

MINUTES OF THE ANNUAL MEETING OF WHILTON PARISH COUNCIL

held on Zoom on Wednesday 19th May 2021 - 7:30pm

Attendance: Parish Councillors – A Gilbert, K Hiscock, M Hampson, J Hanslip, A Lee, J Melling, R Smith and S Porter (Clerk)

1. OPENING PROCEDURES

1.1 Election of Chairman & Acceptance of Office – It was proposed by A Lee, seconded by K Hiscock and all voted in favour that R Smith be elected as Chairman.

1.2 Election of Vice Chairman & Acceptance of Office – It was proposed by R Smith, seconded by K Hiscock and all voted in favour that J Melling be elected as Vice Chairman.

1.3 Acceptance of Apologies for Absence – Nil

1.4 Review of Standing Orders – All voted in favour to approve in the current form.

1.5 Review of Financial Regulations - All voted in favour to approve in the current form.

1.6 Review of PC Policies & Risk Assessment - All voted in favour to approve in the current form.

1.7 Review of Asset Register - All voted in favour to approve in the current form.

1.8 Review of Insurance Policy - All voted in favour following the recent review that the policy suits the needs of the parish.

1.9 Appointment of Parish Council Representatives to various roles/groups within the village
Village Hall – A Gilbert

Highways – J Hanslip

Allotments – A Lee

Defibrillators – J Melling

Parish Paths – Deferred – K Hiscock to speak with M Clements to see if he will consider continuing with the role.

The Spinney – K Hiscock

Police – M Hampson

Noticeboards – A Lee/J Melling

1.10 Appoint Internal Checker – M Hampson

2. DECLARATIONS OF INTERESTS – Nil

3. APPROVE MINUTES OF THE MEETING held on **Wednesday 10th March 2021** and **EXTRAORDINARY MEETING** held on **Monday 7th April 2021** – It was proposed by R Smith, seconded by J Melling that the minutes were an accurate record of the meetings and will be signed and dated by the Chairman.

4. MATTERS ARISING

4.1 Street Lighting Contract – Costs Review – Following a review by Clear Utility Solutions it was determined that the PC are on the best rate with current providers E-On, due to the low usage, the PC are on an emergency tariff with has a 0p standing charge per day.

4.2 Dog Fouling Issues – The problems continue around the village, with one main culprit identified. The Chairman will try and speak with the owner. The Buckby Lane problem has improved.

4.3 Whilton Mill – Planning Conditions/Noise Issues – There have been mixed comments received since the information was circulated on the e-mail list and on the social media pages in Long Buckby. DDC confirmed that they have not any records for over 30 years relating to the silencer checks. It is advised that any resident affected by the noise contact the Environmental Health Department direct with information. A Gilbert suggested that a meeting be arranged with the Whilton Mill management. A Lee agreed to attend also.

4.4 Allotment Hedge Maintenance – It was agreed that any hedge maintenance be delayed until after the bird nesting season ends.

4.5 Village Name Sign – The replacement sign was ordered in March and is expected to be installed within three months.

4.6 Brington Lane – The problem continues with the water running off the fields into Brington Lane, this was identified to Highways in November 2020 and they did agree to contact the landowner. The Clerk will chase an update.

4.7 Anglian Water Pumping Station – The repairs have still to be undertaken to the building. These have been allocated a job number by the Maintenance Team, and they are awaiting the go ahead from the Finance Department.

5. PUBLIC TIME – Nil

6. WEST NORTHAMPTONSHIRE UNITARY COUNCILLOR REPORT – No report received as councillors are yet to hold first meeting.

7. THE SPINNEY – Update

7.1 Trees – Tree Survey/Risk Assessment & Maintenance Quotes – The recent Tree Survey has been circulated to the councillors. There have been 11 trees identified as a medium priority and 3 which are low priority. K Hiscock will undertake to get three quotes for the works required. The disposal of the wood is also to be agreed within the quotes. A Gilbert expressed her thanks to the working parties in The Spinney with the excellent work that has been carried out.

It was agreed that the tree on The Green be risk assessed in the future, around winter 2021-22. There will also be a Consultant Safety Audit in The Spinney scheduled for every three years.

8. VILLAGE HALL – There is nothing to report at the moment, a meeting is due to be held towards the end of June,

9. BUSINESS

9.1 Approve Annual Governance Statement – 2020/2021 – It was proposed by R Smith, seconded by M Hampson that the Statement is approved. All voted in favour.

9.2 Approve Annual Accounts 2020/2021 – It was proposed by A Lee, seconded by R Smith that the Annual Accounts are approved. All voted in favour. The Certificate of Exemption to certify that during the financial year 2020/21 the higher of either the gross income or expenditure did not exceed £25,000 was approved and this form will be submitted to the External Auditor.

9.3 Village Parking – There have been concerns raised with regards to the parking on the corner at the bottom of the village. There are 5 vehicles which regularly obstruct the highway and these could cause issues for emergency vehicles and farm traffic. The Chairman will draft a letter for approval by the councillors before sending to the resident.

9.4 Clarification on items circulated on the e-mail distribution list – A Gilbert raised concerns that matters are being dealt with by an individual instead of the parish council as a whole body. The public should be alerted to items for discussion on the agenda, and informed of any decisions and action agreed at a meeting, with a chance to provide input in public time.

9.5 Farewell Letter from Johnnie Amos – Many thanks were given to Councillor Amos for all his hard work, assistance and dedication to the parish over the past few years.

10. FINANCE

10.1 Approve Income/Expenditure Update & Bank Reconciliation's from March & April 2021

– Proposed as approved by M Hampson, seconded by J Melling and all voted in favour.

10.2 Approve Accounts paid (March to May 2021):

It was proposed by J Hanslip that the following accounts are approved, seconded by R Smith and all voted in favour:

Online	S Porter	Clerk's Salary March 21	£ 266.48	LGA 1972 s112
		Clerk's Expenses March 21	£ 21.60	LGA 1972 s112
Online	Steer Printing	Newsletter Printing	£ 175.00	LGA1972 s142
Online	Road Signs Direct	Narrowing Road Signs x 2	£ 169.20	RTRA 1984 s72
Online	G Kenning	Seat Maintenance	£ 100.00	PCA1957 s1
Online	S Porter	Clerk's Salary April 21	£ 266.48	LGA 1972 s112
		Clerk's Expenses April 21	£ 21.60	LGA 1972 s112
Online	HMRC	PAYE 2020-21 Q4	£ 199.80	LGA 1972 s112
DD	Anglian Water	Allotments Jan-March 21	£ 46.63	SHHA 1908

10.3 Approve Accounts to be paid:

It was proposed by R Smith, seconded by J Melling and all voted in favour to pay the following accounts:

NCALC	Membership/Internal Audit	£ 435.60	LGA 1972 s143
E-On	Street Lighting – Jan-March 2021	£ 169.20	PCA 1957 s3
Came & Co	Annual Insurance Renewal 2021-22	£ 635.47	LGA1972 s111
WNC	Replacement Village Name Sign	£ 210.00	LGA1972 s111
R Yates	Tree Risk Assessment – The Spinney	£ 450.00	LGA1972 s111

10.4 Payments Received (March to May 2021)

Nat West	Interest	£ 0.29
PCC	Church Clock – Donation	£ 550.00
WAG	Allotment Rents 2021	£ 150.00

Current Bank Balances (as of 30/04/2021):

Current Account	£ 114.13
Reserve Account	£17,277.21

11. PLANNING

PLANNING PERMISSIONS GRANTED

The Parish Council noted the following planning permissions granted:

DA/2021/0147 - Removal of existing decking and shed and construction of restaurant extension - **Whilton Locks Garden Centre, Whilton Locks**

DA/2021/0027 – Listed Building Consent for replacement of 7 single glazed windows with slim-line double glazed windows – **The Manor House, Manor Lane, Whilton**

Date of next Parish Council Meeting – Wednesday 14th July 2021 – 7:30pm

Date of Extraordinary Meeting – Tuesday 1st June 2021 – 6pm

Meeting Closed: 8:55pm