

**Wolverton Parish Council**  
**Minutes of Meeting on Wednesday 25 January 2017 at 7.30pm**  
**Held at Wolverton Church Hall**

**1. Present**

Councillors D Stone – Chairman, S Easterbrook – Vice Chairman & C Tunbridge  
Parish Clerk – Nicola Everall  
There were no members of the public

**2. Welcome**

Councillor D Stone welcomed the new Parish Clerk, Nicola Everall and confirmed that she would be working from home and her hours were to be 11 per month from 1 January 2017 and a contract had been signed by herself and the Chairman.

**3. Apologies**

Apologies were received from Councillor T Rowley and District Councillor Richards.

**4. Disclosure of interests**

There were no declarations of interest.

**5. To confirm & sign the minutes of the meeting held on 7 December 2016**

Minutes of the meeting held on 7 December 2016 were approved and signed by the Chairman.

**6. Matters arising**

**a. New Website**

Councillor C Tunbridge confirmed that the current web provider 1&1 had quoted £1.99 a month for a new contract to provide wolvertonpc.org.uk for up to twenty email addresses and £8.99 a year for the domain name. The contract was to be put into place soon. The new web hosting provider Hugo Fox was currently provided at no cost. Councillor C Tunbridge was also to add a counter to the website.

***Action Councillor C Tunbridge: New contract to be in place before 27 January 2017.***

**b. Replacement notice boards**

Councillor D Stone was to ensure that the notice boards would be replaced in the near future.

**c. Councillor Vacancy**

The vacancy was to be filled by co-option and the Clerk was asked to send a draft notification of a vacancy to the Chairman. The notification would be

posted on the website and notice boards, and ideally published in the parish magazine.

**d. Parish Council Laptop**

It was RESOLVED unanimously that Parish Council should purchase a laptop with the necessary software and virus protection and Councillor S Easterbrook was to make the purchase and liaise with the Clerk.

The Clerk was requested to apply for funding from the Transparency Fund upon receipt of costs.

**7. Report from County Councillor J Horner**

As appended to these minutes. The Clerk was asked to chase Councillor J Horner regarding the installation of the flashing variable speed limit signage near the school which had been scheduled for November 2016.

**8. Report from District Councillor P Richards**

As appended to these minutes.

**9. Employment Matters**

The Clerk was asked to ensure that the Parish Council was registered with HMRC and the Pensions Regulator.

**10. Planning applications/decisions.**

- a. 16/02292/FUL – Brensham appeal in progress
- b. 16/00161DISCN – Waverley discharge of conditions SDC decision pending
- c. 16/03511/FUL – Park View demolition and replacement SDC decision refused on the grounds of impact on the openness of the Green Belt and setting of the listed building
- d. 16/04014/FUL – Sunnyside demolition of garage and erection of new dwelling and carport. Response due by 30 January 2017. Councillors agreed unanimously to make no representation, but the Chairman would to contact the Case Officer to establish their policy regarding infill before making a response.

**11. Finance**

The Items below were noted and expenditure agreed.

- a. Bank balance at 10 October 2016 was £3993.32.
- b. Expenditure of £36.00 for the hire of the Church Hall in 2016.
- c. The Clerk was asked to contact Mr M Sagrott to submit his proposed costs for grass cutting for 2017.
- d. It was agreed that Councillors, D Stone, S Eaterbrook and C Tunbridge be the three signatories for the signing of cheques.

**12. Precept**

After lengthy discussion of the draft budget, it was RESOLVED unanimously that the Parish Council would set the Precept at £2,500 for the ensuing financial year.

**13. Correspondence**

The Chairman reported that a request for funding had been received from the Citizens Advice Bureau.

**14. Future Meetings**

The dates for future meetings were agreed as follows:

14 March and 23 May 2017 – AGM and Annual Parish Meeting.

The meeting closed at 9.10pm.