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**To All Parish Councillors:** I hereby summon you to attend the **Ordinary Parish Council Meeting**, which will take place on **Thursday September 29th 2022 at 7.00pm** at Parsons Meade Community Centre

All parishioners and members of the press are invited to attend.

**Please be aware the meeting may be recorded.**

A handwritten signature in blue ink, appearing to read 'Fiona Young', is written over a faint circular stamp.

Clerk, Fiona Young

## **AGENDA**

**22/132 To receive any apologies for absence and approve reasons for absence**

**22/133 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda**

**22/134 To approve and sign the Minutes of the Ordinary Council Meeting held on July 21st 2022**

**22/135 Public Session.** Residents are invited to address the Council. The session will last for 15 minutes with each contribution lasting a maximum of 3 minutes. Each resident may speak once. Representations shall not require a response at the meeting or start a debate. Residents must address the Chairman who may direct that a written or oral response be given.

**22/136 To Receive Reports from**

- a) Police Representative.** Crime report from Police Officer David Okere, details to be circulated to council. 6 incidences of Criminal Damage, 5 of these are arson and 3 of these are at the Country Park.
- b) West Northants Councillors**

**22/137 Councillor Co-option** – Resolution to co-op a new councillor following the resignation of Cllr Andrew Vincent, to also note the resignation of Cllr Macey and the recruitment process for a second new councillor.

**22/138 To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.**

**22/139 Matters arising from previous minutes, for report only**

1. Planning – An objection letter was sent to WNC regarding the application for a 5G mast, WNN/2022/0757
2. Ref Agenda item 22/128 July Meeting – Clerk to confirm Ncalc's response regarding a whole council working party discussion about the forthcoming Parish Plan 2023-2028
3. To confirm which councillors will attend the Ncalc cyber security e learning course.
4. To confirm that Cllr Matthews and the Chairman sent a response to the WNC Draft Adoption of Assets Policy as agreed in min ref 22/127

## 22/140 Finance

1. Resolution to approve the payments tabled below including those paid in between meetings during August

Payable to	Details	Amount £
F Young	Salary plus expenses	821.82
HMRC	Tax and NI	223.54
2 Commune	Website hosting until Oct 2023	522.00
PKF Littlejohn	External Audit	240.00
Parish Online	1 Year licence ( using Ncalc grant)	249.00
Viking	Stationary	65.56
Etiquette Security	Jubilee	1207.80

2. Resolution to approve the payments tabled below for September.

Payable to	Details	Amount £
F Young	Salary	796.20
HMRC	Tax and NI	223.74
DCK Payroll	Payroll company 3 months	36.00
Carl Squires	Memorial works	426.07
PKF Littlejohn	External audit	240.00

3. Confirmation that the internal controls councillor has completed the checks to the payments.
4. Resolution to nominate a Controls Councillor to check the monthly payments.
5. Resolution to approve the bank reconciliation statement for 31<sup>st</sup> August 2022

31<sup>st</sup> August 2022 Bank reconciliation – Balance at April 1<sup>st</sup> 2022 £77378.82 less payments £23,812.47 plus receipts £12,703.14 = £ 55,558.44 Bank accounts at 31.08.2022 £ 10,351.53 plus £45,206.91 = £55,558.44

6. To receive the budget report to 31<sup>st</sup> August 2022
7. Resolution to approve the External Audit Report and to note any actions required.

## 22/141 Planning

1. New applications

**WNN/2022/0943** 30 Hunsbury Close, -, Northampton, Northamptonshire, NN4 9UE

Single storey rear and side extension and new front door

**WNN/2022/0865 11** Whaddon Close, -, Northampton, Northamptonshire, NN4 9XS

Demolition of single storey garage and rear conservatory and erection of new two storey side and rear extension

2. Northampton Gateway Rail Freight Interchange Project – Non-Material Change TR050006 – to agree whether council wish to respond (dependant on an extension to the posted deadline of sept 26<sup>th</sup>)

## 22/142 Claystones Open Space

1. To receive an update following enquiries made by the Clerk and to agree next actions
2. To receive a quote from EM Pell to install a simple bench and to agree next action.
3. To receive an update regarding plans to create a wildflower area.

**22/143 Community Events Committee**

1. To receive a report following the meeting in July.
2. Resolution to order a large outdoor Christmas tree.

**22/144 Remembrance Event.**

1. To note the order for the Remembrance bench and to confirm its proposed location, also to confirm that the Silent Soldier is to be ordered at a cost of £175.00.
2. Resolution to agree a position for the Silent Soldier and the use of the trellis that was recently purchased.
3. To agree any further actions required in readiness for Remembrance Day.

**22/145 Update on the installation of the Jubilee bench** – to confirm the final location of the Jubilee Bench following an issue with underground cables in the primary location, to also confirm which Councillor will attend the installation with EM Pell.

**22/146 Resolution to conduct a review of the rubbish and dog waste bins in the parish, to assess if any replacements are required and to agree further action.**

**22/147 Cost of living Crisis** – To discuss the councils response and resolve any action if required.

**22/148 Correspondence and actions when needed.**

- **M1 J13-16 Improvements progress newsletter – posted on website.**
- **NBC Weed spraying schedule**
- **Veolia sustainability fund – Clerk noted.**
- **Queens green canopy – registration info**
- **AMP Conference for councillors – to agree attendance, Clerk to attend also.**

**22/149 Next meeting date October 20<sup>th</sup> 2022**