

WALGRAVE PARISH COUNCIL

Chairman: Alan Staples Clerk: Lorna McGoldrick

Minutes of Walgrave Parish Council Meeting held on:

Monday 17th May 2021 at 7.30pm in the Baptist Chapel Schoolroom, Gold Street

Councillors Present:

Cllrs Alan Staples (Chair) (AS), Tom Althorpe (TA), Barbara Evans (BE), Craig Evans (CE), Mike Graham (MG), Adam Merchant (AM)

Clerk – Lorna McGoldrick

Meeting commenced at 7.30pm

22/015	Election of Chairman Cllr B Evans chaired the elections for the Chairman. Council resolved to elect Cllr Staples as Chairman. Cllr Staples signed the Declaration of Office.
22/016	Election of Vice Chair It was resolved to elect Cllr Althorpe as Vice Chairman. Cllr Althorpe signed the Declaration of Acceptance of Office Cllr Staples thanked Cllr B Evans for her time as Vice Chairman.
22/017	Conduct a Public Session: None
22/018	Record Attendance, absence and apologies: No apologies
22/019	Record any Declarations of Interest: None
22/020	Result of local elections: To note that Walgrave is now in Moulton Ward, 3 Councillors were elected, Cllrs Daniel Cribbin, Mike Warren and John Shephard. There are 12 Parishes in this ward.
22/021	Approval and signing of the minutes – Members Resolved to approve the Minutes of the meeting of the Full Council held on Monday 12 th April 2021
22/022	Action Points for Action and Tracking: Closed: 22/006 planning applications responses; 22/009 Cllr Graham has completed the cost/benefit analysis; 22/009 Information from E.on passed to Cllr Graham; 22/012 Fly tipping reported to DDC and west Northamptonshire; 20/012 Soil on verges, Cllr Staples has addressed this issue; Ongoing: 20/132 awaiting quote for renumbering the Street Light columns and information on the lifespan of the lamps 21/139 address the fence to the moated site with the Village Hall Committee
22/023	Vacancies and Co-option: Members resolved to Co-opt Neil Gibbs onto the Council to fill one of the 2 Councillor vacancies, he duly signed the Declaration of Acceptance of Office. Cllr Staples thanked both Julie King and Jane Adams on behalf of the Council for their support and good work whilst on the Council.
22/024	Consider Governing documents: Councillors reviewed the documents and Resolved to approve Standing Orders, Financial Regulations, Code of Conduct and Risk assessment, GDPR, Data Protection (NCALC current data protection Officer)
22/025	Asset Register: Councillors reviewed the Asset Register and Resolved to approve

22/026	<ul style="list-style-type: none"> • Planning: Current applications can be reviewed on the Parish Council Website DA/2021/0336 Listed Building Consent for conversion to car-port to outbuilding including insertion of doors and windows, Cross Lodge, 1 Old Road, Walgrave Northamptonshire NN6 9QW DA/2021/0223 Conversion of outbuilding to office/general purpose room. Cross Lodge 1, Old Road, Walgrave, Northamptonshire, NN6 9QW Councillors Resolved to support this application as this is good use of an unused storage area which will be converted to provide a home office that allows the applicant to work from home whereby reducing their carbon foot print. The roof will be repaired and will stop rainwater leaking on to the existing listed wall, which is suffering from water damage. <p>To receive update, see appendix 1 Applications received since the publication of the Agenda</p>
22/027	<p>Annual Internal Audit:</p> <p>a) Annual internal Audit Report 2020-2021: It was Resolved to approve the Internal Audit Report for 2020/2021 and the suggestions were noted.</p> <p>b) Section 1 Annual Governance Statement, Annual Governance and Accountability Return 2020-2021 Part 3: It was Resolved to approve section 1 Annual Governance Statement, Annual Governance and Accountability Return 2020-2021 Part 3</p> <p>c) Section 2 Accounting Statements, Annual Governance and Accountability Return 2020-2021 Part 3. It was Resolved to approve Section 2 Accounting Statements, Annual Governance and Accountability Return 2020-2021 Part 3</p> <p>d) Year end Accounts 31st March 2021. It was Resolved to approve the year end accounts including Bank Reconciliation.</p>
22/028	<p>Finance, Administration and Governance Related Matters</p> <p>1. Council Resolved to approve the Bank reconciliation £53,707.21</p> <p>2. Council Resolved to approve payments to the sum of £3619.03 and Resolved to agree payments shown below: Clerk salary £432.00 (May) Clerk Expenses £38.00 (May) Total: £470.00 2Commune £480.00 E.on £585.83 Aylesbury Mains £73.20 TJ Whittaker £1005.00 March/April TJ Whittaker £1005.00 April/May Total: £3149.03</p> <p>4. A review of performance against budget had been circulated to all Cllrs. Cllr Staples gave a synopsis, stating that the Council's finances are in line with the budget.</p>
22/029	<p>Administration and Governance related matters:</p> <p>a) Councillors unanimously Resolved to consent to receiving Agendas, Minutes and Documentation via email.</p> <p>b) Cllrs were advised that they should have a dedicated email address for Parish Council business.</p> <p>c) Cllr C Evans was appointed Internal Control Officer</p> <p>d) Members Resolved that the Council qualified to use the General Power of Competence</p>
22/030	<p>Approval of salary increase: Members Resolved to approve a Spinal Point incremental increase on the Clerk's Salary following completion of the CiLCA qualification.</p>
22/031	<p>Street Light Working Party: The Working Party has now completed the tasks agreed. A risk benefits report has been sent to all Cllrs. Council was given three options for consideration</p>

	<p>It was decided to defer this decision for further discussion at the meeting in June.</p> <ul style="list-style-type: none"> a) do nothing b) Upgrade all the Lights c) Take a staggered approach to the upgrade
22/032	<p>Committees and Working Parties:</p> <p>Finance Committee: It was Resolved that Cllr C Evans would join the Finance Committee, current members Cllr Staples, Cllr Graham and Cllr B Evans.</p> <p>Cemetery Working Party: Cllr Staples, Cllr B Evans and Cllr Graham to continue with the Cemetery extension.</p> <p>Pocket Park Working Party: Cllrs agreed to advertise in the Newsletter for residents interested in becoming involved.</p> <p>Tree wardens: It was also agreed to advertise for Tree wardens.</p> <p>Footpath Wardens: advertise for Footpath wardens</p> <p>It was agreed that parameters for the work to be undertaken, as well as job description should be drawn up for Volunteers.</p> <p>Groove on the Green: Cllr C Evans is on the committee and they would like a representative from the Council, it was Resolved that he would represent the Parish Council</p> <p>Walgrave PC and Walgrave Wellbeing Centre: There has been little activity over the last year however Council agreed that the Parish Council should liaise with this Charity</p> <p>Walgrave Charity Committee: Cllr B Evans to speak to Committee chairman to ask if a Parish Councillor should be on the Committee</p> <p>Land Mapping Working Party: Cllr B Evans and Cllr T Althorpe</p>
22/033	<p>Correspondence: to agree response/action to correspondence received.</p> <p>Shop – A member of the public asked if there was anywhere that could be used for a shop. Cllrs had not been able to find a suitable location.</p> <p>Anglian Water – They want to include ponds, streams and ditches owned by the Parish Council in a monitoring network to inform the Pitsford Water Friendly Farming Project. The clerk to forward the correspondence to Cllrs.</p> <p>Scouts – Cllr Althorpe is the Assistant County Commissioner for Cubs in Northamptonshire advised that the Holcot and Walgrave Scout Group, which was started 18 months ago is facing difficulties. The Scouts as an organisation over the County has lost members and staff over the last year. One of them is the Holcot and Walgrave Scout Group, which started 2 years. The Scout Commissioner Dean Smith is assigned to help Holcot and Walgrave. He would like to talk Council at the next meeting to see if there is anything that WPC can do to help. They are looking of venues in the village where they could hold events</p>
22/034	<p>Regular Reports:</p> <p>Ground Maintenance: Tim Whittaker and his Team are doing a good job.</p> <p>Highways: Cllr Althorpe had circulated a report on the Quiet Lane to Cllrs. Cllr B Evans asked for Sheldon’s Lane to be on the next Agenda.</p> <p>Police: Cllr Adams attended an initial meeting and the report from this meeting has been circulated to all Cllrs</p> <p>Village Hall: The number of bookings are picking up. Financially the Village Hall has benefitted from grants from Daventry District Council and Northamptonshire County Council</p> <p>Cemetery: The Working Party is continuing to work on the cemetery extension.</p>
22/035	<p>To receive Councillor and Sector Reports:</p> <p>Cllr Graham advised that a tree has been damaged by a delivery truck on The Green near Springfield road, Cllr Hamilton to investigate</p> <p>Cllr Hamilton reported that his work to aid the water to flow into the drainage ditch off Northall Road has not fixed the flooding problem. Further investigation is require</p>
22/036	<p>Agenda: requests for items to included on the Agenda for the next meeting</p>

22/037	Next Meeting: Monday 14 th June 2021 7.30pm
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Meeting closed: 9.30pm

All reports can be made available upon request to the Clerk

Signed that the minutes are a true and accurate record

Chair:

Dated:

Future Meetings 2021
Monday 12th July
Monday 13th September
Monday 11th October
Monday 8th November
Monday 13th December

Appendix 1

Planning Applications

Decided:

DA/2020/0860

Outline planning permission for the construction of a detached annexe to be used as incidental use to the main dwelling (all matters reserved other than access) (resubmission of DA/2020/0182). Land At Highfield, Sheldons Lane, Walgrave, Approved – 22nd April, 2021

DA/2021/0119: Demolition of existing rear extension. Construction of larger single storey rear extension (revised

scheme) Greenside, Kettering Road, Walgrave, Northamptonshire, NN6 9PH

Approved – 13th May, 2021

Awaiting Decisions:

DA/2021/ 0234: Single storey rear extension, 11, Amber Drive, Walgrave, Northamptonshire, NN6 9RW

Appendix 2

ACTION POINTS

Agenda item	Who	Action Point
22/026	Clerk	To respond to Planning Application DA/2021/0336 & DA/2021/0223
22/032	Clerk	Devise a job description for committee volunteers
22/032	Cllr Evans	To contact the Chair of Walgrave Charity Committee
22/033	Clerk	To send out Anglian Water information
22/035	Cllr Hamilton	To check tree damaged by delivery truck

POINTS FOR TRACKING

Agenda item	Who	Action Point
20/132	Clerk	Obtain a quote for renumbering the Street Light columns & the expected life span of the lamps – Aylesbury Mains
22/011	Clerk	Chase Highways re stile repairs.
21/139	Cllr C Evans	To discuss fence at Moated site at next Village Hall meeting