

# WAPPENHAM PARISH COUNCIL

## Draft Minutes of the ordinary meeting of Wappenham Parish Council held on Wednesday 4<sup>th</sup> March 2015 at Wappenham Village Hall at 8:00pm

**Present:** Councillors Wickham, Supple, Featherstone, and Mordue

Parish Clerk: Liz Hart

		Action																								
1956	<b>Apologies</b>  Apologies had been accepted from Cllrs Warren (social commitment) and Wilson (work commitments); these were accepted by the Parish Council.																									
1957	<b>Declarations of Interest</b>  Cllr Featherstone declared an interest in item 1963b) as a neighbour to the development.																									
1958	<b>Approval of minutes of the Ordinary meeting held on 21st January and the Planning meetings held on 2nd and 18th February 2015</b>  It was resolved to approve all Minutes as detailed and they were signed by Cllr Wickham.																									
1959	<b>Matters arising</b>  None																									
1960	<b>To co-opt a new Councillor to fill the casual vacancy</b>  There being no one present who wished to put themselves forward, it was resolved to promote interest in the vacancy by general publicity prior to the election date.																									
1961	<b>Finance</b> <b>a) Financial statement</b> It was resolved to accept the following financial statement:																									
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**c) To consider the issue of speeding in the village and received information from the clerk regarding costs and other issues for possible purchase and installation of a speed radar**

Cllr Featherstone outlined a proposal to purchase a speed sign radar for the village to address the issue of speeding vehicles. It would be capable of being mounted in more than one position similar to the device in Abthorpe. He felt that money for the money could be obtained from SNC under the New Homes Bonus grants scheme and there were also some residual funds from the Parish Plan project which could possibly be put to a community project.

It was resolved that in principle the proposal was sound and that Cllr Featherstone would carry out additional research for full consideration at the next meeting.

**Cllr  
Featherstone/  
Clerk**

**d) To note application from the Village Hall Committee regarding the New Homes Bonus scheme**

It was noted that in the absence of any funds being available from the Parish Council budget, the Village Hall Committee was applying for a grant from SNC for tennis table storage.

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

The documentation as circulated was reviewed and adopted by the Council with an amendment in the right hand column heading for additional clarity.

**1962 Annual Documentation Review:**

**a) To review Financial Regulations**

After review it was resolved to re-adopt the regulations with no amendments.

**b) To review Standing Orders.**

After review it was resolved to re-adopt Standing Order with one amendment to bring it into line with the Financial Regulations as detailed in the header page.

**1963 Planning**

**a) To receive update from the Clerk on outstanding/resolved applications**

The Clerk updated the meeting regarding the Old Rectory application which was expected to be approved.

*Cllr Featherstone left the meeting.*

**b) To consider S/2015/0174/FUL – 12 Helmdon Road, Wappenham – two storey extension to rear of property and rooflight to existing roof**

After due consideration, it was resolved to support the application.

*Cllr Featherstone returned to the meeting.*

**1964 General Correspondence Review**

Correspondence as listed in Appendix A was noted.

The Clerk was asked to add an agenda item "Feedback from the Northants CALC course for New Councillors for the May meeting.

**Clerk**

**1965 To consider any submissions for the Enhancement Gang Programme**

The Clerk was asked to submit two requests:

	Path between Rectory Way and the Green Uneven footpath on the High Street outside No 1 Pittams Lane.	Clerk
1966	<b>Risk assessment - To review the significant risks to achieving the council's objectives and the adequacy of the arrangements to manage those risks</b>  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 NCALC, Clerk's CiLCA qualification, Cllrs' training courses and seminars attended, Internal Control Councillor, the review of Risk Management Policy. It was resolved that the Council declare that to its current knowledge no significant risks exist.	
1967	<b>To consider any actions necessary regarding the forthcoming elections</b>  The Clerk will forward all information to Cllr Wickham and Featherstone as she receives it.	Clerk
1968	<b>To receive update regarding the Village Hall</b>  It was noted that the next project to be undertaken is the refurbishment of the rose window.	
1969	<b>To receive update regarding the WRA and Recreation Ground Proposal</b>  No further update.	
1970	<b>To consider Footpaths issues and receive update regarding the proposed notice board for displaying the footpaths map</b>  It was noted that the article in the newsletter regarding footpaths and horse riders/dog mess had highlighted important issues but that there continued to be a problem on many footpaths with dog excrement.  Cllr Featherstone would ask for an update regarding the refurbishment of the noticeboard for a map.	Cllr Featherstone
1971	<b>To consider arrangements for the Annual Assembly</b>  <i>Cllr Mordue left the meeting.</i>  Cllr Featherstone would send Cllr Wickham the contact list so that she could invite the village groups and request a report be submitted. Cllr Featherstone would also forward a flyer to Cllr Wickham to be updated and would then print off the new version for distribution when ready.	Cllr Featherstone
1972	<b>Dates of Future Meetings to include Annual Assembly and AGM</b>  Tuesday 14 <sup>th</sup> April – Ordinary Meeting – 8pm Tuesday 28th April - Annual Assembly 7.30 pm Tuesday 19th May - AGM and Ordinary Meeting 8.00pm	
1973	<b>AOB</b>  Cllr Wickham informed the meeting that the Clerk had agreed to ensure draft minutes were produced within two weeks of a meeting.  The issue of lighting at ECS was highlighted; the Clerk was asked to check with SNC the details of any planning conditions regarding lighting as the development.	Clerk

The meeting closed at 9:40pm.

## **Appendix A- Correspondence Received – 21<sup>st</sup> January – 4<sup>th</sup> March 2015**

### **South Northamptonshire Council**

- Weekly Planning Application listings
- Planning applications 12 Helmdon Road, 6 Greenside, The Old Rectory
- Electoral Register and Monthly Changes for February 2015
- Press releases: A great place to stay, Towcester apprenticeship fair, employment workshops, tourism app, conservation boundary at Newbottle, Passenham, council tax figures, fine issues over dumped waste, new community café, CIL update, schools food waste collections, elections
- Confirmation of receipt of Parish Precept request

### **Northamptonshire County Council**

- Policing Updates and ward newsletters
- TTRO(14/15) 599 - High Street, Wappenham – further information regarding road closure
- Highways' Newsletters
- Notice of Submission of the Community Infrastructure Levy Draft Charging Schedules
- Consultation details: Draft Information and Advice Strategy, Integrates Sexual Health Services, Biodiversity Supplementary Planning
- Superfast Broadband Newsletter
- Trading Standards Newsletter 8

### **NCALC**

- Further Salary Information 2014/15,
- Update Jan/Feb 2015, clerk vacancies
- Training course schedule and other events
- Internal auditor – introductory email
- Invoice for Off to a Flying Start Course
- E agenda consent form

### **Miscellaneous**

- Wappenham Village Hall – invoice
- HMRC – confirmation of online submissions for Real time PAYE
- CPRE – Litter Hero information
- ACRE – Best Village Competition entry forms
- NS&I statement
- SNVB – funding information