

# WOLVERTON PARISH COUNCIL

Clerk to the Council: Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL  
(tel: 01926 843534, email: clerk@wolvertonpc.org.uk)

To All Members of the Council

20 March 2022

You are hereby summoned to attend an Ordinary Meeting of Wolverton Parish Council to be held at the Church Hall, Wolverton at 7.30pm on **Thursday 24 March 2022**, for the purpose of transacting the following business.

Members of the Press and Public are invited to attend the meeting and are welcome to address the Parish Council on any matters they wish to raise during the public forum.

Signed: *JBendall*

---

Jennifer Bendall  
Clerk and Responsible Financial Officer

*The impact of climate change will be considered by Wolverton Parish Council in all decision making.*

## AGENDA

There will be a fifteen-minute period set aside prior to the formal agenda and again at the end of the meeting, for the purpose of public participation.

- 22/03/24/01**     **Record of members present**
- 22/03/24/02**     **To receive apologies for absence**  
*To receive, and consider for approval, apologies for absence and reasons given.*
- 22/03/24/03**     **To receive declarations of interests (existence and nature) on Items on the Agenda**  
*Councillors are reminded that under the Code of Practice they are asked to declare personal interests in any item on the agenda, and the nature of the interest, at this point or at any point during the meeting. Should that interest be considered prejudicial to the matter under discussion, they should leave the room and not seek improperly to influence any decision on that matter.*
- 22/03/24/04**     **Minutes of the last meeting(s)**  
To approve and sign the minutes of the Ordinary Meeting held on 20 January 2022
- 22/03/24/05**     **Matters arising from previous meetings** *(not covered elsewhere on the agenda)*
- 22/03/24/06**     **Clerk's Report**
- 22/03/24/07**     **Focus for 2021/22 Update**
- 22/03/24/08**     **Climate Change Update**
- 22/03/24/09**     **Village Green Maintenance Update**
- 22/03/24/10**     **To discuss arrangements for the Parish Assembly taking place on 21 April 2022**

- 22/03/24/11 To consider, and resolve to adopt if appropriate, the LGA model national Councillor Code of Conduct as adopted by WDC and SDC, and to agree the implementation date
- 22/03/24/12 To consider, and resolve to approve if appropriate, renewing WPC's membership of WALC for the coming year from 1 April 2022 to 31 March 2023 (*Local Government Act 1972, s.111*)
- 22/03/24/13 To consider, and resolve to approve if appropriate, a salary increase for the Clerk following receipt of notification from NALC of the NJC 2021-2022 national salary award, to be back dated to 1 April 2021 (*Local Government Act 1972, s.112*)
- 22/03/24/14 To consider, and resolve to approve if appropriate, the Clerk's request to attend the WALC webinar on Council Friendly Policies (*Local Government Act 1972, s. 111*)
- 22/03/24/15 Report from County Councillor Horner
- 22/03/24/16 Report from District Councillor Richards
- 22/03/24/17 **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  |
|--|--|--|
| 21/03779/LDE<br>Lower Blacon Farm,<br>Wolverton Fields, Norton<br>Lindsey                              | Mrs Sarah Garland  | C3 dwellinghouse   |
| <b>Comment:</b> WPC made no representation. Awaiting decision by SDC.                                  |  |  |
| Application Number / Address   | Applicant  | Application Details  |
| 19/01618/OUT<br>Land On Gannaway Farm,<br>Rear Of Brick Kiln Close,<br>Norton Lindsey                  | Mr John Horner<br>(Claverdon<br>Community Land<br>Trust) | Outline planning application for the development of 10 local needs dwellings with all matters reserved except for access                                       |
| <b>Comment:</b> Appeal withdrawn. Note that CCLT are pursuing a new planning application on this site. |  |  |
| Application Number / Address   | Applicant  | Application Details  |
| 22/00293/LBC<br>22/00292/FUL<br>Glebe Farmhouse,<br>Wolverton, CV37 0HE                                | Mrs Jodie Williams                                       | Proposed loft conversion to rear section of the farmhouse.   |
| <b>Comment:</b> WPC made no representation. Awaiting decision by SDC.                                  |  |  |
| Application Number / Address   | Applicant  | Application Details  |
| 22/00471/COUQ<br>Blacon Farm, Snitterfield<br>Lane, Norton Lindsey,<br>Warwick CV35 8JJ                | Mercia Real Estates                                      | Prior approval notification for conversion of 2no. agricultural units to 5no. dwellings and associated operational development under Class Q(a) and Class Q(b) |
| <b>Comment:</b> Response to be considered and submitted by 24 March 2022.                              |  |  |
| Application Number / Address   | Applicant  | Application Details  |
| 22/00657/AGNOT<br>Manor Farm, Wolverton,<br>CV37 0HH   | Mr Andrew Troughton<br>Carver Knowles                    | General purpose farm building  |

**Comment:** this is a notification for prior approval and not a formal planning application. Any response to be submitted by 21 March 2022.

22/03/24/18

## Finance

### 1. Account Balances

Appendix 1 attached

### 2. Payments Received Since Last Meeting

| Date | From | Reason | Total |
|------|------|--------|-------|
| -    |      |        |       |

### 3. Payments Made Since Last Meeting

| Date             | To               | Reason                                 | Total   |
|------------------|------------------|--|---------|
| 17 January 2022  | Clerk            | Salary                                 | £114.84 |
| 11 February 2022 | ICO              | Annual data protection fee             | £35.00  |
| 14 February 2022 | 1&1 Internet     | Web provider / domain renewal          | £14.38  |
| 15 February 2022 | Clerk            | Salary                                 | £114.84 |
| 15 March 2022    | Clerk            | Salary                                 | £114.84 |
| 16 March 2022    | 1&1 Internet     | Web provider                           | £2.39   |
| 20 March 2022    | Wolverton School | Donation towards cost of defibrillator | 50.00   |

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

| Payment To | Reason | Total |
|------------|--------|-------|
| -          |        |       |

22/03/24/19

## Correspondence

| Date          | From            | Details                     |
|---------------|-----------------|-----------------------------|
| 15 March 2022 | Church Warden   | Churchyard extension update |
| 17 March 2022 | <i>Redacted</i> | Section 106 query           |

22/03/24/20

## Dates for future meetings

21 April 2022 - Parish Assembly

19 May 2022 - Annual and Ordinary Meetings

22/03/24/21

## Close

## OPEN DISCUSSION WITH PARISHIONERS

# APPENDIX 1

## WOLVERTON PARISH COUNCIL

### Accounts Year To Date as at 24 March 2022

Reconciled to bank statement dated 18 March 2022

| Actual<br>2020/21   |   | Budget<br>2021/22 | Actual<br>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        | £ 3,600.00        |
| £ -               | Grants              | £ -               | £ -               |
| £ -               | Interest            | £ -               | £ -               |
| £ -               | VAT                 | £ 120.00          | £ -               |
| £ -               | Other               | £ -               | £ 2,162.26        |
| <b>£ 3,500.00</b> | <b>TOTAL INCOME</b> | <b>£ 3,720.00</b> | <b>£ 5,762.26</b> |

|                    |  |                  |                   |
|--------------------|--|------------------|-------------------|
| <b>EXPENDITURE</b> |  |                  |                   |
| £ 1,354.98         | Clerks Salary  | £ 1,450.00       | £ 1,378.08        |
| £ -                | HMRC   | £ -              | £ -               |
| £ -                | Clerk's Homeworking Allowance and Travel Expenses                              | £ 50.00          | £ -               |
| £ 76.67            | Admin Expenses (stationery, postage, internet, etc)                            | £ 150.00         | £ 56.51           |
| £ 990.00           | Grass cutting  | £ 1,000.00       | £ 690.50          |
| £ -                | Grants made under Discretionary Powers and Section 137 Grants                  | £ 200.00         | £ 50.00           |
| £ 21.90            | Parish Maintenance (excluding grass cutting)                                   | £ 100.00         | £ -               |
| £ 140.00           | Subscriptions (WALC, ICO, etc)   | £ 175.00         | £ 140.00          |
| £ 264.98           | Insurance  | £ 270.00         | £ 270.00          |
| £ 59.95            | Room hire  | £ 125.00         | £ -               |
| £ -                | Election Costs Fund annual increase  | £ -              | £ -               |
| £ -                | Audit Fee  | £ -              | £ -               |
| £ 77.00            | Training   | £ 50.00          | £ 25.00           |
| £ -                | 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) | £ -              | £ 45.00           |
| £ 43.30            | VAT paid (to be reclaimed)   | £ 30.00          | £ 123.90          |
| <b>£ 3,028.78</b>  | <b>TOTAL EXPENDITURE</b>   | <b>£3,650.00</b> | <b>£ 2,778.99</b> |

| Actual Balance of<br>Accounts at 31<br>March 2021 |  | Forecast Balance<br>of Accounts at 31<br>March 2022 (as per<br>budget for year) | Actual Balance of<br>Accounts Year To<br>Date |
|---|--|---|---|
| £ 2,865.34  | Current Account Balance  | £ 3,002.06  | £ 5,848.61                                    |
| £ 1,250.00  | Ringfenced funds *   | £ 1,250.00  | £ 3,412.26                                    |
| £ 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>£ 936.35</b>                               |

#### \* Ringfenced funds

|   |                  |
|---|------------------|
| Donation to PCC agreed in year 2019/20 for new churchyard fencing | £250.00          |
| WCC grant received in year 2019/20 ringfenced for PCC             | £1,000.00        |
| CIL payment (to be used for infrastructure projects)              | £2,162.26        |
|   | <b>£3,412.26</b> |