

## Minutes of the Ordinary Meeting of Wolverton Parish Council held on Zoom immediately following the Annual Meeting on 5 May 2021

Present: Cllr S Easterbrook (Chair); Cllr P Anthony; Cllr S Murphy; Cllr T Phillips; Cllr Wynn-Evans  
WCC Cllr J Horner

Parish Clerk: Mrs Jennifer Bendall

Public: None

**21/05/05/01 Record of members present**  
Noted.

**21/05/05/02 To receive apologies for absence**  
None.

**21/05/05/03 To receive declarations of interests (existence and nature) on Items on the Agenda**  
Cllr Anthony declared an interest in agenda item 21/05/05/08 as a member of the Church Hall Committee.

**21/05/05/04 Minutes of the last meeting(s)**  
The minutes of the Ordinary Meeting held on 23 March 2021 were taken as read, approved and signed.

**21/05/05/05 Matters arising from the meetings held on 23 March 2021** (*not covered elsewhere on the agenda*)  
None.

**21/05/05/06 Clerk's Report**

- The Clerk advised that she had re-enrolled WPC with the Pensions Regulator.
- The Local Government Association have proposed a new national Code of Conduct which has been adopted by the National Association of Local Councils (NALC), and as Districts, Boroughs, Unitaries and Council Councils will be following suit it is recommended the parish councils also adopt it once their District council has done so. Stratford District Council has adopted the new Code, and so it will be on the agenda of the next WPC meeting.
- The Clerk advised that recent High Court action to extend the legislation allowing parish councils to hold virtual meetings after 7 May had failed.
- The Clerk advised that the Joint Panel on Accountability and Governance (JPAG) were recommending that small authorities should have their own secure email addresses for their councillors rather than relying on the use of personal e-mail addresses, and that smaller authorities should also use gov.uk web sites. The Clerk will monitor the situation.

**21/05/05/07 To consider, and resolve to approve if appropriate, adopting a wooden planter to be situated at the crossroads**  
The Chairman proposed that WPC resolve to accept the motion to adopt the wooden planter as per the proposal and Risk Assessment circulated to Councillors prior to the meeting. Agreed. The Risk Assessment including control measures will be communicated to the GRoW Team. Steps would be taken including removal, if the Risk Assessment and control measures are adhered to by the GRoW team.

**21/05/05/08 To consider, and resolve to approve if appropriate, the spending of the last financial year's budget for donations**  
Cllr Anthony declared an interest. The Chairman proposed that the £200 allocated for donations in 2020/21, which wasn't spent, be split between the GRoW Team and the Church Hall. Agreed. The Clerk to liaise with the Chairman about letting the Church Hall Committee know. It was agreed that the GRoW Team should approach the Clerk when they need to make a purchase.

- 21/05/05/09 To consider, and resolve to approve if appropriate, the best use of the CIL payment for the benefit of Wolverton residents**  
As per the discussion at the Annual meeting regarding the spending of the CIL payment, it was agreed that the Chairman and Clerk would investigate the requirements of CIL expenditure and draft a proposal to be tabled at the next meeting.
- 21/05/05/09 To consider, and resolve to agree if appropriate, responding to the Government consultation on remote meetings**  
Following discussion, it was agreed that the Chairman would draft a response and circulate for approval.
- 21/05/05/10 To consider, and resolve to approve if appropriate, funding the purchase of replacement pads for the Wolverton Defibrillator at a cost of £54.00**  
Agreed. It was noted that the defibrillator battery would need replacing in 2023, and that budget provision should be made before then.
- 21/05/05/11 Report from County Councillor Horner**  
WCC Cllr Horner gave a brief overview of the WCC report that he had sent through, including the election, the period of national mourning, personnel changes within the police force and Henley Fire Station. He advised that the challenge to the Police is that their budget is under enormous pressure and that the scope of crime has increased and that criminals are operating on a wider scale with greatly increased activity. He also advised that WCC had been mentioned by the Health Minister as having run a very good vaccination programme.
- 21/05/05/12 Report from District Councillor Richards**  
SDC Cllr Richards was not in attendance and did not submit a report for SDC. It was agreed that the Clerk would ask that Cllr Richards attend the July meeting, which will be held in person, and that the Chairman would follow up with Cllr Richards.
- 21/05/05/13 Planning Matters Applications and Decisions**  
*To consider and resolve planning applications received, and to note current status of existing planning applications*

Application Number / Address	Applicant	Application Details
21/00404/FUL 21/00405/LBC Glebe Farmhouse , Wolverton Road, Wolverton, CV37 0HE	Mrs Jodie Williams	Loft Conversion to rear section of the farmhouse with external alterations including additional conservation roof lights, replace existing timber window to gable elevation. Further internal alterations including additional steel beams to support new floor, a new timber staircase, new timber props to support existing purlins, new insulation linings to walls and roof
<b>Comment:</b> The application has been withdrawn. Noted.		

- 21/05/05/14 Finance**
- 1. Account Balances** Noted.  
Appendix 1 attached.
  - 2. Payments Received Since Last Meeting** Noted.

Date	From	Reason	Total
26 April 2021	SDC	Precept (first payment)	£1,800.00

**3. Payments Made Since Last Meeting** Noted.

Date	To	Reason	Total
14 April 2021	1&1 Internet	Web provider	£2.39
15 April 2021	Clerk	Salary	£114.84

**4. Items of Expenditure to be Reviewed and Approved** Approved.

Payment To	Reason	Total
WALC	Annual subscription	£123.00
Lynda Silvester	Replacements pads for Wolverton defibrillator	£54.00

**21/05/05/15 Correspondence**

Date	From	Details
-		

**21/05/05/16 Dates for future meetings**  
Thursday 22 July 2021  
Thursday 23 September 2021

**21/05/05/17 Close**  
The meeting closed at 9.09pm

**Signed:**

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Wolverton Parish Council Chair

**Date:**

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## APPENDIX 1

### WOLVERTON PARISH COUNCIL

### Accounts Year To Date as at 5 May 2021

Reconciled to bank statement dated 29 April 2021

Actual 2020/21		Budget 2021/22	Actual 2021/22
<b>Balances B/F</b>			
£ 2,394.12	Current Account at 1 April	£ 2,865.34	£ 2,865.34
£ -	Uncleared income at 1 April	£ -	£ -
£ -	Unpresented cheques/payments at 1 April	£ -	£ -
<b>£ 2,394.12</b>	<b>TOTAL B/F</b>	<b>£ 2,865.34</b>	<b>£ 2,865.34</b>
<b>INCOME</b>			
£ 3,500.00	Precept	£ 3,600.00	£ 1,800.00
£ -	Grants	£ -	£ -
£ -	Interest	£ -	£ -
£ -	VAT	£ 120.00	£ -
£ -	Other	£ -	£ -
<b>£ 3,500.00</b>	<b>TOTAL INCOME</b>	<b>£ 3,720.00</b>	<b>£ 1,800.00</b>
<b>EXPENDITURE</b>			
£ 1,354.98	Clerks Salary	£ 1,450.00	£ 114.84
£ -	HMRC	£ -	£ -
£ -	Clerk's Homeworking Allowance and Travel Expenses	£ 50.00	£ -
£ 76.67	Admin Expenses (stationery, postage, internet, etc)	£ 150.00	£ 1.99
£ 990.00	Grass cutting	£ 1,000.00	£ -
£ -	Grants made under Discretionary Powers and Section 137 Grants	£ 200.00	£ -
£ 21.90	Parish Maintenance (excluding grass cutting)	£ 100.00	£ -
£ 140.00	Subscriptions (WALC, ICO, etc)	£ 175.00	£ -
£ 264.98	Insurance	£ 270.00	£ -
£ 59.95	Room hire	£ 125.00	£ -
£ -	Election Costs Fund annual increase	£ -	£ -
£ -	Audit Fee	£ -	£ -
£ 77.00	Training	£ 50.00	£ -
£ -	Other	£ 50.00	£ -
£ -	Assets Fund annual increase	£ -	£ -
£ -	Contingency Fund annual increase	£ -	£ -
£ -	Expenditure from reserves: election costs	£ -	£ -
£ -	Expenditure from reserves: Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -
£ 43.30	VAT paid (to be reclaimed)	£ 30.00	£ 0.40
<b>£ 3,028.78</b>	<b>TOTAL EXPENDITURE</b>	<b>£3,650.00</b>	<b>£ 117.23</b>
<b>Actual Balance of Accounts at 31 March 2021</b>			
£ 2,865.34	Current Account Balance	£3,002.06	£4,548.11
£ 1,250.00	Ringfenced funds *	£1,250.00	£1,250.00
£ 500.00	Contingencies fund (sum retained for unexpected expenses)	£500.00	£500.00
£ -	Sum retained for future election costs	£500.00	£500.00
£ -	Sum retained for Asset Fund (purchase, repair, renewal and inspection costs)	£500.00	£500.00
<b>£ 1,115.34</b>	<b>TOTAL DISPOSABLE FUNDS</b>	<b>£252.06</b>	<b>£1,798.11</b>
<b>Forecast Balance of Accounts at 31 March 2022</b>			
<b>Actual Balance of Accounts Year To Date</b>			

#### \* Ringfenced funds

Donation to PCC agreed in year 2019/20 for new churchyard fencing  
WCC grant received in year 2019/20 ringfenced for PCC

£250.00

£1,000.00

£1,250.00