CPRE - Lord Lieutenant of Northamptonshire David Laing Awards for Litter Heroes
- HMRC Confirmation of PAYE transmissions
- CPRE Northants April 2020 Planning Roadshow
- SNVB – newsletters, South Northants Community Minibus details
- NAYC Link - Youth Focus network lunch.
- Santander – January statement and changes to terms and conditions
- Tove Valley Broadband – confirmation that website will be set up
- Highways England Response - 11706977/21566332 - A43 Abthorpe Roundabout
- Parishioner communication – photos of flooded highway