

## WOLVERTON PARISH COUNCIL

### Minutes of the meeting held on Tues. 19 March 2019 at 7.30pm in Wolverton Church Hall

#### 1. Record of Members present:

Cllr. D Stone Chairman, Cllr. S Easterbrook Vice-chair, Cllr. P Anthony, Cllr. James Wynn-Evans, plus 1 member of the public.

Following the resignation of the Clerk at the end of February, Cllr. Stone assumed the role of Acting Clerk and took the minutes. In anticipation of succession, Cllr. Easterbrook chaired the meeting.

#### 2. Apologies for absence:

Apologies were received and accepted from Cllr Wood, who was out of the country.

County Cllr. J Horner and District Cllr. P Richards were not present.

#### 3. Declarations of Pecuniary Interest:

There were no declarations of interest.

#### 4. Approval of the minutes of the meetings held on 22 January 2019

The minutes of the meeting held on 22 January 2019 were approved for signing by the Vice-Chairman.

#### 5. Public Participation

Public participation was deferred to the end of the meeting.

#### 6. Matters arising

- a. Emergency Plan – Cllr. Easterbrook outlined plans for a phased distribution of the survey form, initially using the WPC website, then by email to local contacts, and finally door to door. Councillors approved this approach.
- b. Tree inspection – Following WPC's acceptance of the quote from Forestry Services, the planned inspection was still awaited. Cllr Stone had sent a reminder and was awaiting a response from their tree inspectors.
- c. Housing Needs Survey – survey forms (98) had been distributed to each occupied premises in the Parish. WRCC reported that returns were beginning to arrive at their offices. It was noted that Claverdon Community Land Trust were exploring the possibility of building up to 12 affordable homes off Curlieu Lane, in response to their Housing Needs, and Claverdon's service village status.
- d. Grass mowing contract – Two quotations had been received. Councillors agreed to accept the cheapest.

**Action: Cllr Stone to pursue a signed copy of the contract.**

#### 7. Report from County Cllr. J Horner (*February report circulated*)





The February report concentrated on County Council budget proposals and Government funding (see The Parish Magazine for the verbatim report).

**8. Report from District Cllr. P Richards**

No report had been received since the last meeting.

**9. Appointment of clerk**

Expressions of interest had been received from two experienced Clerks. Councillors unanimously favoured appointing a local candidate known to parishioners and familiar with SDC procedures. Cllr Stone presented National Pay Scales for 2018/19. It was agreed to offer a rate equivalent to that received by the previous clerk. Cllr. Easterbrook agreed to follow through to contract.

**Action: Cllr Easterbrook to make a formal offer to the selected candidate and agree terms in accordance with the Council's appointment decision.**

**10. Arrangements for May elections**

Cllr Stone explained the nomination process, handed out Nomination Packs to Councillors present and asked for completed paperwork to be returned to him ASAP for checking and insertion of the electoral roll numbers of the candidates' proposer and seconder. Cllr Stone offered to hand-deliver nomination papers to SDC Electoral Office by the deadline of 4.00 PM Wednesday 3 April.

**11. Arrangements for review of policies and procedures**

A list of existing policies and procedures was circulated. Cllr Easterbrook would consider sharing 'ownership' of individual policies amongst Councillors after the new council takes office.

**12. Planning Matters**

19/00398/AGNOT: target date for SDC determination has been revised to 9 Apr. No WPC action required unless aware of evidence of non-compliance with AGNOT requirements.

WPC are aware of two ongoing enforcement investigations for alleged breach of planning requirements or planning conditions. No action required unless request received from SDC enforcement officer.

**13. Finance**

a. Financial statement of accounts to date (*circulated 14 Mar 19*). No questions.

b. Bank Balance at 28 Feb 2019 £2195.34 confirmed

c. Expenditure approved unanimously for:

Budgeted contribution to Wolverton Churchyard upkeep	£125.00
Budgeted donation to Norton Lindsey Playground	£125.00
Hall hire 5 WPC meetings 2018	£ 30.00

**Action: Cllr Stone to take action to update the access to the Council's bank account as soon as possible following the changes to the Clerk role.**

**14. Correspondence**





The following were noted:

30 Jan: Social prescribing workshop on 2 Apr  
 1 Feb: Notification of Claverdon Neighbourhood Plan consultation  
 1 Feb: Gypsy & Travellers Accommodation Assessment survey  
 1 Feb: WALC Newsletter Feb 2019  
 8 Feb: SDC Supplementary Planning Document  
 20 Feb: SDC Revised Planning Chart  
 25 Feb: Arden Clerks & Chairs meeting 27 Mar  
 28 Feb: Licensing Workshop 28 Mar  
 1 Mar: WALC Newsletter Mar 2019 No action required  
 4 Mar: Additional Gritting

No action required.

#### 15. Future meeting dates

Tuesday 14 May – 6.30pm AGM followed by the Annual Parish Meeting at 7.30pm  
 Tuesday 23 July 2019  
 Tuesday 17 September 2019  
 Tuesday 19 November 2019  
 Tuesday 21 January 2020  
 Wednesday 17 March 2020

The formal meeting closed at 9.00 pm

#### OPEN DISCUSSION WITH PARISHIONERS

As Cllr. Stone was retiring at the May elections, a member of the public thanked him for his 40 years of continuous service as a Wolverton Parish Councillor, for much of this time as Chairman. In response Cllr. Stone said that it had been a pleasure and he had enjoyed serving the community.

Signed:



Date:

14 MAY 2019

Designation:

