

WOOTTON PARISH COUNCIL



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Minutes of the **Parish Council Meeting** held on **Wednesday 20th January 2021** at 7.00pm.

Present: Chairman Cllr N Lodge, Vice Chairman Cllr J Servent, Cllr A Hamilton, Cllr S Ghavami, Cllr Y Rayner, Cllr E Fisher, Cllr A Barbosa, Cllr L Davis & Cllr S Homer
Also present: T Charteress (Parish Clerk) and 6 members of the public

Due to the Coronavirus Pandemic the meeting was held via Zoom

Item no	
001/21	To receive apologies Apologies were received from Cllr Jarvis
002/21	To receive and approve for signature the minutes of the meeting held on 16th December 2020 RESOLVED: The minutes of the meeting held on 16 th December 2020 were approved as a true record of the meeting
003/21	Declarations of Interest Cllr Rayner declared an interest in planning application N/2020/1544 due to the locality
004/21	To receive requests for dispensation There were no applications for dispensations
005/21	Police and Public Session The Police were unable to attend the meeting and advised of the following crime figures: 3 x criminal damage 4 x vehicle crime The Police also reported through the Clerk that anyone experiencing problems with the electric scooters should report them directly to VOI. The scooters are tracked and VOI will know who is using the scooter and where they went. Members of the public: A number of members of the public attended the meeting and raised objections to planning application N/2020/1544 The property developer also attended the meeting and advised members of his proposal. County Councillor Bowen Cllr Bowen was unable to attend the meeting
006/21	Finance & Administration a To approve the payments made between 11th December 2020 – 14th January 2021 RESOLVED: to agree the payments made between 11 th December 2020 – 14 th January 2021 shown in Appendix A b To receive the bank balances for the end of December 2020 The Clerk reported bank balances as at the end of December 2020 <ul style="list-style-type: none"> • Unity £231,231.48 • Unity, Simpson Manor £55,056.00 • Unity Extension £136,214.12 • Nationwide £10,376.95 c To receive an Actuals vs Budget Report Members received the up to date report d To add a new signature

	The Clerk advised members that Cllr Phillips has not set himself up as an online bank signatory and that another active signatory is required RESOLVED: To add Cllr Davis as new bank signatory and to delete Cllr Phillips
007/21	To receive the Clerks report The Clerk reported the following: <ul style="list-style-type: none"> • She had attended West Northants Unitary Q & A with the newly appointed Chief Exec • Members of staff have been furloughed due to the lockdown • Preparations are in place for the virtual interim audit • Discussion with NBC regarding the management of hedges throughout the Parish • A sink hole been reported on the boundary of the parish with Hackleton • The new Community Centre Central heating system is being installed • A dog attack which has been reported to the Police • The local Government elections are going ahead as planned unless the government makes a decision to cancel them due to Covid.
008/21	To consider the following planning application: N/2020/1360 – Plot rear of Clare Cottage, Quinton Road, Wootton – New detached stone dwelling on the land to the rear of Clare Cottage RESOLVED: No comments
009/21	To agree the Budget for the financial year 2021/2022 RESOLVED: to agree the budget as detailed in Appendix B Members noted a deficit in the budget of £44,000.00 after taking the build costs out and confirmed the deficit will be funded from the general reserves
010/21	To agree the Precept demand for the financial year 2021/2022 RESOLVED: to increase the Precept demand to £231,550.00
011/21	To agree the Community Centre Extension loan drawdown amount RESOLVED: to drawdown the loan of £500,000.00 as agreed by the Secretary of State
012/21	To receive an update on the Community Centre extension and to consider any action: The Clerk updated Members on the progress of the build RESOLVED: to agree to the bar costings/design submitted by Steele & Bray RESOLVED: to agree the grey floor coverings and to keep the library as the original plan RESOLVED: to agree to leave the hatch in the hall in place
013/21	To appoint a Police Liaison Representative to act as a single point of contact with Northamptonshire Police RESOLVED: to appoint the Clerk as the single point of contact with Cllr Davis as responsible Cllr
014/21	To receive reports from Cllrs attending meetings No reports
015/21	Exclusion of the press and public – due to the confidential nature of the business to be transacted the press and the public are excluded from the next items on the agenda: RESOLVED: to exclude the press and public from the meeting
016/21	To discuss and consider for short list, invitations to tenders for the lease of the new Coffee Shop RESOLVED: to short list applicants to three candidates
017/21	To note the date of the next meeting The date of the next Parish Council meeting – Wednesday 17 th February 2021
	Close The meeting closed at 20.29pm

Signed _____

Date _____

Bill Payment List Bill Payment List

11 December, 2020 - 14 January, 2021

	Date	No.	Supplier	Amount
Unity Current A/C				
	30/12/2020	DDR	Veolia	-130.38
	07/01/2021	OnLine	Webb House	-102.00
	30/12/2020	DDR	Siemens	-82.80
	14/12/2020	DDR	Global Payments	-61.00
	07/01/2021	OnLine	Business Stream (Scottish Water Co)	-17.81
	07/01/2021	OnLine	ESPO Energy Gas	-74.03
	16/12/2020	OnLine	Allseasons	-984.00
	18/12/2020	Online	HMRC	-1,661.37
	18/12/2020	Online	LGPS	-2,567.41
	16/12/2020	OnLine	BACA	-113.92
	16/12/2020	OnLine	Total Gas & Power	-554.63
	05/01/2021	DDR	Quickbooks	-36.00
	01/01/2021	DDR	Grenke Leasing Limited (CCTV)	-62.71
	01/01/2021	DDR	GRENKE Leasing Limited (Photocopier)	-125.32
	16/12/2020	DDR	Lloyds Bank Card	-121.95
	16/12/2020	Online	MCM	-180.00
	21/12/2020	online	Trade account card	-86.98
	21/12/2020	Online	Tony Bayley	-19.80
	21/12/2020	STO	Personnel Advice & Solutions	-120.00
	21/12/2020	Online	PKF Littlejohn LLP	-1,200.00
	21/12/2020	Chq no: 300064	Royal British Legion	-50.00
	14/01/2021	OnLine	Abbott Signs (Northampton)	-1,341.75
	14/01/2021	OnLine	Almac	-1,415.00
	14/01/2021	OnLine	Ashby Computer Services LLP	-141.60
	14/01/2021	OnLine	Aylesbury Mains	-184.92
	14/01/2021	DDR	Global Payments	-61.00
	14/01/2021	OnLine	JPIMedia Publishing	-504.00
	14/01/2021	OnLine	Webb House	-102.00
	14/01/2021	OnLine	Zoom	-14.39
	14/01/2021	OnLine	Total Gas & Power	-664.44
	22/12/2020	DDR	Barton Telecom Services	-79.88
	14/01/2021	OnLine	LGSS	-10.38
	14/01/2021	OnLine	Zoom	-14.39
	29/12/2020	DDR	Virgin Mobile	-12.00
				-£
Total for Unity Current A/C				12,897.86
Unity Extension				
	16/12/2020	OnLine	Steele & Bray Limited	-65,334.29
	17/12/2020	Online	CS2 Limited	-1,200.00

	14/01/2021	OnLine	Peter Haddon & Partners	-4,800.00
	14/01/2021	OnLine	Steele & Bray Limited	-63,017.63
				<u> -£</u>
Total for Unity Extension				134,351.92

Wootton Parish Council
Budget 2021 - 2022 budget
 April 2021 - March 2022

		Total
Income		
Air Broadband		3,840.00
Interest		100.00
Precept		231,550.00
WCSC Income		
Bar Takings		20,000.00
Changing Room		200.00
Equipment hire		500.00
Event Mgmt		
Spring Fair		350.00
Total Event Mgmt	£	350.00
Library		100.00
Pitch Hire		1,000.00
Cricket		1,500.00
Football		2,000.00
Recreation Ground Hire		500.00
Total Pitch Hire	£	5,000.00
Room Hire		12,000.00
Total WCSC Income	£	38,150.00
Wootton Mag		2,800.00
Total Income	£	276,440.00
Gross Profit	£	276,440.00
Expenses		
Administration		
Audit		1,800.00
Bank charges		300.00
Community News		2,100.00
Election Costs		10,000.00
General Admin Expenses		6,000.00
Insurance		3,200.00
Legal and professional fees		5,000.00
Pension		14,000.00
Recruitment		500.00
Salaries		57,000.00
Section 137		1,800.00
Subscriptions		2,500.00
Telephone		1,400.00
Training		1,000.00
Total Administration	£	106,600.00
Cemetery		1,800.00
Churchyard		1,800.00
Environmental Services		
Dog Bins		5,500.00
Mowing		14,000.00

Open Spaces		5,300.00
Pension		8,800.00
Play Equipment		3,750.00
Salaries		35,000.00
Street Furniture		1,000.00
Tools & Equipment		500.00
Total Environmental Services	£	73,850.00
Event Exp		10,000.00
Extension		253,500.00
Library services		12,000.00
Outdoor Fitness Pitch		500.00
PWLB Loan		31,000.00
WCSC expenditure		
Business Rates		2,200.00
CCTV		2,400.00
Cleaning		15,000.00
Drinks		10,000.00
Food		100.00
General Expenses		2,500.00
License Fees		1,500.00
Pension		3,000.00
Pitch Mowing		
Cricket		1,500.00
Total Pitch Mowing	£	1,500.00
Pitch Mtce		1,000.00
Repair and Maintenance		5,000.00
Salaries		25,000.00
TV Subscription		200.00
Utilities		10,500.00
Waste		3,000.00
Total WCSC expenditure	£	82,900.00
Total Expenses	£	573,950.00
Net Operating Income	-£	297,510.00
Net Income	-£	297,510.00