

# Warkton Parish Council



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Date: 25<sup>th</sup> January 2023

To: All Parish Councillors

From: Mrs R Cole, Clerk to Warkton Parish Council

Dear Councillor,

You are hereby summoned to attend the **Full** Parish Council meeting to be held on **Wednesday 1<sup>st</sup> February 2023** at **7.00pm** at **Warkton Village Hall**, Church Street, Warkton, Kettering NN16 9XH when the under mentioned business will be transacted.

## AGENDA

- 23/006 Apologies:** *To receive and approve apologies for absence*
- 23/007 Public address to the council:** *Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting. Actions/decisions can only be made for items listed on the agenda*
- 23/008 Minutes:** *To receive and approve for signature the minutes of the Full Parish Council meeting held on **Wednesday 2<sup>nd</sup> November 2022** & Extraordinary Parish Council meeting held on **Friday 6<sup>th</sup> January 2023***
- 23/009 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:** *Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business*
- 23/010 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 23/011 Correspondence:** *To receive correspondence and actions arising*  
**Email 18/01/2023.** *Consultation on ward boundaries for North Northamptonshire. Ends 6<sup>th</sup> March 2023*  
**Email 15/12/2022** *North Northants Council. Peer Review - transformation of work within the planning service*

**Post 08/12/2022.** Buckingham Palace. Card received thanking Warkton Parish Council for their condolence letter

**Email 06/12/2022.** North Northants Council. Invitation to attend LAP meetings The Local Area Partnerships (LAPs)

**Email 21/11/2022.** Northants Police. Paul Cash is the new Neighbourhood Inspector for Corby/Kettering Rural area

- 23/012 Planning:** To receive any new applications and actions arising
- NK/2021/0292** Outline Application (EIA): This application is accompanied by an Environmental Impact Assessment. Hanwood Park, Cranford Road, Kettering  
All matters reserved for the erection of up to 3,386 dwellings, including associated schools, district and local centres, hotel, healthcare, employment, formal and informal open space, including play facilities, roads and associated infrastructure. Response date 09/02/2023
- NK/2022/0802** Full Planning Permission: Erection of greenhouse, St Edmunds House, 33 Warkton, Warkton Village. Response date 11/02/2023
- NK/2022/0803** Application for Listed Building Consent: Erection of greenhouse, St Edmunds House, 33 Warkton, Warkton Village. Response date 11/02/2023
- 23/013 Common Land:** To understand the piece of common land registered CL30 & CL31
- 23/014 King Charles III Coronation:** Saturday 6<sup>th</sup> May 2023 - To receive update
- 23/015 Training:** To note Cllr Cullinane - NCalc 'Off to a Flying Start' 27/04/23 £44.00 net

#### To receive updates/reports:

- 23/016 Road Safety & Highways:** To receive updates  
Fencing 6 Row  
Footpath Bridge  
Road Bridge
- 23/017 Boughton Estates Parish Works:** To receive update on works
- 23/018 Queen's Platinum Jubilee Tree:** To confirm where and when planted
- 23/019 Jubilee Orchard (was Community Orchard):**  
Email to Chair 05/12/2022 requesting a memorial tree/bench be planted in the Orchard in relation to family members being buried at the Church from 1840s onwards
- 23/020 Footpath Warden:** To receive update
- 23/021 Strategic Town & Parish Forums :** To receive update on meeting attended by Cllr Cullinane 06/12/2022

#### Finance

- 23/022 Insurance:** To note that the annual insurance expires 31 May 2023 and approve renewal via email
- 23/023 External Auditor:** To note PKF Littlejohn has been appointed external auditor for the 5-year period until 2026-27
- 23/024 Internal Auditor:** An internal auditor is required for financial year end March 2023. Approval required to approach NJ Searle who completed our last two audits
- 23/025 Asset Register:** To approve asset register in readiness for year end
- 23/026 Northants Acre:** Email 05/01/2023. Northants Acre annual subscription will be increased by £7.00 to £42.00 to cater for VAT charges

**23/027** **VAT:** *To note clerk had submitted a return for the period 01/02/2022 to 31/12/2022 of £102.09 which has now been received*

**23/028** **Bank Balance:** *To receive and approve balance at bank and reconciliations*

**23/029** **Future Payments:** *Unless a meeting is called between this meeting and May meeting, clerk will require approval via email from councillors to arrange for payments to be made for annual administration charges. These are likely to be Microsoft Renewal, Insurance, Auditor, Clerks Monthly Salary, Wordpress Renewal, ICO Membership, NCalc Membership, CPRE, Northants Acre*

**23/030** **Payments:** *To approve below payments of **£127.30***

|    |       |                 |            |     |         |
|----|-------|-----------------|------------|-----|---------|
| 37 | Clerk | February Salary | 20/02/2023 | S/O | £127.30 |
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**23/031** **Next Agenda Items:** *To request items for next agenda and to note that the next due meeting will be the Annual Parish Council Meeting, Annual Parish Meeting and full Parish Council meeting*

**23/032** **Next Agenda:** *To request items for inclusion on the agenda for the next meeting*

**23/033** **Next Meeting:** *To confirm next meeting Wednesday 10<sup>th</sup> May 2023. Annual Parish Council Meeting, Annual Parish Meeting and full Parish Council - Warkton Village Hall 7.00pm*

Signed: *Ruby Cole*

Date: 25<sup>th</sup> January 2023