

Minutes of the Ordinary Meeting of Wolverton Parish Council held at the Church Hall, Wolverton at 7.30pm on 23 September 2021

Present: Cllr S Easterbrook (Chair); Cllr P Anthony; Cllr S Murphy; Cllr J Wynn-Evans
WCC Cllr J Horner (for part of the meeting)

Parish Clerk: Mrs Jennifer Bendall

Public: None

21/09/23/01 Record of members present
Noted.

21/09/23/02 To receive apologies for absence
Cllr Phillips was unable to attend the meeting due to work commitments. Approved.

21/09/23/03 To receive declarations of interests (existence and nature) on Items on the Agenda
None.

21/09/23/04 Minutes of the last meeting(s)
The minutes of the Annual and Ordinary Meetings held on 5 May 2021, and the Extra Ordinary Meeting held on 23 June 2021 were taken as read, approved and signed.

21/09/23/05 Matters arising from previous meetings (not covered elsewhere on the agenda)
The meeting noted that the wooden planter was now in situ at the crossroads, and that WCC Highways have approved it. The Clerk to add it to the Asset Register and to inform the Insurance Company.

21/09/23/06 Clerk's Report

- The Clerk advised that the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2021 was now complete with submission of the Certificate of Exemption to the External Auditor and the passing of the period for the public to exercise their rights to view the accounting records and AGAR. Thanks were given to the Clerk and to the independent internal auditor for their work on the AGAR.
- The Clerk confirmed that a new quote had been received from ID Verde for the grass cutting contract due to an area by the Green being missed off the original quote. It was noted that the revised quote was still much cheaper than the quotes received from the other two contractors. The Clerk is to remind ID Verde that all cuttings should be removed.
- The Clerk advised that Norton Lindsey Parish Council had received numerous complaints about the amount of dog poo on the pavement on the way to and by Wolverton School.
- The Clerk reminded the meeting about the WALC Annual Conference taking place in October and advised that non-Councillors were permitted to attend.
- The Meeting noted that the Chairman had approached Stratford District Councillor Richards regarding emptying of the parish council rubbish bins, one of which was overflowing.
- The Meeting also noted that the Chairman had submitted comments to Kingsley School asking that the driver of their bus refrains from driving around the Green to turn around.
- The Clerk suggested that more than one person should have log-in details to the Parish Council website, and it was agreed that the Clerk and Chairman would both be responsible for updating the website.
- The Clerk advised the Meeting of her upcoming holiday dates, and requested that Councillors notify her of their holidays if they will be out of contact for more than a few days in case there is urgent Parish Council business.
- The Clerk advised that the 2nd half of the precept payment from SDC was due shortly.
- The Clerk advised that approving a Wolverton Parish Council Scheme of Delegation would be included on the agenda for the November meeting.

- 21/09/23/07 Focus for 2021/22:**
- **To discuss the next steps in promoting neighbourly-ness**
Discussion took place around ways to promote neighbourly-ness in Wolverton, to avoid feelings of isolation and maximise support networks. Ideas included households pairing for Sunday lunches and sharing lifts into town. It was agreed that promoting people having more contact and avoiding isolation was a good thing, but it was acknowledged that it would be difficult to arrange centrally. It was agreed that the Chair would put a note in the Parish Magazine and on the community WhatsApp Group explaining what WPC is trying to achieve and asking for ideas, and Cllr Anthony would make enquiries about a parish email group.
There was also discussion about helping people outside the parish, such as making donations to foodbanks, Afghan refugees, etc, and it was agreed that although WPC could facilitate these activities by hiring the Church Hall, etc, it would be better if enthusiastic Parishioners organised such activities themselves rather than WPC.
- 21/09/23/08 To consider, and resolve to approve if appropriate, the best use of the CIL payment for the benefit of Wolverton residents**
The meeting received confirmation of the rules pertaining to CIL payments, and it was noted that WPC has 5 years to spend the CIL monies that it receives. The draft proposal was approved subject to comments from Cllr Wynn-Evans within the next two weeks. The Chair would send out a notice to Parishioners to advise of the new fund and how it can be accessed.
- 21/09/23/09 To discuss the flooding on Saddlebow Lane and to consider suggestions for improvements (in conjunction with Claverdon PC)**
The Meeting noted that a representative from Claverdon Parish Council had been invited to attend to discuss Saddlebow Lane, but that no response had been received.
WCC Cllr Horner advised that any design to improve the condition of Saddlebow Lane would need to be carried out by the WCC Flooding Team, and he advised that a representative from the WCC Flood Risk Management Team would be attending the next Arden Clerks and Chairs meeting. Cllr Horner stated that funding for the WCC Flooding Team to conduct a survey and produce a design is available from Arden Clerks and Chairs, but that it would require any grants to be match funded.
It was acknowledged that if WPC and CPC jointly spend money on a design to improve Saddlebow Lane, there was a risk that it would be too expensive to implement the design especially as utilities in the road would likely increase the cost of the project. There was discussion regarding the impact on Wolverton that any improvements to Saddlebow Lane would have on the volume and speed of traffic, and that the section of road in question is outside the Parish. It was also noted that it is Snitterfield Lane that is more regularly impassable during periods of flooding and that the issue with Saddlebow Lane is more about poor road condition.
Following debate, WPC reached the conclusion that commissioning a design to improve the condition of Saddlebow Lane would prove poor value for money in view of the likely outcome, and consequently voted against proceeding.
- 21/09/23/10 To consider, and resolve to approve if appropriate, adopting the revised National Code of Conduct**
Approved.
- 21/09/23/11 To note updates on the proposed South Warwickshire Council**
Noted.
- 21/09/23/12 To consider if Wolverton should celebrate the Queen's Platinum Jubilee in 2022 and to discuss how to proceed if appropriate**
There was discussion regarding suggestions for celebratory events and a permanent commemorative "memorial", including the possibility of a village BBQ, a joint event with Norton Lindsey PC, and WPC funding the planting of trees in line with The Queen's Green Canopy initiative. It was agreed that WPC should support some celebration/memorial. The Clerk to contact NLPC, and Councillors to ask around to see what parishioners would like to do.
- 21/09/23/13 Report from County Councillor Horner**
Report received with thanks.
Cllr Horner advised that in future he was planning to customise his WCC reports for each area. Cllr Horner discussed the local flooding in August 2020 and advised that data has been provided which indicated that 55mm fell in 30 minutes. There was discussion regarding WCC verge cutting.

21/09/23/14 Report from District Councillor Richards
No report received.

21/09/23/15 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
21/00727/FUL Crusoes, Wolverton Fields, Norton Lindsey, CV35 8JN	Ms Sue Wooley	Three bedroomed self build house to meet identified local need
Comment: The application is pending consideration by SDC. Noted.		
Application Number / Address	Applicant	Application Details
21/02496/FUL Tregoze, Norton Lea, Norton Lindsey, CV35 8JX	John & Kate Hobkirk	Replacement porch, new windows and new external insulation with render finish
Comment: The application is pending consideration by SDC. Noted.		
Application Number / Address	Applicant	Application Details
21/02626/FUL Sunnyside, Wolverton Fields, Norton Lindsey, CV35 8JN	Mr Edward Rogers	Erection of new one bay detached garage
Comment: It was agreed that WPC's response would be that of no representation.		
Application Number / Address	Applicant	Application Details
20/02423/FUL Land adjacent to Bonnyton, Wolverton	Mr Simon and Dr Claire Constantine	Erection of one local market dwelling and all associated works
Comment: To note amendments to application. It was agreed that it was not obvious what the amendments were. The Chairman to ask the applicant what has changed.		

21/09/23/16 Finance

1. Account Balances
Appendix 1 attached
Noted.

2. Payments Received Since Last Meeting
Noted.

Date	From	Reason	Total
21 June 2021	SDC	CIL payment	£1,081.13

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

Date	To	Reason	Total
13 May 2021	1&1 Internet	Web provider	£2.39
17 May 2021	Clerk	Salary	£114.84
24 May 2021	Tranter Training (Linda Sylvester)	Defibrillator pads	£54.00
25 May 2021	WALC	Councillor Training	£30.00
25 May 2021	WALC	Annual Subscription	£123.00
03 June 2021	Norris & Fisher	Insurance	£270.00
14 June 2021	1&1 Internet	Web provider	£2.39
15 June 2021	Clerk	Salary	£114.84
29 June 2021	Mr M Sagrott	Grass-cutting	£265.00
14 July 2021	1&1 Internet	Web provider	£2.39
15 July 2021	Clerk	Salary	£114.84
12 August 2021	1&1 Internet	Web provider	£2.39
16 August 2021	Clerk	Salary	£114.84
14 September 2021	1&1 Internet	Web provider	£2.39
15 September 2021	Clerk	Salary	£114.84

**4. Items of Expenditure to be Reviewed and Approved
None.**

Payment To	Reason	Total
-		

21/09/23/17

**Correspondence
None.**

Date	From	Details
-		

21/09/23/18

Dates for future meetings
23 November 2021 – Ordinary Meeting (*revised date*)
20 January 2022 – Ordinary Meeting

21/09/23/19

Close
The meeting closed at 9.30pm

Signed:

Wolverton Parish Council Chair

Date:

APPENDIX 1

WOLVERTON PARISH COUNCIL

Accounts Year To Date as at 23 September 2021

Reconciled to bank statement dated 18 September 2021

Actual 2020/21		Budget 2021/22	Actual 2021/22
Balances B/F			
£ 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	£ -	£ -
£ 2,394.12	TOTAL B/F	£ 2,865.34	£ 2,865.34
INCOME			
£ 3,500.00	Precept	£ 3,600.00	£ 1,800.00
£ -	Grants	£ -	£ -
£ -	Interest	£ -	£ -
£ -	VAT	£ 120.00	£ -
£ -	Other	£ -	£ 1,081.13
£ 3,500.00	TOTAL INCOME	£ 3,720.00	£ 2,881.13
EXPENDITURE			
£ 1,354.98	Clerks Salary	£ 1,450.00	£ 689.04
£ -	HMRC	£ -	£ -
£ -	Clerk's Homeworking Allowance and Travel Expenses	£ 50.00	£ -
£ 76.67	Admin Expenses (stationery, postage, internet, etc)	£ 150.00	£ 11.94
£ 990.00	Grass cutting	£ 1,000.00	£ 265.00
£ -	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	£ 105.00
£ 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	£ 34.40
£ 3,028.78	TOTAL EXPENDITURE	£3,650.00	£ 1,445.38
Actual Balance of Accounts at 31 March 2021		Forecast Balance of Accounts at 31 March 2022	Actual Balance of Accounts Year To Date
£ 2,865.34	Current Account Balance	£3,002.06	£4,301.09
£ 1,250.00	Ringfenced funds *	£1,250.00	£2,331.13
£ 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
£ 1,115.34	TOTAL DISPOSABLE FUNDS	£252.06	£469.96

* 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)	£1,081.13
	<u>£2,331.13</u>