

**Minute 206**

**MINUTES OF THE ANNUAL MEETING OF WHILTON PARISH COUNCIL  
held in the Village Hall on Wednesday 11th May 2016 at 7:30pm**

**1. OPENING PROCEDURES**

Ken Bowers (outgoing Vice Chairman) opened the meeting.

In attendance: Parish Councillors - A Gilbert, J Hanslip, K Hiscock, J Melling, R Smith, M Thomas, Clerk – Sue Porter and 2 members of the public

**1.1** Election of Chairman & completion of Acceptance of Office – M Thomas proposed R Smith as Chairman, this was seconded by K Hiscock, and all voted in favour. R Smith signed his Declaration of Office as Chairman.

**1.2** Election of Vice Chairman & completion of Acceptance of Office – K Hiscock proposed J Melling as Vice Chairman, this was seconded by J Hanslip, and all voted in favour. J Melling signed her Declaration of Office as Vice Chairman.

**1.3** Acceptance of Apologies for Absence – A Lee (holiday)

**1.4** Review of Standing Orders – It was proposed by R Smith, seconded by M Thomas that these are adopted in their current form, and all voted in favour.

**1.5** Review of Financial Regulations – An update has been received from NCALC, and therefore these regulations will be reviewed at the next meeting.

**1.6** Review of Policy documents - It was proposed by R Smith, seconded by J Hanslip that these are adopted in their current form, and all voted in favour.

**1.7** Review of Assets Register It was proposed by J Melling, seconded by J Hanslip that this is correct, and all voted in favour.

**1.8** Appointment of Parish Council Representatives to various roles/groups

The Spinney – J Hanslip

Village Hall – R Smith

Allotments – A Lee

Highways – K Hiscock

Parish Paths/Trees – Maurice Clements

Capt. Reynolds Working Party – A Gilbert and M Thomas

**1.9** Appoint Finance/Internal Checker – M Thomas

**1.10** Review Banking Mandate – It was agreed that the signatories required be reduced from three to two, and the cheque signatories will be R Smith, J Hanslip, K Hiscock, J Melling, M Thomas and the Clerk

**2. DECLARATIONS OF INTERESTS – Personal or Prejudicial – None declared**

**3. APPROVE MINUTES OF THE MEETING HELD WEDNESDAY 9<sup>TH</sup> MARCH 2016 –** It was proposed by J Hanslip, as only remaining parish councillor, that these were a correct record, and with no previous councillor present to second, it was agreed by all that these be approved. The minutes were signed and dated by the Chairman.

**4. MATTERS ARISING**

**4.1 Liaise with Brington Parish Council re HGV's –** This will be discussed at the next meeting once the Brington PC meeting has taken place. The Brington Lane highway condition is damaged and a walk of the road with representatives from both Parish Councils and Ian Boyes, NCC Highways is needed to discuss possible solutions along with better road signs.

**4.2 Capt Reynolds Stone** – Update provided from K Hiscock to correct the information provided in the March minutes. The Parish Council have agreed to contribute £500 towards the event, and the Parish Council will write to confirm this, which will then enable the History Society to apply for funding. The Royal Scots Regiment may agree to pay for the stone surround this was discussed with Tom Fisher, their representative.

K Bowers has provided a quote for the construction of the memorial for Capt. Reynolds; this is priced for the sum of £1,368 plus VAT. The History Society will look to seek approval of this from the Regiment. The History Society are applying for grants from WW1 – Now and Then and Smaller Communities Grant (DDC). The Parish Council will be kept informed of all stages of planning the event. Invitations will be sent from the History Society, liaising with the Parish Council. It is hoped that a choir concert will be planned for the Friday evening along with a photographic exhibition. Grants are available to assist with putting on these events. On the event day, there is to be a procession, religious service, marquee and lunch provided.

K Hiscock advised that 2 more quotes are needed for the memorial stone.

**4.3 Whilton Locks Speed Limit** – The Clerk confirmed that NCC Highways are considering the request from the Parish Council to reduce the speed limit through Whilton Locks from 60mph to 30mph. This will be discussed at the next meeting of the Speed Limit Review Panel.

The Parish Council would also like to reduce the limit through Whilton village to 20mph, and this will be discussed at the next meeting following the meeting with Ian Boyes (NCC)

**5. PUBLIC TIME** – The information leaflet distributed by the new Parish Council has been well received throughout the village. R Smith confirmed that he will be a key holder for the Village Hall and be responsible for opening and closing the hall for meetings. Regular Police reports would be welcome, however PCSO Kev Thompson does e-mail if any crime occurs within the village.

## **6. COUNTY AND DISTRICT COUNCILLORS REPORTS**

County Councillor Steve Osborne sends his apologies.

District Councillor Johnnie Amos confirmed the following:

Adam Brown was elected last week, as the third district councillor for the Weedon ward. The other being David Smith. The Flore/Weedon by-pass construction is underway. A conversation was held with regards to the transfer of the allotment land to the Parish Council, this land is currently owned by DDC. Councillor Amos will make enquiries to enable this proposal to move forward.

## **7. BUSINESS**

**7.1 Approve Annual Governance Statement – 2015/2016** – It was proposed by R Smith, seconded by M Thomas and all voted in favour to approve the Annual Governance Statement for 2015-16.

**7.2 Approve Accounts 2015/2016** - It was proposed by R Smith, seconded by M Thomas and all voted in favour to approve the Annual Accounts for 2015-16.

**7.3 Additional E-Mail Address for Parish Councillors** – The cost for an additional e-mail address for the parish councillors would be £35.00 per annum, it was proposed by R Smith, seconded by J Hanslip, that the order is placed.

**7.4 Review of Parish Council Meeting Dates for 2016-17** – The meeting dates for the next few months will be arranged on a meeting-by-meeting basis. The next meeting date agreed was Wednesday 22<sup>nd</sup> June at 7:30pm.

**7.5 Arrange an in-house training session from NCALC – Danny Moody** – A 2 hour training course can be provided at the Village Hall from NCALC at a cost of £249. The agreed date was Tuesday 14<sup>th</sup> June at 7:30pm. The Clerk will check the availability of Danny Moody.

**7.6 Review Parish Council Insurance Cover with Aviva** – It was proposed by M Thomas, seconded by K Hiscock, and all voted in favour that the insurance cover provided was adequate and met the needs of the Parish Council, and it was noted that this is the 2<sup>nd</sup> year of a 3 year agreement with Aviva.

**7.7 Draft Lease for the Allotment Gardens** – The draft lease has been read through by the Parish Council; an increase in annual rent to £130 was noted. M Thomas proposed that the lease be approved, this was seconded by K Hiscock and all voted in favour. A Lee will review the status of the Allotment Gardens with the Land Registry and also investigate the land ownership transfer from DDC to the Parish Council.

## **8. FINANCE**

### **8.1 Approve Income/Expenditure Update & Bank Reconciliation's from March & April 2016**

It was proposed by R Smith, seconded by K Hiscock that the bank reconciliations are approved, all voted in favour.

### **8.2 Approve Accounts to be paid (April to May 2016):**

It was proposed by R Smith, seconded by J Melling that the following accounts be paid:

<b>Online</b>	<b>S Porter – Clerk's Salary March 16</b>	<b>£ 236.98</b>
<b>Online</b>	<b>S Porter – Clerk's Salary April 16</b>	<b>£ 237.18</b>
<b>Online</b>	<b>Anglian Water – Dec15 to March16 Allotments</b>	<b>£ 20.34</b>
<b>Chq No 963</b>	<b>NCALC – Annual Membership &amp; Internal Audit</b>	<b>£ 379.81</b>
<b>Chq No 964</b>	<b>E-On – Street Lighting Maintenance Jan-Mar16</b>	<b>£ 57.32</b>
<b>Chq No 965</b>	<b>E-On – Street Lighting April 2016</b>	<b>£ 95.99</b>
<b>Chq No 966</b>	<b>CPRE – Annual Membership 2016-17</b>	<b>£ 36.00</b>
<b>Chq No 967</b>	<b>Came &amp; Co – Aviva Insurance Renewal</b>	<b>£ 306.19</b>
<b>Chq No 968</b>	<b>Village History Society – Grant Funding</b>	<b>£ 500.00</b>

A Gilbert proposed that the street lighting maintenance contract with E-On is cancelled, should any light failures occur, these will be reported to Aylesbury Mains. Aylesbury Mains only charge when called out, so annual savings should be seen, this was seconded by R Smith and all voted in favour.

Emergency expenditure was agreed for the replacement of the lawnmower used by R Haynes in the churchyard. R Smith proposed that an allowance of £560 be given, this was seconded by J Hanslip and all voted in favour.

## **9. PLANNING**

**DA/2016/0415** - First floor rear extension and alterations to existing single storey rear extension - **Inglenook, Main Street, Whilton**

**No Objections**

### **Proposed Daventry North East Sustainable Urban Extension (West Northamptonshire Joint Core Strategy Policy D3) – Environmental Impact Assessment**

The following comments will be submitted by Whilton Parish Council:

- 1) Transport/highways - The impacts on communities such as Whilton will definitely contribute to road usage. Drivers will use Whilton as a cut-through – these rural roads have a history of accidents, as people will always try and use the quickest route, and not all will use the Flore/Weedon by-pass.
- 2) Ecological and Nature Conservation: What will the impact be on water quality? It is thought there used to be native crayfish downstream of the reservoir. An assessment needs to be produced of the impact on wildlife using the watercourses
- 3) Landscape – The site goes up to ridgeline and there will be significant visual impact from far afield. The 2km limit for the landscape and visual impact assessment is far too small as this development will be seen from West Haddon and Long Buckby etc.
- 4) Air quality – The impact of increased traffic through local communities will need to be properly assessed.
- 5) Noise - The impact of increased traffic through local communities will need to be properly assessed.

**PLANNING PERMISSION GRANTED**

The Parish Council noted the following planning permission:

**DA/2016/0116** – Extension to clubhouse and replacement race control building – **Whilton Mill, Norton Road, Whilton**

**Next Meeting – Wednesday 22<sup>nd</sup> June 7:30pm – Whilton Village Hall**

**Meeting Closed: 9:30pm**