

Warkton Parish Council



Clerk: Mrs Ruby Cole
32 Old Road
Walgrave
Northampton
NN6 9QW

Tel: 07881 458801 / 01604 781834

Email: warktonclerk@gmail.com
Website: warktonparishcouncil.org

MINUTES

Minutes of Warkton Full Parish Council meeting held on **Wednesday 9th August 2023** at **7.00pm** at **Warkton Village Hall**, Church Street, Warkton, Kettering NN16 9XH.

Present:

Councillors: Chair J Pettit, Vice Chair R Goodall, Cllr M Cullinane, Cllr V Lamb

Public: 3

Clerk: Ruby Cole

23/073	Apologies: There were no apologies.
23/074	Public address to the council: No public address.
23/075	Minutes: Annual parish council meetings Wednesday 10 th May 2023. Councillors & Clerk were sent an email from Cllr Cullinane 6 th June 2023 highlighting errors in the draft minutes she felt needed correction. Councillors confirmed they had read the draft minutes and email from Cllr Cullinane. Resolved: By majority show of hands it was resolved to approve the draft minutes with the following amendments. 23/046. Council agreed to remove the words - <i>All councillors present in favour</i> 23/049. Council agreed to remove the words - <i>All councillors present in favour</i> 23/067. Council agreed to change the words 'to merge' to 'find out more' Chair amended the minutes and signed at meeting.
23/076	Declarations of Interest: Under the Council's Code of Conduct related to business on the agenda: Members were reminded by email of their duty to update their declaration of interests with any changes to previous disclosure. Resolved: No declarations of Interest to items on the agenda. All Councillors confirmed via email to say there were no changes to their original disclosure.
23/077	Actions Outstanding: See end of Minutes for full update.

23/078	Correspondence: Email 19/07/2023 NCalc Annual Conference Saturday 7 th October 2023. There is no one available to attend this event.
23/079	Councillor Resignation: Cllr Paul Wharin emailed Clerk & Chair with his resignation effective 28 th June 2023. Vacancy notice displayed by NNC and on Warkton website 4 th July 2023. Confirmation from NNC received 28 th July 2023 advising that the co-option process can commence. Resolved: It was agreed that Clerk can commence co-option process and will place notice on website etc to invite applications. Action 23/079.1
23/080	Planning: The below applications were noted. Application No: NK/2023/0318. 31 May 2023. 7 Warkton (land opposite), Warkton Village, NN16 9XJ. Notification of Works to Trees in Conservation Areas G1 Sycamore, Beech and Horse Chestnut - raise crowns of the field edge trees overhanging the road from 5m to 7m; T2 Beech – fell Warkton Parish Council Decision: None Submitted North Northamptonshire Council Decision: Awaiting Application No: NK/2023/0268. 24 May 2023. St Edmund’s Church (land adj.), Warkton, Warkton Village, NN16 9XF. Full Application. Creation of 6 no. parking spaces, 1 no. disabled parking space, 1 no. bus bay on land between St Edmund's Church and No. 13a Warkton and reinforcement mesh surfacing for overflow parking on land adjacent to village hall. Resubmission of KET/2016/0152 Warkton Parish Council Decision: None Submitted North Northamptonshire Council Decision: Awaiting Post Agenda Planning Item: Application No: NK/2023/0472. 9 August 2023. Fedwells Farm (land to rear), Warkton, Warkton Village. Hedgerow Notification: H1 Hedgerow - remove one section of 6m of hedgerow to facilitate the installation of a new water main, where possible existing gaps in the hedgerow at this location will be widened to give the 6m of clearance. Resolved: It was agreed to receive comments on this item via email. Clerk to place on website and a Councillor to place on notice board. Action 23/080.1
23/081	Policies: Adoption of Policies previously circulated. Standing Orders, Financial Regulations, Code of Conduct Resolved: It was agreed to adopt the above policies. Clerk to place on website. Action 23/081.1
23/082	Greenbelt Festival: 24 th – 27 th August. Free tickets - as the value is £50 plus, councillors are required to register and declare to the Monitoring Officer at NNC with a copy to Clerk. Resolved: Cllr Lamb has submitted declaration to NNC Monitoring Officer and Clerk.
23/083	Boughton Estates: Sam Rees was not in attendance to give update. Actions requiring update: <ul style="list-style-type: none"> • Log Seating at Jubilee Orchard • Car Park - Walk Through Gate • Damaged Wall Repair - During the course of the repairs the road has been damaged up to and around the holly tree. Resolved: It was agreed that the Clerk would contact Sam with a list of all items requiring attention. Action 23/083.1

23/084	<p>Police Liaison Rep: Cllr Pettit reported she attended the recent PLR meeting. Although the Northamptonshire Crime rate is fairly high with mainly serious crime, there is nothing relevant to Warkton. However, there is a burnt out car on Pipe Lane and the police have been made aware.</p>
23/085	<p>Neighbourhood Watch: At present there is no Neighbourhood Watch representative in the parish. Resolved: Councillors to approach residents with a view to someone being available to become a coordinator for the parish. Action 23/085.1</p>
23/086	<p>Ward Boundaries: Cllr Pettit & Cllr Goodall attended the Weekley parish council meeting to hear their views on this item. There is a draft proposal in place for new wards in North Northamptonshire which may have potential impact/benefit to Warkton Parish. It is proposed that Warkton Parish would come under the new Geddington and Stanion ward. Although the submission deadline was 7th August 2023, clerk has been given an extension to be able to give the response of Warkton councillors after this meeting. Resolved: Council agreed that a response is to be made in line with the views of Weekley Parish Council. Clerk to write to The Local Government Boundary Commission with our response. Action 23/086.1</p>
23/087	<p>Warkton-Weekley Merger: Following on from the Ward Boundaries review, a Community Governance Review will be undertaken. This is believed to be planned in line with the 2025 elections. Council will wait for this to feed back with the possible merger of the two councils.</p>
23/088	<p>Road Safety/Highways: Update from Ian Boyes.</p> <p>Roadside hedge trimming Highways do not undertake any routine hedge trimming, the vast majority of roadside hedges are boundary features that are maintained by third parties (ie: adjacent landowners). They do get involved if hedges are causing an obstruction and will inform landowners of their duty to keep the highway clear of obstructions. If the requests aren't adhered to the issues are referred to NNC's Regulations Team who follow a formal process that can lead to NNC undertaking the works and re-charging the owner of the hedge.</p> <p>Grass cutting Outside of village 30mph areas this happens 2-3 times during the growing season and the same within villages/small towns where the parishes haven't opted to undertake their own mowing (parish precept payments).</p> <p>Signage Any signs on the Highway have to comply with the Department for Transport's "Traffic Signs and General Directions" document which prescribes which signs and road markings can be used on the highway and what specifications and sizes etc for their design.</p>
23/089	<p>Hanwood Park: Update from Hanwood Park at end of minutes.</p> <p>Working Party: Council reviewed the possibility of Warkton Parish Council taking the lead in this. Resolved: Council do not wish this to be under the remit of the parish council. Residents have formed their own working party. It was agreed that Hanwood Park would be placed on the agenda as a regular agenda item and that a representative from the working party would supply an update for the parish council meetings. It was recommended from the floor that an NNC Ward Councillor should ideally be present at</p>

	parish council meetings. Clerk to formally request attendance for next meeting. Action 23/089.1
23/090	Unregistered Land In Warkton: Cllr Cullinane proposed that the unregistered land in the parish and objects on those parcels of land be clarified as to ownership. Once this has been confirmed Council can discuss the possibility of registering the land to Warkton Parish Council and the implications/benefits of doing so. Resolved: Council agreed that ownership/disownership needs to be confirmed from Boughton Estates. Clerk to contact Boughton Estates for clarification. Action 23/090.1
23/091	Fence - 6 Row: Cllr Cullinane proposed that the ownership/disownership of the land and fence be confirmed in writing from Boughton Estates. Resolved: Council agreed. Clerk to contact Boughton Estates. Action 23/091.1
23/092	Community Engagement: To positively engage with the community Cllr Cullinane proposed the following: <ul style="list-style-type: none"> • A community engagement policy is introduced. • Move the notice board to a more communal/prominent place. • Update the website to be more informative to residents. Resolved: Council agreed to the above which will be further discussed at the next meeting. Clerk to contact Boughton Estates regarding relocation of noticeboard. Action 23/092.1
23/093	Defibrillator: Paul Wharin sent an email to confirm that the defibrillator has been status checked. He also advised he would be happy to continue to monitor the defibrillator and check as required.
23/094	Jubilee Orchard: There are some fruits appearing on the trees. Vic Austen is continuing to monitor and at present there is nothing further to report.
23/095	Civility and Respect Pledge: Council to consider and confirm if they wish to sign up to this pledge. Details circulated to Councillors via email. Resolved: Councillors agreed to sign up to this pledge. Clerk to submit. Action 23/095.1
23/096	Close Meeting: To pass a resolution to close meeting to press and public for confidential item. Resolved: Council agreed to close meeting. Clerk & public left the room
23/097	Confidential Item: Email correspondence from Cllr Cullinane regarding Clerks hours, holiday pay, contract. A minute of the decisions made under this item is kept separately.
23/098	Re-open Meeting: To pass a resolution to re-open meeting to press and public Resolved: Council agreed to re-open meeting. Clerk returned.
23/099	Payments: To note previously approved payments since last meeting £305.70 and payment this meeting £256.65. Resolved: Council approved payments as below £562.35. Invoices signed by Cllr Goodall. Previously approved payments since last meeting noted.

Ref	Payee	Description	Date	Method	Amount
53	Clerk	June Salary	20/06/2023	S/O	£143.85
	Unity Trust Bank	Quarterly Bank Charge	30/06/2023	Direct	£18.00
54	Clerk	July Salary	20/07/2023	S/O	£143.85
55	Northants Calc	Clerk Training	10/08/2023	Online	£50.40
56	Clerk	August Salary	20/08/2023	S/O	£143.85
57	Clerk	WordPress Website Reimbursement	10/08/2023	Online	£62.40

23/100	Bank Balance: Clerk produced previously circulated bank reconciliations for May, June & July 2023 for signature along with above invoices. Balance at bank as at 31 st July 2023 = £4569.44. Including Jubilee Orchard funds £607.12. Resolved: Approved. Signed by Cllr Goodall at meeting
23/101	Next Agenda: Community Engagement, Hanwood Park. Clerk Action 23/100.1
23/102	Next Meeting: Wednesday 1 st November 2023 at 7.00pm Warkton Village Hall. Resolved: Agreed

Clerks Notes:

Councillors have been sent all training information on courses

Meeting Closed: 20:57

Future Meetings:

Wednesday 1st November 2023

Wednesday 14th February 2024

Wednesday 8th May 2024 AGM/APM/Full PC Meeting

Action Points for Tracking**Ongoing Actions**

23/065.1	Clerk	Council Documents: To provide dimensions of storage area required. 9.8.23 Clerk will seek metal storage cabinet for home. Council agreed expenditure of £120.00. Ongoing
----------	-------	---

New Actions This Meeting

23/079.1	Clerk	Councillor Resignation: To commence co-option process
23/080.1	Clerk	Post Agenda Planning Item: NK/2023/0472. Fedwells Farm. To place on website
23/081.1	Clerk	Policies: Clerk to place on website
23/083.1	Clerk	Boughton Estates: To contact Sam with a list of all items requiring attention
23/085.1	All	Neighbourhood Watch: To approach residents with a view to someone being available to become a coordinator for the parish
23/086.1	Clerk	Ward Boundaries: To write to The Local Government Boundary Commission with our response
23/089.1	Clerk	Hanwood Park: To formally request attendance for next meeting

23/090.1	Clerk	Unregistered Land In Warkton: To contact Boughton Estates for clarification
23/091.1	Clerk	Fence - 6 Row: To contact Boughton Estates for ownership clarification
23/092.1	Clerk	Community Engagement: To contact Boughton Estates regarding relocation of noticeboard
23/095.1	Clerk	Civility and Respect Pledge: To to submit
23/100.1	Clerk	Next Agenda: Community Engagement, Hanwood Park

Actions Outstanding from Warkton Annual Parish meeting, Warkton Annual Parish Council meeting & Warkton Full Parish Council Meeting – Wednesday 10th May 2023

23/011.5	Clerk	Northants PLR: To register Cllr Pettit as representative. 9.8.23 Complete
23/019b	Clerk	Log Seating for Jubilee Orchard. To remind Sam Rees
23/050.1	MC	Adoption of Policies: To send to Clerk to amend. 9.8.23 Complete
23/051.1	Clerk	AGAR 2022/23 Certificate of Exemption: To submit to PKF Littlejohn and place on website. 9.8.23 Complete
23/052.1	Clerk	AGAR Annual Internal Audit Report 2022/23: To place on website along with the Exercise of Public Rights. 9.8.23 Complete
23/053.1	Clerk	AGAR Section 1 - Annual Governance Statement 2022/23: To place on website. 9.8.23 Complete
23/054.1	Clerk	AGAR Section 2 - Accounting Statements 2022/23: To place on website. 9.8.23 Complete
23/055.1	Clerk	Meetings: To book meeting dates with Village Hall 7:00pm. 9.8.23 Complete
23/065.1	Clerk	Council Documents: To provide dimensions of storage area required. 9.8.23 Clerk will seek metal proof storage cabinet for home. Council agreed expenditure of £120.00. Ongoing
23/067.1	Clerk	Parish Council: To contact Danny Moody regarding merging of two councils
23/068.1	Clerk	Insurance: To send and pay the renewal. 9.8.23 Complete
23/069.1	Clerk/JP	Payments: To authorise payments at bank. 9.8.23 Complete
23/071.1	Clerk	Next Agenda: Working party for Hanwood Park development, unregistered pieces of land in Warkton, fence – 6 Row, policies, community engagement. 9.8.23 Complete

HANWOOD PARK UPDATE AUGUST 2023

Here is a brief update from our Project Director:

1. Access C has been removed from the development proposals and a pedestrian and cycle link in this location is being explored which can provide connectivity into the Greenway project

and Ise Valley. We are also exploring further ways in which we can promote a wider range of transport solutions in the near time. (Access C in the previously approved scheme was shown crossing the Ise river, intersecting Green Patch and connecting into Elizabeth Road and then onward onto Stamford Road.)

2. We have attended some meetings with Warkton Residents to help identify any heavy goods vehicles associated with Hanwood Park and to require the housebuilders on site to enforce their individual construction management plans and vehicle routing. This issue is a standing item in our co-ordination meetings with the housebuilders and we are looking at additional measures that can help address this specific issue and other matters such as additional monitoring and speed restrictions. We have provided some technical advice following this meeting and remain willing to engage further.
3. We have further developed our masterplan in respect of the ensuring that the district centre provides an appropriate scale of amenity and are now in active discussions to bring forward some of the retail and community uses. In addition, the Department for Education has announced that the proposed secondary school at Hanwood Park will be a mixed-sex school rather than an all-boys school following a active local campaign.
4. We are anticipating holding a further public exhibition later in 2023, potentially October or November however would be very happy to present and engage directly with Warkton Parish Council either ahead of that exhibition or immediately afterwards.

