

# WAPPENHAM PARISH COUNCIL

## Draft Minutes of the ordinary meeting of Wappenham Parish Council held on Wednesday 21<sup>st</sup> January 2015 at Wappenham Village Hall at 8:00pm

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

Parish Clerk: Liz Hart

**Action**

**1932 Apologies**

None

**1933 Declarations of Interest**

None.

**1934 Approval of minutes of Ordinary meeting held on 2<sup>nd</sup> December 2014**

It was resolved to approve the minutes of 2<sup>nd</sup> December 2014 with no amendments and they were signed by Cllr Wickham.

**1935 Matters arising**

1925 Wings for Life – Cllr Wickham had attended a meeting earlier in the meeting; she reported that changes had been made to the route used previously to minimise the impact on businesses and residents. It was noted that the public house at Weston had received compensation for lost business. Gary Thorp (Highways) had agreed that mistakes had been made with the road closures previously but lessons had been learned for the future.

**1936 To co-opt a new Councillor to fill the casual vacancy**

There being no one present who wished to put themselves forward, it was resolved to carry this item forward to the next meeting.

**Clerk**

**1937 Finance**

**a) Financial statement**

It was resolved to accept the following financial statement:

<b>Cash and Investment Accounts at 10<sup>th</sup> January</b>	
Current Account – Santander	1913.44
Deposit Account (NS&I)	1550.59
<b>Total</b>	<b>3464.03</b>

**b) To agree bills for payment**

It was resolved to agree payments as below:

<b>Bills received</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	<b>Cheque number</b>	<b>Power</b>
Northamptonshire CC	16.65	3.35	20.00	510	LGA 1972 s137

**c) To agree the budget for 2015/16**

It was resolved to set the budget at £2758.40 as detailed in Appendix A.

**d) To agree the precept for 2015/16**

It was resolved to set the precept at £ 2605 as detailed in Appendix A, noting that the new impact on properties should be a slight decrease year on year due the increase in the number of properties in the village.

**e) To note observations regarding the New Homes Bonus scheme**

It was noted that there was currently £3030.93 ring fenced at SNC.

**1938 Planning**

**a) To note the following application: S/2014/2477/PA Barn at Manor Farm Wappenham**

The application was noted.

**b)To receive update from the Clerk on outstanding applications**

The Clerk informed the meeting that an application regarding the Old Rectory had been received.

**1939 General Correspondence Review**

Correspondence as listed in Appendix B was noted.

TTRO(14/15) 599 - High Street, Wappenham – notice of road closure – it was commented that it appear this would be in effect from School Lane to Poplar Rise.

**1940 Risk assessment – annual review of risk assessment policy to include any observations resulting from “Managing Seasonal Issues” - Came & Company Local Council Insurance Brokers**

The policy as circulated was reviewed and it was resolved to re-adopt it.

**1941 To formally adopt grievance and disciplinary procedure for employees of the Council (as amended)**

It was resolved to adopt the policy as amended.

**1942 To consider any actions necessary regarding the forthcoming elections**

Cllrs Wickham and Featherstone would ensure that publicity was given to the election via WIZ at the appropriate time.

**1943 To receive update regarding the Village Hall**

Cllr Wickham would forward the most recent minutes to the Clerk for circulation.

**1944 To receive update regarding the WRA and Recreation Ground Proposal**

No further update.

**1945 To consider Footpaths issues and receive update regarding the proposed notice board for displaying the footpaths map**

It was noted that that SC24 had been badly damaged by horses; Cllr Wilson would inspect the area in the near future.

It was felt that it was not necessary for Cllr Wickham to attend the map on Definitive Mapping at the current time.

It was noted that NCC had inspected Pittams Lane regarding the footpath which had been

removed by the developers and an update from NCC was expected. The Clerk was asked to contact Helen Howard.

**1946 Dates of Future Meetings to include Annual Assembly and AGM**

Monday 2<sup>nd</sup> February – Planning Meeting – 8pm  
Wednesday 4<sup>th</sup> March – Ordinary Meeting – 8pm  
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

**1947 AOB**

None.

The meeting closed at 9:15pm.

Date: Jan 2015	Precept and budget setting 2015								
	Budget 2013/14	Actual	Variance	Budget 2014/15	Actual	Expected Jan-March	Variance	Budget 2015/16	Notes
<b>INCOME</b>									
Precept	2,635.00	2698.69	-63.69	2,602.00	2602.00		0.00	TBC	
Other (interest +VAT)	3.00	82.20	-79.20	3.00	0.00	3.00	0.00	3.00	interest 3.00 due Jan, no VAT due
<b>Total</b>	<b>2,638.00</b>	<b>2,780.89</b>	<b>-142.89</b>	<b>2,605.00</b>	<b>2,602.00</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>	
<b>EXPENDITURE</b>									
s137 donations				100.00	100.00		0.00	100.00	PC to decide whether to continue with village grants
Village Improvements	135.00	32.52	102.48	135.00	0.00	20.00	115.00	70.00	£20 salt, £50 ad hoc repairs
Staff Costs	1,590.89	1,590.89	0.00	1,622.40	1,216.80	405.60	0.00	1,657.50	SCP22 @ 156hrs@plus backdated pay 2013/14@£13.50
Auditor Fees (external)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Nil for 2015/16
Internal audit fees	82.00	80.00	2.00	82.00	85.00		-3.00	85.00	As advised by NCALC
Insurance	295.00	278.49	16.51	285.00	265.00		20.00	270.30	Assume 2% increase
NCALC +ACRE	140.76	108.14	32.62	112.00	113.53		-1.53	217.60	ACRE not included, NCALC up from £113.53 to £217.60
Village Hall Fees	140.00	140.00	0.00	140.00	0.00	140.00	0.00	140.00	
Other/admin	125.00	33.27	91.73	100.00	29.30		70.70	100.00	Assume £39 for uncontested election, note £802/1100 otherw
Training	29.00	29.00	0.00	29.00	0.00		29.00	68.00	Two courses @ £34
Newsletter	100.00	20.00	80.00	100.00	0.00		100.00	50.00	As advised by Jane H
<b>Total</b>	<b>2,637.65</b>	<b>2,312.31</b>	<b>325.34</b>	<b>2,705.40</b>	<b>1,809.63</b>	<b>565.60</b>	<b>330.17</b>	<b>2,758.40</b>	
<b>Net gain/loss</b>	<b>0.35</b>	<b>468.58</b>		<b>-100.40</b>					
	<b>Brought forward y/e 2014</b>		<b>Current balance Jan 15</b>	<b>O/S this yr (debits + credits)</b>	<b>Expected balance y/e 2015</b>				
<b>Santander</b>	1121.07		1617.17	565.60	1051.57				
<b>National Savings</b>	1550.59		1550.59	3.00	1553.59				
<b>Total</b>	<b>2671.66</b>		<b>3167.76</b>		<b>2605.16</b>				
Based on the figures our anticipated expenditure is			2,758.40						
less our anticipated income (exc precept)			3.00						
"/+ adjustment to general/earmarked reserves			-150						
Precept Request			2,605.40						
Rounded			2605						
Previous precept			2,602.00						
Percentage increase on last year			0.13%						

## **South Northamptonshire Council**

- Weekly Planning Application listings
- Planning application for information only: S/2014/2477/PA – Barn at Manor Farm, Wappenham
- Electoral Register and Monthly Changes for January 2015
- Press releases: Silverstone village on the conservation map, High-fives all round as young minds are inspired, Free activity sessions starting in Brackley, Wind farm fears blown away, Christmas Bin Collections, conservation boundary at Maidford, Keep Campylobacter off the menu this Christmas
- Farthinghoe Conservation Area boundary
- Public consultation on Joint Working proposals for SNC
- Information from Parish Clerks Forum 27 Nov 2014
- Parish Precepts Information and request

## **Northamptonshire County Council**

- Policing Updates and ward newsletters
- TTRO(14/15) 599 - High Street, Wappenham – notice of road closure
- Highways Survey for Clerks
- Highways' Newsletters
- Consultation details: Care Act 2014, 2014 Demography Needs Assessment, Draft Budget and Council Plan Consultation
- Notification of the Adoption of the West Northamptonshire Joint Core Strategy Local Plan (Part 1)

## **NCALC**

- Further Salary Information 2014/15,
- Update Nov/Dec 2014, clerk vacancies
- Training course schedule and updates
- No Capping / Transparency Code for Councils <£25,000

## **Miscellaneous**

- SNVB –South Northants VCS Forum - invitation
- HMRC – confirmation of online submissions for Real time PAYE
- CPRE – invitation to a Lunch & Bridge Drive
- ACRE – Village Viewpoint magazine, press release regarding cuts in funding
- Santander – December and January statement
- Grand Union Housing press release - South Northants is among least affordable places to live
- Came & Company Local Council Insurance Brokers - Managing Seasonal Issues
- Jane Harries – budget requirement for the newsletter