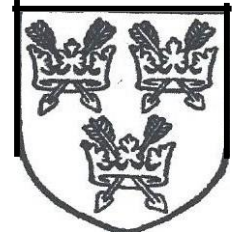


Warkton Parish Council



Email: warktonclerk@gmail.com

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Warkton Annual Parish meeting (meeting for parishioners). Warkton Annual Parish Council meeting & Warkton Full Parish Council Meeting, held on **Wednesday 8th May 2024** at **7:00pm** at **Warkton Village Hall**, Church Street, Warkton, Kettering NN16 9XH

Councillors Present: Chair Mark Rowley, Cllr, V Lamb, Cllr M Cullinane, Cllr C Merrington, Cllr R McCormick

Public Present: Warkton Village Hall Committee Chair - Peter Maddison and 3 others.

MINUTES

Annual Parish Meeting

23/047	Welcome from Chair
24/048	Apologies: Apologies received from Susan and Edward Lamb
24/049	Parish Council Chair Report: No report.
24/051	Parish Council Finance Report: No report
24/052	Annual Report from North Northamptonshire Council: No Councillor attended. No report provided.
24/052	Annual Report from Parish Path Warden: No report provided. Going forward I think this should be part of the Warkton Village Groups?
24/053	Annual Reports from Warkton Village Groups Boughton Estates No report provided.

	<p>St Edmunds Church</p> <p>Following the meeting, Chair shared the report provided by Edward Lamb. Attached to end of Minutes</p> <p>(Cllr Rowley will forward on the report to the councillors and anyone else who attending the meeting that would like to pass on their email address)</p> <p>Jubilee Orchard</p> <p>No report provided.</p> <p>Warkton Village Hall</p> <p>Mr. Maddison reported that the village hall has been a registered charity for a year. This has been beneficial as being a charity has meant that they have been able to save the extra 10% with the rates. The village hall committee oversees the running of the charity and committee is set up to support the village community. It needs to keep solvent and effective. The charity is in a strong financial position with a good reserve in savings as well as a good working balance.</p> <p>The village hall committee have been very aware of pricing and the external pressures that everyone is under and to help have only implemented small cost increases with discounts for village residents. This hasn't deterred anyone as the usage of the hall has increased over recent months to the point where enquiries have had to be declined due to the number of bookings.</p> <p>The village hall committee look after the hall as lease holders. Recently the hall has been decorated and luckily one of the village residents did this for nothing with the committee providing the paint and everyone is happy with how good it looks. The aim is to make sure the hall is somewhere that people want to meet and rent.</p> <p>In addition to the village hall bookings, the committee underwrite the village newsletter which gives the editor confidence that this will be supported if there are any shortfalls with advertising. The village hall committee subsidise every event. On average there is an event every month and these are well supported. Examples of events also include the village Christmas tree and light switch on gathering, quiz nights and film nights. The team are always open to any suggestions for new events.</p> <p>We now have a portrait of the king, the chair asked if it would be possible to hang this in the village hall and Mr Maddison agreed.</p> <p>Chair Mark Rowley asked if there would be any interest in having a mobile post office. It was discussed and agreed that there may no longer be the requirement in Warkton as this had been in place but wasn't utilised. Geddington are looking to run the village shop as a community asset and they are looking to have the mobile post office a few days a week.</p> <ul style="list-style-type: none"> • The details for the Geddington village shop may be worth sharing with Warkton village residents as everyone may like to go to the shop. Cllr Rowley requested to share details.
24/054	Questions from the floor: There were no questions.

MINUTES

Annual Parish Council Meeting

23/055	Election of Chair: Do we have any nominations Cllr Cullinane advised that she is happy to be Chair, seconded by Cllr McCormick; Cllr Rowley and Cllr Merrington in favour; Cllr Lamb against. Resolved: Cllr Cullinane accepted the position and chaired the meeting
24/056	Declaration Of Acceptance of Office: Resolved: Cllr Cullinane and counter signed by Cllr Rowley signed the declaration of acceptance of office form at the meeting. Recently the clerk resigned and the Parish Council currently doesn't have a Clerk. Cllr Rowley advised that because of this, he is recording the meeting, just for the purpose producing the meeting minutes, the recording will then be deleted. Cllr Rowley let the meeting know that he is happy with his experience to support anyone being Chair and the parish council in general and this is why he put his name down for co-option in the first place.
24/057	Apologies: No apologies received.
24/058	Election of Vice Chair: Cllr Rowley asked if everyone is happy for him to be the Vice Chair, which everyone agreed and this was seconded by Cllr Lamb. Resolved: Cllr Rowley accepted the position
24/059	Adoption of Policies Following the departure of the Clerk, the Councillors have reviewed the policies. There are a number that require updating. Cllr Rowley has access to templates which the council can review in advance of the next meeting. With this in mind the adoption of the policies was agreed to be deferred to the next meeting.
24/060	AGAR 2023/24 Certificate of Exemption: Cllr Rowley advised that the details only came to light the same afternoon The Parish Council need to have the accounts looked at by an internal auditor. Historically this was undertaken by Nigel Searle. It was requested that the Council speak with Nigel Searle to see if he has undertaken the audit to confirm that we can be exempt. And if that is the case that the certification documents are deferred for signing to the next meeting. The last action that Richard highlighted was for Ruby reference 24/039. Looking at the bank statement this has not been processed. Cllr Rowley to speak with NCALC to confirm the timings and should this be sooner

24/061	Annual Internal Audit Report 2023/24: Refers to 24/060 above.
24/062	Section 1-Annual Governance Statement 2023/24: Refers to 24/060 above.
24/063	Section 2 - Accounting Statements 2023/24 for Year End: Refers to 24/060 above.
24/064	Meetings: To set meeting dates for the year June 2024 - May 2025 August 2024, Friday 16th November 2024 February 2025 May 2025 AGM/APM/Full PC Meeting Meeting Closed 19.32 hrs

APPROVED

MINUTES

Full Parish Council Meeting

24/066	Apologies: No apologies received.
24/066	Public address to the council: A member of the St Edmunds Church PCC advised that the Church would like to make closer links with everyone so we can tie everyone close together. A parishioner asked if the name of the Chair and Council will now be added to the noticeboard. Action: Agreed that this would happen. A parishioner asked if steps be made to reappoint a clerk. The process was deliberately not started to reappoint a new clerk because there is an agenda item to undertake a review. If for example a review advised that councils would be merged, there could have been too many Clerks. We legally have to have a Clerk.
24/067	Minutes: Full parish council meeting Friday 1st March. Following that meeting the Parish Council have made some amendments to the minutes, and circulated those for review. Resolved: Minutes were approved and signed by Chair at the meeting
24/068	Declarations of Interest: Under the Council's Code of Conduct related to business on the agenda: Resolved: Cllr Merrington – agenda item NK/2024/0117.
24/069	Actions Outstanding: The parish council will work through the compiled list of actions and these don't need to be published at this stage.
24/070	Correspondence: Nothing further received in the Clerks email account for the full parish council meeting.
24/071	Planning Amendment: NK/2024/0117: Replace boundary fence with new 1.8m high brick wall.
24/072	Parish Council: Would Warkton Parish like North Northants Council to undertake a governance review. After the boundary reviews for parliamentary and NNC, the next stage is for NNC to undertake governance reviews. Boundaries will be reviewed regardless of asking for a review. Areas that will be reviewed are: Is the Parish Council suitable for the parish, should Parish Councils merge, are the number of councillors appropriate, and if a review is requested there is another opportunity to look at the boundaries. For example, Geddington have requested a review because they would like to review the number of Councillors due to the high number that are never filled. Weekley have asked for a review because Kettering Town Council have spoken about

	<p>Weekley Hall Woods forming part of Kettering and Weekley believe that Weekley Hall Woods should be within their boundary.</p> <p>In the past Warkton Parish Council have discussed that there could be a merger with Weekley and or Grafton Underwood. If the parish would like to take this forward this is the opportunity or with fairly new Councillors you would like to get to know the role first before making a decision. Cllr Rowley advised that he is neutral on this point and doesn't know what happens in the village on a day-to-day basis and he would take his lead from the other four Councillors.</p> <p>If we don't want a review we advertise for a Clerk.</p> <p>Mr Maddison spoke as a recently retired local boundary officer, which covers the governance review and advised that unless the council has undertaken a consultation process in which the parishioners agree and it can be demonstrated that community engagement took place it is unlikely to take place. Also noted that this isn't a one-off opportunity and can be requested in the future. There is also a requirement that they are not undertaken during election periods.</p> <p>The cutoff date for all responses by 15th May. Therefore, no time to consult the village.</p> <p>Action: Arrange a Parish meeting to consult with Warkton Village parishioners to agree what everyone would like to do. It was agreed the meeting is to take place and timed to bring the outcome to the May 2025 meeting.</p> <p>Seconded by Cllr Rowley and all in favour.</p> <p>Action: Cllr Rowley took the action to advertise for a Parish Council Clerk.</p>
24/073	<p>Insurance:</p> <p>Cllr Rowley will look at emails to see what the Clerk has actioned.</p>
24/074	<p>Payments:</p> <p>Payments since the last Parish Council Meeting on 1st March below.</p>
24/075	<p>Bank Balance:</p> <p>The bank balance at 8th May was £7,146.10.</p>
24/076	<p>Next Agenda:</p> <p>No actions noted at this stage.</p> <p>Cllr Rowley advised that actions that have been approved can just be actioned. No further requirements necessary. And any actions can be delegated with approval powers between meetings.</p> <p>Meeting closed 19.46 hrs.</p>

Transactions Since Parish Council Meeting on 1st March

Date	Reference	Paid In	Paid Out
22-Apr-24	S/O to: RUBINA COLE		-£160.57
19-Apr-24	NNC FINANCE	£4,740.00	
31-Mar-24	Service Charge		-£18.00
20-Mar-24	S/O to: RUBINA COLE		-£160.57
18-Mar-24	B/P to: RUBINA COLE		-£13.89
18-Mar-24	B/P to: RUBINA COLE		-£255.78
12-Mar-24	HMRC VTR	£101.59	

APPROVED