

WOLVERTON PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 17th March 2020 at 7.30pm at Wolverton Church Hall.

1. Record of members present: Cllrs Easterbrook, Chair; Cllr Wynn-Evans; Cllr Anthony; Cllr Phillips; Cllr Murphy; K Hollinrake, Clerk. County Councillor Horner for part of meeting
2. Minutes of the meeting on 21st January were agreed and signed by the Chair
3. Declaration of pecuniary interest – none
4. Induction of councillors – ongoing
5. Matters arising from meeting on 21st January:
 - a. Register of Members' Interests – all forms completed and returned to Monitoring Officer
 - b. Communication with parishioners. Clerk sent email seeking permissions
 - c. Charging for Green Bins – Cllr Easterbrook updated the meeting. Cllr Wynn-Evans to put information in Parish Magazine
 - d. New auditor. Clerk has provided Ms Lewis with initial information
6. Coronavirus pandemic. The meeting discussed advice from WALC on the implications for the ongoing operation of the Council. The aim will be to maintain the effective running of the Parish Council, to support parishioners and comply with ongoing guidance/changes in procedural requirements

The meeting discussed ways in which to best support the community. **Cllr Easterbrook to investigate a WhatsApp based system; and discuss with Ms Livingstone to coordinate with existing support networks**

The meeting noted that Standing Orders enable the Clerk to authorise spending between meetings against items identified in the budget when setting the precept.

The meeting decided the following:

Proposal	Proposer	Seconded	Outcome
Extraordinary payments, arising between meetings, shall be delegated to two councillors (Cllr Easterbrook and Cllr Anthony), subject to prior authorisation of the payment by the Clerk. Any such expenditure to be recorded at the subsequent meeting.	Cllr Easterbrook	Cllr Anthony	Unanimously agreed
Decisions on responses to planning consultations shall be delegated to Cllr Wynn-Evans; or Cllr Phillips; or Cllr Anthony to be made after consultation with all Councillors. If necessary, the final decision on if to respond and how, shall be made by the Chair, taking reasonable account of all the views of all Councillors	Cllr Wynn-Evans	Cllr Murphy	Unanimously agreed

Clerk to keep Councillors informed as new advice becomes available, with the aim of maintaining operations as far as possible, albeit virtually

May AGM/APM to be postponed. Clerk to place notices on boards and website

7. V.E Day. No plans, given the circumstances

8. Grass verge cutting – Cllr Wynn-Evans to progress

9. Grant funding. Cllr Murphy to act as lead Councillor.

10. Financial management. Clerk had circulated revised Risk Management, Financial Procedures and Code of Conduct. These to be discussed at the next meeting. Cllr Easterbrook to add section on online banking procedure to Financial Procedures

11. Review of Parish Plan. Cllr Anthony updated the meeting, 55 questionnaires returned to date. All to follow up outstanding returns from designated households. The aim, if possible, is to collate results in time for May APM/AGM

12. Review of Standing Orders. Ongoing.

13. Review of Policies and Procedures. **Clerk to forward to Cllr Wynn-Evans a list of essential policies. Cllrs to complete policies, as agreed at January 2020 meeting**

14. Councillor training – deferred

15. Report from County Councillor Horner – received with thanks

16. Report from District Councillor Richards – none

17. Planning matters

a. Village Green. Easement no longer required. **Clerk to pursue proof of ownership**

b. CIL - no further information

c. Applications and decisions

Application Number	Applicant	Application	WPC Comment	SDC
19/03321/VARY Sunnyside Wolverton Fields	Mr & Mrs Bellew	Removal of condition no.11 of planning permission 16/04014/FUL for reinstatement of permitted development rights	WPC objection withdrawn	Agreed
19/01618/OUT Land at Gannaway Farm	Mr Horner	Outline planning for 12 affordable homes	Objection raised	
20/00420/FUL Manor Farm	Mr & Mrs Goulding	Removal of porch, creation of rear entrance lobby; new roof lights	None	
19/03378/FUL Wolverton Hill	Mr A Breen	Two storey side extension; retrospective permission for two rear dormer windows and skylights	No objection	
20/00535/FUL Wolverton Primary School	Mrs Thirlaway	Change of use from agricultural land to school playing fields	No objection on planning grounds. No response	

18. Finance

- a. Balance on 15th January 2020 = **£2,668.97**
- b. Expenditure since last meeting:

Payee	Reason	Amount £	Total
Clerk	Wages	111.54	111.54
ICO	Data protection	35.00	146.54
1&1 internet	Web provider	14.38	160.92

c. Balance on 28th February 2020 = **£2,508.05***. Cllr Phillips signed the bank statement as an accurate reconciliation

- d. Proposed expenditure

Payee	Reason	Amount £	Total
Clerk	Wages	111.54	111.54
I&1	Web provider	2.39	113.93
WALC	Guidance material / books	14.50	128.43

19. Future meeting dates - postponed until further notice

The meeting closed at 9.40pm

Signed ----- Chair

Date-----

* WCC £1,000 grant & WPC £250 donation for community space/churchyard fencing retained until needed.