

# WOOTTON PARISH COUNCIL



**NCALC** Council of the Year 2020

Curtlee Hill, Wootton, Northampton, NN4 6ED

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Minutes of the **Ordinary Parish Council Meeting** held on **Monday 20<sup>th</sup> June 2022** at 7.00pm.

**Present:** Chairman Cllr N Lodge, Cllr D Read, Cllr A Cozens, Cllr J Servent, Cllr M Batson, Cllr E Fisher  
Cllr R Baxi, & Cllr H Hodgkinson

**Also present:** Parish Clerk, Tina Charteress, 3 members of the public

Item no	
117/22	<b>To receive apologies</b> – Apologies were received from Cllrs: Homer, Thakarar & Harrison due to holiday commitments
118/22	<b>To receive and approve for signature the minutes of the meeting held on 16<sup>th</sup> May 2022</b> <b>RESOLVED:</b> The minutes of the meeting held on 16 <sup>th</sup> May 2022 were approved as a true record of the meeting
119/22	<b>To receive Declarations of Interest</b> There were no declarations of interest
120/22	<b>To receive requests for dispensation</b> There were no applications for dispensations
121/22	<b>Public Session</b> Members received the Police Report and asked for clarification on the figures received <b>Members of the public:</b> A Member of the public enquired as to whether Community Payback could come back and do some maintenance on the cemetery
122/22	<b>To receive the Clerk's Report:</b> <ul style="list-style-type: none"> <li>• The Clerk advised Cllrs that the path between Resthaven Road/Langford Drive &amp; High Street is completely blocked by nettles and over-grown foliage. A report has been sent to Highways who have said the path will be cut back within 6 weeks which is not acceptable. The Clerk said the EMO's may have to clear the path</li> <li>• Library visitor figures for May were 1,470. New library signage is in place. The library continues to thrive with book club, knit &amp; natter, story times &amp; Rhyme times. A birthday party is being organised for the 26<sup>th</sup> of July</li> <li>• Fire Marshall training is taking place with Centre staff &amp; coffee shop staff</li> <li>• Simpson Manor Garden is now taking shape, all the bench bases are in and the new paths to the Memorial stone will be put in after the stone is in place. Remedial work to the paths will begin in a couple of weeks as the new contractor is going on holiday.</li> <li>• The year end documents have gone to the External Auditor and Internal Control is due to take place after the end of June</li> <li>• The Community Centre is really busy and needs more bar staff and shift leaders</li> <li>• A notification was received a couple of weeks ago regarding the Community Infrastructure Levy (CIL) advising that NBC had never claimed it from developers and that Parish Councils within the old borough area will be due some funds</li> <li>• The CCTV is not working as it should and is not clear enough. The system we have does not support the number of cameras we have operating. The contractors, MCM, have admitted that they have not carried out the work properly and are looking at a solution to make things right</li> <li>• A letter has been received from the Patient Participation Group at Wootton Medical Centre advising that the planned provision of a medical Centre on the new</li> </ul>

	<p>development in Hardingstone have been shelved – the group is asking to meet with the Parish Council as the existing medical facility in Wootton can't cope with anymore patients. <i>Members asked the Clerk to look into the possibility of taking on the ownership of the sports hall on the new development in Hardingstone.</i></p> <ul style="list-style-type: none"> <li>• A letter has arrived from a Personal Injury Claims Solicitor</li> </ul>
123/22	<p><b>Finance &amp; Administration</b></p> <p><b>a To approve the payments made between 13<sup>th</sup> May – 15<sup>th</sup> June 2022</b>  <b>RESOLVED:</b> to agree the payments made between 7<sup>th</sup> April – 12<sup>th</sup> May 2022 shown in Appendix A.</p> <p><b>b To receive bank balances for the end of May:</b></p> <ul style="list-style-type: none"> <li>• Unity £148,508.92</li> <li>• Unity, Simpson Manor £13,273.96</li> <li>• Unity Extension £25,795.75</li> <li>• Nationwide £110,414.85</li> </ul> <p><b>c To receive the Actuals vs Budget report</b>  Members received the Actuals vs Budget report</p>
124/22	<p><b>To receive the Minutes of the Finance Committee and to consider the following items:</b></p> <p><b>a To consider whether to continue to maintain the cricket square</b>  <b>RESOLVED:</b> Not to continue maintaining the cricket pitch and to turn the cricket pitch into an additional adult football pitch</p> <p><b>b To recommend the purchase of Walkie Talkies for event management purposes</b>  <b>RESOLVED:</b> this item was deferred to July as Cllr Homer was not present at the meeting</p>
125/22	<p><b>To agree the wording for the Memorial Stone at Simpson Manor</b>  <b>RESOLVED:</b> Members confirmed the agreed wording</p>
126/22	<p><b>To agree to the creation of a flood plain &amp; new woodland, on the Wooldale Road Pocket Park land, adjacent to Grange Park, following a grant award of £27,400</b>  <b>RESOLVED:</b> To agree to the creation of the flood plain &amp; new woodland on the Wooldale Road and to agree a date of works for spring 2023</p>
127/22	<p><b>To receive information regarding an application to the UTFC for funding for our local tree avenue project and to consider match funding</b>  Cllr Hodgkinson explained to the meeting she has applied to the Urban Tree Challenge Fund to plant an avenue of trees between the Community Centre and Caroline Chisholm School  Cllrs Cozens said he felt the Council should consult; members voted against  <b>RESOLVED:</b> to approve the planting of an avenue of tree  <b>RESOLVED:</b> to approve a £3,786.44 spend from the Open Spaces budget to match fund the application</p>
128/22	<p><b>To agree a quotation to sub-meter the electricity supply to the coffee shop</b>  <b>RESOLVED:</b> Not to agree the installation of a sub-meter  The Chairman said he would meet with the building contractor to discuss the matter  Cllr Fisher will look into the utilities on cost with a possibility of a fixed cost agreement and the item will be brought back to the July meeting</p>
129/22	<p><b>To consider the management of the Wootton Photography competition, the agreement of prize funding and the terms &amp; conditions</b>  <b>RESOLVED:</b> To agree the prize money as:</p> <ul style="list-style-type: none"> <li>• u18 1<sup>st</sup> prize £100 Amazon gift voucher, runner up £50 Amazon gift voucher</li> <li>• u11 1<sup>st</sup> prize £50 Amazon gift voucher, runner up £25 Amazon gift voucher</li> </ul> <p>Prize monies will come out of the open spaces budget  <b>RESOLVED:</b> The panel of judges will be Cllrs Batson, Cozens, Servent &amp; Hodgkinson and Dave James – Butterfly Dave</p>
130/22	<p><b>To agree the design of the artwork from Caroline Chisholm School to go onto the shelter on the Rec</b>  <b>RESOLVED:</b> two designs from Caroline Chisholm were chosen for both sides of the shelter</p>
131/22	<p><b>To consider the following planning applications:</b></p>

	<p><b>WNN/2022/0516 – 39 Middle Greeve, Wootton</b> - Demolition of existing conservatory and erection of new two storey rear extension  <b>RESOLVED:</b> the side window is overlooking the neighbours gardens and Members would like to see it obscured</p> <p><b>WNN/2022/00563 – 54 Middle Greeve, Wootton</b> – Garage Extension  <b>RESOLVED:</b> No comments</p> <p><b>WNN/2022/00593 – 19 Blanchard Close, Wootton</b> – Single storey rear extension, first floor extension, loft conversion &amp; internal alterations  <b>RESOLVED:</b> No comments</p> <p><b>WNN/2022/0604 – 11 Orchard Close, Wootton</b> – Single storey side &amp; rear extension  <b>RESOLVED:</b> No comments</p>
132/22	<p><b>To receive a report from Councillors attending meetings</b>  Cllr Homer attended a meeting with SEGRO</p>
133/22	<p><b>To receive a report from Councillors attending the Cllr monthly Surgery and to the consider any requests</b>  Cllrs Hodgkinson &amp; Fisher did the surgery and had nothing to report</p>
134/22	<p><b>Exclusion of the press and public – due to the confidential nature of the business to be transacted the press and public are excluded from the next items on the agenda:</b></p>
135/22	<p><b>To discuss and consider issues associated with the Coffee Shop extraction</b>  Members discussed the issue of smoke in the Atrium &amp; Library and that the fire alarm had been triggered three times in 10 days. Members agreed the following action points:</p> <ul style="list-style-type: none"> <li>• Cllr Read said he would look at portable extraction</li> <li>• Cllr Servent will liaise with the architect</li> <li>• Cllr Fisher will look at commercial extraction</li> </ul>
136/22	<p><b>To agree the final invoice amount for PJ Dolmans</b>  <b>RESOLVED:</b> to pay a final invoice amount of £6,156.00</p>
137/22	<p><b>To note the date of the next meeting – Parish Council Meeting 18<sup>th</sup> July 2022</b></p>
	<p><b>Close</b>  The meeting closed at 8.50pm</p>

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Appendix A**

**Bill Payment List**  
**13 May - 15 June, 2022**

	<b>Date</b>	<b>No.</b>	<b>Supplier</b>	<b>Amount</b>
<b>Unity Current A/C</b>				
	18/05/2022	OnLine	Almac	-84.00
	18/05/2022	OnLine	GALA Fireworks	-592.00
	30/05/2022	DDR	Siemens	-82.80
	20/05/2022	DDR	BOC	-119.83
	30/05/2022	DDR	Veolia	-181.38
	01/06/2022	DDR	Grenke Leasing Limited (CCTV)	-62.71
	01/06/2022	DDR	West Northamptonshire Council - Business Rates	-91.00
	01/06/2022	DDR	TV Licencing	-41.00
	18/05/2022	OnLine	Business Stream (Scottish Water Co)	-177.68
	18/05/2022	DDR	Global Payments	-194.78
	20/05/2022	DDR	Barton Telecom Services	-95.39
	18/05/2022	OnLine	K & J Hird Ltd	-2,419.20
	18/05/2022	OnLine	Webb House	-132.00
	18/05/2022	OnLine	Wicksteed Leisure Ltd	-4,612.10
	17/05/2022	DDR	Lloyds Bank Card	-138.59
	09/06/2022	DDR	Eposnow	-102.00
	19/05/2022	OnLine	TotalEnergies	-1,698.38
	19/05/2022	OnLine	ESPO Energy Gas	-315.76
	18/05/2022	DDR	SKY WINES LIMITED	-416.12
	18/05/2022	OnLine	BLISWORTH WILDFLOWERS	-500.00
	19/05/2022	OnLine	ESPO	-206.03
	19/05/2022	OnLine	MCM	-51.00
	26/05/2022	DDR	Quickbooks	-38.40
	19/05/2022	Online	HMRC	-2,381.36
	18/05/2022	OnLine	F R JONES	-700.00
	19/05/2022	OnLine	Allseasons	-1,938.00
	19/05/2022	Online	Tony Bayley	-18.49
	19/05/2022	Online	John McKay	-27.00
	26/05/2022	Online	LGPS	-2,813.27
	26/05/2022	OnLine	South Northants Responders	-490.00
	30/05/2022	OnLine	Northampton Male Voice Choir	-500.00
	30/05/2022	OnLine	Goetre Villa Ltd	-587.00
	30/05/2022	OnLine	R & S Barnwell Limited	-242.64
	30/05/2022	Online	Zoom	-14.39
	08/06/2022	DDR	SKY WINES LIMITED	-1,460.80
	20/05/2022	STO	Personnel Advice & Solutions	-120.00

	27/05/2022	DDR	Virgin Mobile	-12.00
	09/06/2022	DDR	Booker Ltd	-1,050.39
	14/06/2022	DDR	Global Payments	-326.84
	14/06/2022	Online	Tony Bayley	-21.60
				<u>-£</u>
<b>Total for Unity Current A/C</b>				<b>25,055.93</b>
<b>Net salary costs</b>				<b>10,997.93</b>