

**Wolverton Parish Council - Annual General Meeting
Minutes of Meeting on Tuesday 29 May 2018 at 6.30pm
Held at Wolverton Church Hall**

1. Present

Councillor P Anthony
Councillor S Easterbrook
Councillor D Stone
Councillor C Tunbridge – for part of the meeting

County Councillor J Horner (part of meeting)
Parish Clerk – Nicola Overall
1 member of the public- Mr P Wood

2. Election of Chairman

It was proposed by Councillor P Anthony and duly seconded by Councillor S Easterbrook that, Councillor D Stone be elected Chairman for the ensuing year.
Councillor D Stone signed the Declaration of Office.

Councillor D Stone in the Chair

3. Apologies

An apology was received on behalf of Councillor P Richards due to work commitments.

4. Election of Vice Chairman

It was proposed by Councillor D Stone and duly seconded by Councillor P Anthony that, Councillor S Easterbrook be elected as Vice Chairman for the ensuing year.

5. Declarations of Interests

There were no declarations of interest.

6. Co – option of Parish Councillor

Following the resolution at the meeting held on 21 March 2018, Cllr Paul Wood was Co-opted on to the Parish Council and was invited to sit with members of the Parish Council. Cllr Wood agreed to complete the necessary forms and forward to the Clerk.

7. Resignation of Parish Councillor

The Chairman reported that Cllr Chris Tunbridge had submitted his resignation which would take effect from the end of the Annual Parish Meeting.

Members proposed a vote of thanks to Cllr Tunbridge for his continued support of nine years, to the Parish Council, following his move to Warwick.

8. To confirm & sign the minutes of the meeting held on 21 March 2018

The minutes of the meeting held on 21 March 2018 were approved and signed by the Chairman.

Cllr J Horner & Cllr C Tunbridge arrived

9. Matters Arising

- a) Website – it was confirmed that the website was up to date.
Following the resignation of Cllr Tunbridge, it was agreed that Cllr Easterbrook would take over the running of the website.

b) Replacement Notice Boards

Councillor D Stone confirmed that materials for erecting the Norton Lea notice board had been purchased and that he and Cllr P Anthony would be erecting it the near future. The existing board would be retained in situ for community use.

10. Planning Matters

Application Number	Application Details	PC Comment	SDC Comment
18/001158/FUL	Wolverton Hill Replacement of orangery/day room	Support	Pending
18/00873/LDP	Blacon Cottage Two ancillary buildings	No comment	Permitted
18/00459/FUL	Woolly Park Farm Retention of additional mobile home	To be considered, deadline 5 Jun	Pending
DISCN/00064/18	Sunnyside, discharge of conditions	No comment	Pending
18/00225/FUL	Park View, Wolverton Demolition of detached dwelling and construction of replacement dwelling and garage and associated driveway	No representation	Refused
18/00309/FUL	The Cottages, Wolverton Road Single storey side/rear extension to existing cottage and the conversion of two existing outbuildings to a games room and a garden room respectively	Support	Permission granted
18/00310/LBC	The Cottages, Wolverton Road Single storey side/rear extension to existing cottage and the conversion of two existing outbuildings to a games room and a garden room respectively	Support	Approved
17/00894/FUL	Wolverton Court, Wolverton Renovation and conversion of existing barns to two residential dwellings	Support	Permission granted
17/00896/LBC	Wolverton Court, Wolverton Renovation and conversion of existing barns to two residential dwellings	Support	Approved
APP/H3700/C/17/3182953	Appeal against WCC enforcement notice alleging use of land adjacent to Claverdon Sewage Works for import and storage of waste consisting primarily of construction and demolition waste, storage of skips and construction of hard standing	Enforcement notice supported	Awaiting Planning Inspectorate inquiry 19 Jul 18 – 21 Jul 18
17/011404/LDE	Lower Blacon Farm, Wolverton Fields Occupation of the Bothy as an independent residential unit and not ancillary accommodation	No Comment	Pending

11. Certificate of Exemption

The Chairman signed the Certificate of Exemption to certify that the Parish Council has a turnover of less than £25,000. The Clerk was requested to submit the Certificate to the External Auditors, P F K Littlejohn.

12. Annual Governance Statement

The Parish Clerk reported on the Year End Accounts 31 March 2018 following an Internal Audit and the Chairman signed the Annual Governance Statement 2017/2018.

13. Accounting Statements 2017/2018

The Accounting Statements for 2017/2018 were agreed by Members and signed by the Chairman.

14. Correspondence

1. Correspondence
 - a) SDC Gypsy & Traveller Sites – Clerk’s email of 27 March 2018
 - b) WALC – Self Assessment for Parish Councils – Clerk’s email of 27 March 2018. To be discussed at the next meeting.
 - c) WALC Events Programme – to be circulated to new Members
 - d) NALC/ICO – GDPR
 - e) WALC/NALC Pay Scales - Members agreed that the Clerk’s salary be increased in line with the nationally agreed pay scales, the increment having been included in the 2018/2019 Budget.
 - f) WALC – Planning Applications A Quick Guide
 - g) WALC – Queens Award for Volunteering – consider any potential nominees by September
 - h) WALC – Funding Opportunities – to investigate
 - i) SDC – Cllr P Richards – Regarding Woolly Park Farm
 - j) SDC -Code of Conduct Information

15. Finance

a. Bank Balance	£3651.15
b. Income since last meeting	£1240.00 Precept
c. Expenditure	
Clerks Salary April	£82.71
HMRC April	£20.60
HMRC May	£20.60
Clerks Expenses	£44.36
Insurance Renewal	£288.46
WALC (training)	£70.00
Norton Lindsey Playground	£125.00
WALC (subscription)	£104.00
N Overall – Anti Virus	£15.75
1&1 Internet	£2.39
Councillor D Stone Expenses	£44.17

16. Meeting Dates

17 July 2018

18 September 2018

The meeting closed at 7.30pm