

Warkton Parish Council



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Date: 23rd February 2024

To: All Parish Councillors

From: Mrs R Cole, Clerk to Warkton Parish Council

Dear Councillor,

You are hereby summoned to attend the Parish Council meeting of Warkton Parish Council on **Friday 1st March 2024** at 7.00pm at Warkton Village Hall, Church Street, Warkton, Kettering NN16 9XH when the under mentioned business will be transacted.

*Members of the public and press are welcome to attend this meeting.
This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.*

AGENDA

- 24/021 Apologies:** *To receive and approve apologies for absence.*
- 24/022 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.*
- 24/023 Councillor Vacancies:** *To receive nominations for Co-option. New councillors to sign 'Declaration of Acceptance of Office' form in order for meeting participation.*
- 24/024 Minutes:** *To receive and approve for signature the minutes of the parish council meeting held on Friday 19th January 2023.*
- 24/025 Declarations of Interest:** *Members to disclose any interests in relation to items on the agenda.*
- 24/026 Actions Outstanding:** *To receive reports on actions outstanding since August 2023 meeting - circulated to Councillors.*

- 24/027 Correspondence:** *To receive correspondence since last meeting (including inquorate period) and actions arising.*
- 20/02/24 NACRE Open Board - Wednesday 6th March 2023 (10:00 - 11:15)
- 20/02/24 Automatic renewal Microsoft 365 Family subscription scheduled £79.99 due to be taken 21/03/24.
- 20/02/24 North Northamptonshire Council LAP Briefing
- 19/02/24 Acre-Parish Councillor Network Event - 13th March 2024 (10:30 - 12:30)
- 17/02/24 Maintenance Work Update - Graeme Thomas
- 14/02/24 King Charles III Portrait
- 07/02/24 NCalc Website Domain suggestion to .gov.
- 05/02/24 North Northamptonshire Council LAP Briefing Meeting 13/14th March – NCalc Free events
- 01/02/24 Kettering East (Urban) LAP
- 19/01/24 LAP Asset Map Tool - The LAP Asset Map Tool's function is to capture, store, analyse, and visualise location-based data
- 29/11/23 Public footpath complaint
- 09/09/23 Parish online invoice - Clerk cancelled subscription
- 08/09/23 On 1st September, BHIB Councils Insurance will become Clear Councils
- 24/028 D-Day Commemoration 06/06/24:** *To discuss if parish council to take part in marking event and activity.*
- 24/029 Planning:** *To receive/note/respond to new planning applications/notices*
- NK/2024/0074: 22/02/24 Chestnut Cottage, Warkton, Warkton Village Notification of Works to Trees in Conservation Areas: T1 Silver Birch - fell and replace with Weeping Birch in new location
 - NK/2023/0552: 24/01/24 Approved WNC - Isebrook Farm, Warkton Erection of workshop for B8 storage to replace agricultural barn.
 - NK/2023/0599: 24/01/24 Approved WNC - Isebrook Farm, Warkton Demolition of agricultural storage building.
 - NK/2023/0789: 09/02/24 Approved WNC - 15 Warkton, Warkton Village Two and single storey side extensions
- 24/030 Boughton Estates:** *To receive update on:*
- Works around the parish
 - Land Registration
 - Fencing 6 Row
- 24/031 20 MPH - Signs:** *To agree location*
- 24/032 Mowing:** *To agree mowing areas and to request quotes to Warkton parish council*
- 24/033 Community Speedwatch/ Traffic Meeting:** *To receive update.*

Finance/Governance

- 24/034 Annual Parish Meeting:** *To discuss action plan for APM Wednesday 8th May 2024.*
- 24/035 Councillor Training:** *It is recommended that all Councillors attend a group training session with NCalc. The cost for this is £270 for a council with 5 seats.*
- 24/036 Bank Signatories:** *To agree which Councillor to be third signatory at Unity Trust Bank.*
- 24/037 Asset Register:** *To approve asset register to date.*
- 24/038 Insurance:** *To note that the annual insurance expires 31st May 2024. To confirm renewal with Clear Councils Insurance (formerly BHIB). (Last year £214.82).*
- 24/039 Internal Auditor:** *To note NJ Searle has been approached to undertake the Councils internal audit FY23/24 and has confirmed appointment. To approve expenditure £50.*

24/040 Payments: *To note previously approved payments since last meeting £196.57. To approve payments £272.45. Invoices to be signed by authorised signatory*

Payments in-between meetings - Last meeting 19th January 2024

Ref	Payee	Description	Date	Method	Amount
68	CPRE	Annual Membership	23/01/2024	D/D	£36.00
69	Clerk	February Salary	20/02/2024	S/O	£160.57

£196.57

Payments this meeting

Ref	Payee	Description	Date	Method	Amount
70	Clerk	Stationery	05/03/2024	Online	£13.89
71	Clerk	March Salary	20/03/2024	S/O	£160.57
72	R Cole	Microsoft	05/03/2024	Online	£79.99
73	Unity Trust Bank	Quarterly Bank Charge	31/03/2024	Direct	£18.00

£272.45

24/041 Year End Accounts: *To note Clerk will implement the accounts for financial year ending 31st March 2024 and circulate to Councillors ahead of the next meeting.*

24/042 Bank Balance/Bank Reconciliations: *To receive and approve for January 24 & February 24. Circulated to councillors via email. Signature required by non-authorised bank signatory.*

24/043 Next Agenda Items: *To request items for next agenda (not AGM).*

24/044 Next Meeting: *To confirm next meeting Wednesday 8th May 2024. Annual Parish Council Meeting, Annual Parish Meeting and Full Parish Council - Warkton Village Hall 7.00pm.*

24/045 Close Meeting: *To pass a resolution to close meeting to press and public for confidential item. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

24/046 Clerk Hours: *To review.*

Signed: *Ruby Cole*

Date: 23rd February 2024