

# WOOTTON PARISH COUNCIL



Curtlee Hill, Wootton, Northampton, NN4 6ED

Telephone: 01604 705055

Email: clerk@woottonparishcouncil.gov.uk

Minutes of the **Parish Council Meeting** held on **Wednesday 17<sup>th</sup> June 2020** at 7.00pm.

**Present:** Chairman Cllr N Lodge, Vice-Chairman Cllr J Servent, Cllr A Hamilton, Cllr E Jarvis, Cllr S Ghavami, Cllr R Thakarar, Cllr Y Rayner, Cllr E Fisher & Cllr S Phillips

**Also present:** T Charteress (Parish Clerk) and 1 member of the public

**Due to the Coronavirus Pandemic the meeting was held via Zoom**

Item no	
078/20	<b>To receive apologies</b> There were no apologies
079/20	<b>To receive and approve for signature the minutes of the meeting held on 20<sup>th</sup> May 2020</b> <b>RESOLVED:</b> The minutes of the meeting held on 20 <sup>th</sup> May 2020 were approved as a true record of the meeting
080/20	<b>To note matters arising from the minutes not included on the agenda for report only</b>
081/20	<b>Declarations of Interest</b> There were no declarations of interest
082/20	<b>To receive requests for dispensation</b> There were no applications for dispensations
083/20	<b>Police and Public Session</b> The Police were unable to attend the meeting as they do not have the facility to use Zoom. A report has been received and detailed the following crime figures: 5 x criminal damage 1x vehicle crime The Clerk was asked to obtain some data on speeding in the Parish <b>County Councillor Lizzy Bowen</b> gave an update on: Covid - 19 responses, recycling centre, children's trust, schools and libraries
084/20	<b>To receive the Clerk's Report</b> <b>The Clerk reported:</b> <ul style="list-style-type: none"> <li>• An update on the library: The library is being moved into the Community Centre, the Surrender of the Lease has been signed and received by NCC. The IT is being removed and the new IT box is being situated into the Clerk's office on the 23<sup>rd</sup> July. The building removal date is the 24<sup>th</sup> June. The Clerk reported that she was aware there had not been any contact with the volunteers and said she was arranging a Zoom meeting with them next week. A new quotation has been received using part old and part new furniture</li> <li>• The Loan application is being tweaked following a recommendation from NCALC</li> <li>• The Planters at the Community Centre have all been filled as have the planters through the Parish. New stickers have been placed on those around the Parish to advise residents who is looking after them</li> <li>• There have been lots of reports of problems with mowing and hedges; mainly because people have noticed more being at home. All should now be sorted, especially at Simpson Manor and Villa way</li> <li>• All the EMO's are working their normal hours. Two more staff will be "un-furloughed" from 1<sup>st</sup> July albeit they will not be working their contracted hours</li> </ul>

	<ul style="list-style-type: none"> <li>• The small children’s playground is being re-painted and will look brand new by the time we re-open it</li> <li>• The website has been upgraded</li> <li>• Regular users are beginning to ask about using the outdoor space</li> <li>• Our Bar &amp; Events Manager is looking at whether we can open the bar during the weekends</li> <li>• We are trying to stay one step ahead of Government announcements and are looking into the purchase of some outdoor hand sanitisers for the Outdoor gym</li> <li>• The Clerk advised Members she is conscious there have been no Internal Control checks since Lockdown and she will address this with Cllr Rayner</li> <li>• Litter has, and is continuing to be, a huge problem and EMO’s are now having to work weekend shifts to clear the field</li> <li>• Numerous reports have been received regarding the fly tipping of green waste. This has increased following NBC’s charging of collection of green waste bins</li> </ul>
<b>085/20</b>	<p><b>Finance &amp; Administration</b></p> <p><b>a To approve the payments made between 14<sup>th</sup> May 11<sup>th</sup> June 2020</b>  <b>RESOLVED:</b> to agree the payments made between 14<sup>th</sup> May – 11th June 2020 shown in Appendix A</p> <p><b>b To receive the bank balances for the end of May 2020</b>  The Clerk reported bank balances as at the end of April 2020:</p> <ul style="list-style-type: none"> <li>• <b>Unity £229,812.00</b></li> <li>• <b>Unity, Simpson Manor £55,110.00</b></li> <li>• <b>Unity Extension £36,673.82</b></li> <li>• <b>Nationwide £210,324.22</b></li> </ul> <p><b>c To receive an Actuals vs Budget Report</b>  Members received an up-to-date report</p> <p><b>d To appoint a new Bank Signatory</b>  <b>RESOLVED:</b> to appoint Cllr Phillips as Bank Signatory</p> <p><b>e To discuss and consider draft Covid-19 Risk Assessments</b>  <b>RESOLVED:</b> to agree the Risk Assessments understanding that they are living documents subject to change. Cllr Jarvis also requested a referral service incorporating an Employee Assistance Programme be added for Mental health</p>
<b>086/20</b>	<p><b>To consider a request from a member of the public to purchase a small strip of Nettle Gap Spinney land to enable them to build a single garage</b>  <b>RESOLVED:</b> to refuse the request</p>
<b>087/20</b>	<p><b>Football</b></p> <p><b>a To consider a request from Wootton St George Youth to train on the field during the summer</b>  Following a lengthy debate Members:  <b>RESOLVED:</b> to agree to training on Tuesdays &amp; Thursdays at the top of the field. To enable the pitches to be preserved for next season Members agreed to keep August free of any training</p> <p><b>b To discuss and consider football pitch allocations for 2020/2021 season</b>  The Clerk advised Members that three teams had been allocated to use the senior football pitch for next season; Wootton Wanderers, Wootton St George u18’s and Northants All Stars – a newly created football team raising awareness for Autism  The Clerk advised Members that she had received an email from Wootton St George Adult team advising that they had reformed and wanted to use the pitch.  The Clerk explained that the pitch has always been limited to two games per week and that the council needed to make a decision on the request from Wootton St George Adult team. Member debated the request at length acknowledging that Wootton St George had played at the Community Centre for a number of years  <b>RESOLVED:</b> Members agreed that Wootton Wanderers, Wootton St George under 18s and Northants All Stars FC may play on the adult pitch for the 2020/2021 football season.</p>
<b>088/20</b>	<p><b>To receive a report from the Wootton Covid 19 Mutual Support Group:</b></p>

	<p><i>"We have had an estimated 51 requests since our formation. Of those 51, 8 came from the Parish Council helpline.</i></p> <p><i>2 - prescriptions</i></p> <p><i>1 - newspaper delivery</i></p> <p><i>3 - shopping</i></p> <p><i>2 - companion</i></p> <p><i>There may be others contacting us directly as a result of the leaflet. Since the leaflet was published, we had 22 requests</i></p> <p><i>As of now, we are barely getting 1 response a fortnight. However, we have made partnerships with East Hunsbury/Hardingstone Mutual Aid, Co-op and Waitrose. We also secured 26 bags of food for local residents. We are now in a safe position should a second wave hit".</i></p> <p><b>Cllr Jarvis requested an item be placed on the next agenda personally thanking those members of the community who have made a difference during the lockdown</b></p>
<b>089/20</b>	<p><b>To consider the following planning application:</b></p> <p><b>N/2019/1547 - 5 Frosts Court, High Street, Wootton – Listed building consent application for the removal of existing 3Nos wooden French windows and replacement with a heritage version UPVC French doors</b></p> <p><b>RESOLVED:</b> No Objections</p>
<b>090/20</b>	<p><b>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:</b></p> <p><b>RESOLVED:</b> to exclude the press and public from the meeting</p>
<b>091/20</b>	<p><b>To consider items relating to the Community Centre Extension:</b></p> <p><b>a To agree a meeting with Cllrs Lodge, Servent &amp; Thakarar and the two lowest tendered contractors</b></p> <p><b>RESOLVED:</b> to agree a meeting with two contractors</p> <p><b>b To receive the completed loan application</b></p> <p><b>RESOLVED:</b> to agree the loan application to be sent to the Secretary of State</p> <p><b>c To consider any further actions</b></p> <p>No further actions were discussed however Cllr Thakarar was thanked by Members for his creation of the loan application and supporting documents</p>
<b>033/19</b>	<p><b>To note the date of the next meeting</b></p> <p>The next Parish Council meeting will be held on <b>22<sup>nd</sup> July 2020</b></p>
	<p><b>Close</b></p> <p>The meeting closed at 8.50pm</p>

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Bill Payment List**

**14 May - 11 June, 2020**

	<b>Date</b>	<b>No.</b>	<b>Supplier</b>	<b>Amount</b>
<b>Unity Current A/C</b>				
	30/05/2020	DDR	Siemens	-82.80
	02/06/2020	DDR	TV Licencing	-39.87
	21/05/2020	DDR	Barton Telecom Services	-79.56
	28/05/2020	DDR	Barton Telecom Services	-36.00
	28/05/2020	DDR	BOC	-108.58
	14/05/2020	DDR	Global Payments	-61.00
	14/05/2020	Online	LGSS	-332.16
	14/05/2020	Online	LGSS	-10.38
	20/05/2020	Online	HMRC	-1,761.29
	20/05/2020	Online	LGPS	-2,425.70
	18/05/2020	DDR	Lloyds Bank Card	-3.00
	18/05/2020	Online	Royal Mail	-432.00
	20/05/2020	STO	Personnel Advice & Solutions	-120.00
	04/06/2020	Online	ESPO Energy Gas	-57.30
	06/06/2020	DDR	Grenke Leasing Limited (CCTV)	-62.71
	04/06/2020	Online	L Merry	-50.00
	02/06/2020	DDR	Quickbooks	-36.00
	04/06/2020	Online	Total Gas & Power	-395.89
	27/05/2020	DDR	Virgin Mobile	-18.00
	06/06/2020	Online	Webb House	-204.00
	06/06/2020	Online	Zoom	-14.39
	01/06/2020	DDR	TV Licencing	-39.87
				-£
<b>Total for Unity Current A/C</b>				<b>6,370.50</b>