

Minutes of Walgrave Parish Council Meeting held on

**Monday 9th April 2018 at 7.30pm in the Baptist Chapel
Schoolroom, Gold Street**

Councillors Present

Meg Timlin (Chair) Mike Graham (Vice Chairman), Barbara Evans, David Gwinn, Brian Hamilton, Julie King, Sue Phelan, Andrew Street

Clerk – Rosie Warne

Public in attendance: 0

Meeting commenced at 7.34pm

- 18/073 Apologies:** to receive and accept apologies and to approve reasons for absence.
Councillor Dillon absent from the meeting
- 18/074 Declarations of interest:** to receive any declarations of interest under the Council's Code of Conduct related to agenda items: None
- 18/075 Approval and signing of the minutes:** to approve and sign the minutes of the meeting 12th March 2018 – Minutes were approved by the Council and signed by the Chairman
- 18/076 Public address to the Council:** none
NHW – Fay Knight – none
- 18/077 Action points/points for tracking:** to receive report
The following action points/points for tracking were completed and closed: **18/17, 18/054, 18/058, 18/062, 18/064, 17/201.4**
The following action points/points for tracking remain outstanding: **17/174.5, 18/037**
- 18/078 Correspondence: to agree response/action to correspondence received**
Matters arising from circulated red wallet. None.
Northamptonshire Police – additional police officers patrolling Northampton including personal safety recommendations
DDC MBBH meeting 12th April 2018 – Noted and Clerk to send apologies
Western Power Tree Works – Councillors agreed permission for works to be undertaken

- 18/079 Planning**
 To consider and agree a response to:
DA/2018/0182 The Langham, Gold Street, Walgrave, Northamptonshire, NN6 9QE – single storey rear extension – councillors considered the plans and there are no objections, however, it is noted that the plans did not include a block plan and there was no clear orientation
 1. **To receive update and agree any actions regarding undetermined applications, including but not limited to:**
DA/2018/0062 – single storey side and rear extension at Walgrave Village Hall, Newland Road, Walgrave – Approved
DA/2018/0017 – single storey rear extension at 2 Swedish Houses, Rectory Lane, Walgrave – approved
DA/2018/0113 – Construction of agricultural building at land of Walgrave Road, Holcot (not Walgrave Parish) – Councillors discussed this and agreed the the following would be submitted to DDC with a copy to Holcot Parish Council:
 This application has been drawn to the attention of the Parish Council due to its close proximity and the Parish Council are concerned about the potential damage to the medieval footpath and also on the horizon of both Walgrave and Holcot
- 18/080 Cemetery (working party, maintenance and extension)** – Councillor Street advised that there is no further information regarding the extension but he will be contacting the land agent for an update. The working party will be getting quotes for the repair/replacement of the wall and once received will be discussed further with the Parish Council
- 18/081 Cemetery – memorial repairs: Stamps and Co been requested to undertake an inspection and awaiting report** – No response received to date and Clerk to chase
- 18/082** Councillors needed for Finance Committee, Tree Warden, VH&PFA rep, Highways and Chairman
Finance Committee – Councillor Graham proposed Councillor Phelan, this was seconded by Councillor Hamilton and all Councillors in agreement
VH&PFA Rep – Councillor Evans agreed to undertake this duty for a year
Highways – Councillor Evans advised that she would be able to continue this duty on her own
Chairman – Councillors discussed this in preparation for the Annual Meeting of the Parish Council in May and it was expressed that Councillor Graham would make a good Chairman with the support of Councillors Evans and Phelan as Vice Chairs
Sectors – Councillors discussed the covering of both Councillor Timlin and Councillor Gwinn’s sector areas and agreed amendments – Clerk to update Sector document
- 18/083 Mowing Contract - To discuss and agree amended contract and recommendations from Maximow** – Councillor Graham circulated a proposal prior to the meeting and following discussions Councillor Gwinn seconded this proposal. The vote for this was 6 in agreement and one abstention
- 18/084 Emergency Plan update** – Councillor Timlin provided an update and advised that there is a need to contact various residents and she will liaise with the Clerk
- 18/085 GDPR – update** – Clerk advised that NCALC are prepared to undertake the role of DPO for the first year FOC and the Parish Council agreed to accept this proposal. Parish Clerk gave an overview of actions which need to be taken and that these will be undertaken in May

18/086 Footpath working party – Following Councillor Evans providing a general background on the establishment of this working party back in 2016, it was agreed that Alicia Schofield will Chair this working party and that Councillor Hamilton will be the Parish Council representative. The working party’s remit is to look at the Parish Plan proposals and to then report back to the Parish Council with what would be possible including timescales and costings

18/087 Whiterock Homes – Parish Council wish list – Clerk requested to put forward the following items for the wish list - trees to be planted within the hedging in and around Poachers Close, books for the library and Whiterock to liaise directly with the school, play equipment for the village hall/Muddy Boots and Whiterock to liaise directly with VH&PFA and daffodil bulbs

18/088 NCC and District Council updates – discuss if this should be a regular agenda item - Councillors discussed this and decided that this does not need to be a regular item as any articles/information received from DDC/NCC is published on the website or discussed at Parish Council meetings. Residents with specific concerns should either speak to the Sector Councillors or directly with DDC/NCC

18/089 Loss of off peak bus service – Councillor Street provided an overview of the concerns regarding the loss of this bus service and gave an update on what proposals WWC are currently considering. Following discussion it was agreed that the Clerk would write to surrounding villages who are served with the 10/10x and ask what they are proposing. Clerk to also write to WWC to ask for them to provide the Parish Council with their suggestions to alleviate this problem and once in receipt of a proposal the Parish Council can see how they can work with and support WWC’s proposal

18/090 Finance

1. **To receive financial report** – Councillors agreed the financial report
2. **Councillor to verify bank reconciliation and to report to Council** – Councillor Phelan reported that bank reconciliation has been verified
3. **To review budget against performance** – Councillors in agreement and no problems anticipated
4. **To approve payments** and Chair and other to sign payments as listed and totalling £961.54 Listed payments approved by Council and signed by the Chair.

£480.15	Clerk salary February £394.00 Clerk expenses February £38.00 Clerk travel expenses 2 x £14.85 = £29.70 (main meeting and cemetery – grave marking) and £18.45 (Cemetery training at Moulton)	1434
£343.64	Maximow – 50% for cemetery works	1435
£137.75	Lonsdale - newsletter	1436
£961.54	Total	

18/091 Councillor and Sector. To receive report and agree actions:
Councillor King reported cyclists looking to access the Pocket Park and Councillors to monitor
Councillor Phelan advised that she continues to report pot holes

18/092 Regular reports: to receive any other reports *for information only*.
WWC – Councillor King provided an update of the recent coffee morning at which 40+ residents attended and WWC are considering making this a regular event. A new calendar of events has been issued and annual accounts have been completed

18/093 **Agenda:** to request items for inclusion on the agenda for the next meeting:
Noted that the meeting in May is the Annual Meeting of the Parish Council
Agenda items - Website editorship, Aylesbury Mains (streetlights)

18/094 Forthcoming meetings:
To note the date of the next meeting: Annual Parish Meeting 23rd April, Annual Meeting of the Parish Council 14th May 2018
To note the date of the meetings for 2018: 11th June, 9th July, 10th September, 8th October, 12th November, 10th December
Finance Meeting – 16th April 2018
Meetings commence at 7.30pm in the Baptist Chapel, Gold Street.

18/095 Councillor Evans proposed a vote of thanks to Councillors Timlin and Gwinn for their considerable contribution and efforts for Walgrave Parish Council on the occasion of their retirement as Councillors. Members responded with a round of applause

Meeting closed by 9.20 pm

All reports can be made available upon request to the Clerk

Signed that the minutes are a true and accurate record

Chair _____

Dated _____

ACTION POINTS AND POINTS FOR TRACKING
FOLLOWING MEETING

ACTION POINTS

Agenda item	Who	Action Point
18/078	RW	To email apology to OMBHH meeting
18/079	RW	Email concerns to DDC with copy to Holcot Parish Council
18/082	RW	Clerk to update records for various Sectors and duties
18/083	RW	Mowing contract – Clerk to write to Maximow to accept their quote and for them to proceed with the grass cutting
18/085	RW	To accept NCALC as DPO
18/087	RW	Wish list to be emailed to Whiterock Homes
18/089	RW	Loss of off peak service – Clerk to write to WWC and other Parish Councils
18/094	RW	Finance meeting agenda

POINTS FOR TRACKING

Agenda item	Who	Action Point
17/174.5	RW	Clays Court – Works expected in April and to continue to monitor – no work undertaken Clerk to chase
18/037	MT/BE	To review Emergency Plan and update information
18/056	RW	Gravestone repairs/maintenance – Clerk to contact Stamps of Market Harborough for them to undertake an assessment and provide recommendations