

Minutes of the **Ordinary Parish Council Meeting** held on **Monday 15<sup>th</sup> January 2024** at 7.00pm.

**Present:** Chairman Cllr Emma Fisher, Vice - Chairman Cllr J Servent, Cllr S Ghavami, Cllr M Callan, Cllr D McClellan & Cllr H Hodgkinson

**Also present:** 1 member of the public – WNC Cllr Phil Larratt

Item no	
001/24	<b>To receive apologies</b> Apologies were received from Cllr R Thakarar due to holiday, Cllrs D Harrison & S Burnell due to illness & Cllr R Hensby due to work commitments
002/24	<b>To receive and approve for signature the minutes of the meeting held on 18<sup>th</sup> December 2023</b> <b>RESOLVED:</b> The minutes of the meeting held on 18 <sup>th</sup> December 2023 were approved as a true record of the meeting
003/24	<b>To receive Declarations of Interest</b> There were no declarations of interest
004/24	<b>To receive requests for dispensation</b> There were no applications for dispensations
005/24	<b>Public Session</b> The Police sent the following report: Crime figures: Residential burglary – 0 – Non-residential burglary – 0 Criminal damage – 1 Vehicle crime – 5 The Clerk advised the police reported vehicle crime across Northampton is on the up, 3 of the 5 vehicle crimes are linked to the same location, and date. A lot of the vehicle crime is items being stolen from inside vehicles. <b>Members of the public:</b> There were no members of the public present Cllr Larratt was asked about the slip road at Riverside on the A45
006/24	<b>To receive the Chairmans Report:</b> The Chairman didn't have items to report
007/24	<b>To receive the Clerk's Report:</b> <ul style="list-style-type: none"> <li>The Clerk advised the meeting that the procedure for claiming the grant for the latest tree planting scheme hasn't been issued and the Clerk advised she will have to transfer some money from the reserves until it comes in</li> <li>The Clerk said she had attended a meeting with a number of parishes from the old Borough Council area regarding VOI scooters</li> <li>The larger council clerks forum took place in Daventry in December. The CEO of WNC, Head of Highways &amp; Director of Public Health were all in attendance</li> <li>The Clerk is meeting with the Integrated Care Board on the 16<sup>th</sup> of January regarding Wootton Medical Practise</li> </ul>

	<ul style="list-style-type: none"> <li>The Clerk advised that the Community Centre is receiving new regular bookings for the use of all the rooms and the Atrium is beginning to become booked for classes and groups</li> <li>The Clerk gave an update on problems with the filtration system and advised that the company will re-attend the community centre this week</li> <li>The Clerk advised that David Wilson Homes have been in touch and have advised that they are in a position to transfer the land now with the “clawback” pieces detailed in the transfer plan</li> </ul>
<b>007/24</b>	<b>To co-opt new councillors to fill two vacant positions</b> There were no members of the public in attendance
<b>008/24</b>	<b>Finance &amp; Administration</b> <b>a To approve the payments made between 16<sup>th</sup> November – 14<sup>th</sup> December 2023 – 10<sup>th</sup> January 2024</b> <b>RESOLVED:</b> to approve the payments made between the 14 <sup>th</sup> December 2023 – 10 <sup>th</sup> January 2024 <b>b To receive the bank balances for the end of December 2023</b> <ul style="list-style-type: none"> <li>Unity £66,795.30</li> <li>Nationwide £152,909.27</li> </ul> <b>c To receive the Actuals vs Budget report</b> Members received the report <b>d To consider changing the meeting start time to 6.30pm</b> <b>RESOLVED:</b> To change the meeting start time to 6.30pm
<b>010/24</b>	<b>To consider information received on the library apprenticeship scheme</b> <b>RESOLVED:</b> Members declined the scheme for this year due to budget constraints
<b>011/24</b>	<b>To agree the Budget for 2024/2025</b> <b>RESOLVED:</b> to agree the Budget for 2024/2025 as shown in Appendix B
<b>012/24</b>	<b>To agree the Precept demand for 2024/2025</b> <b>RESOLVED:</b> to agree the Precept demand at £315,576.00 for the financial year 2024/2025
<b>013/24</b>	<b>Open Spaces</b> <b>a To consider what the council can do to conserve and enhance biodiversity in the area</b> <b>RESOLVED:</b> to formalise the activities of the parish council and to create a Biodiversity Policy using the model template from NCALC. Cllrs Hodgkinson, McClellan & Hensby will create a draft plan <b>b To plant a new tree to replace the diseased ash once it is removed</b> <b>RESOLVED:</b> To agree to plant an oak tree in the next financial year
<b>014/24</b>	<b>To discuss the Community Governance Review and to consider a response</b> <b>RESOLVED:</b> To propose to move the parish boundary in line with the proposed Gallagher Development site <b>RESOLVED:</b> To propose to move the parish boundary to incorporate the Brackmills SUE area including the Pagnell Court houses
<b>015/24</b>	<b>To consider taking action with WNC regarding the lack of consultation on major planning applications in adjacent parishes</b> Cllr Larratt will take this up on behalf of Wootton Parish Council and will feed back accordingly
<b>016/24</b>	<b>To receive a report from Councillors attending meetings</b> Cllrs McClellan & Hodgkinson met with Wootton Primary School regarding a planting project Cllrs Fisher & Callan are meeting with Nene Data regarding the broken TV
<b>017/24</b>	<b>To note the date of the next meeting – Parish Council Meeting 19<sup>th</sup> February 2024</b>
	<b>Close - The meeting closed at 20.51pm</b>

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Appendix A**

**Bill Payment List**

**14 December, 2023 - 10 January, 2024**

	<b>Date</b>	<b>No.</b>	<b>Supplier</b>	<b>Amount</b>
<b>Unity Current A/C</b>				
	30/12/2023	DDR	Siemens	-82.80
	20/12/2023	DDR	BOC	-124.36
	14/12/2023	DDR	Global Payments	-477.90
	14/12/2023	DDR	LWC NORTHAMPTON	-524.27
	30/12/2023	DDR	Veolia	-220.80
	18/12/2023	OnLine	K & J Hird Ltd	-2,419.20
	18/12/2023	OnLine	Etiquette Services Ltd	-960.76
	21/12/2023	DDR	Barton Telecom Services	-92.73
	18/12/2023	OnLine	Trade UK Account Card	-159.89
	18/12/2023	OnLine	Colin Mansell Brown	-25.00
	18/12/2023	OnLine	Almac	-2,236.00
	18/12/2023	OnLine	Ashby Computer Services LLP	-5.88
	18/12/2023	OnLine	Eco2Lec	-2,767.44
	18/12/2023	OnLine	ESPO Energy Gas	-1,045.90
	18/12/2023	OnLine	ESPO	-306.78
	18/12/2023	DDR	Lloyds Bank Card	-260.37
	18/12/2023	OnLine	NCALC	-151.20
	18/12/2023	OnLine	Pathfinder Legal Services Limited	-45.00
	18/12/2023	OnLine	TotalEnergies	-4,573.75
	15/12/2023	OnLine	Johnson Gemma	-7.25
	09/01/2024	Online	HMRC	-4,648.68
	09/01/2024	Online	LGPS	-3,568.39
	20/12/2023	DDR	Booker Ltd	-302.37
	09/01/2024	OnLine	Northants Refrigeration	-168.00
	01/01/2024	DDR	2	-13.61
	01/01/2024	DDR	GRENKE Leasing Limited (Photocopier)	-125.32
	01/01/2024	DDR	Grenke Leasing Limited (CCTV)	-62.71
	01/01/2024	OnLine	Weedwise Ltd	-2,670.50
	09/01/2024	OnLine	Ashby Computer Services LLP	-52.56
	09/01/2024	Online	Almac	-24.00
	09/01/2024		Ashby Computer Services LLP	-372.00
	09/01/2024	Online	Business Stream (Scottish Water Co)	-754.01
	09/01/2024	Online	MCM	-775.20
	09/01/2024	Online	MCM	-624.00
	20/12/2023	STO	Personnel Advice & Solutions	-120.00
	09/01/2024	Online	Northants Refrigeration	-2,760.00

	09/01/2024	Online	Webb House	-102.00
	09/01/2024	Online	Zoom	-15.59
				<u>-£</u>
<b>Total for Unity Current A/C</b>				<b>33,646.22</b>

**Wootton Parish Council**  
**Budget Overview: Budget 2024-2025 - FY25 P&L**  
April 2024 - March 2025

	<u>Total</u>
<b>Income</b>	
Air Broadband	3,500.00
Anglian Water Mast	1,620.00
Coffee Shop	18,000.00
Utilities	15,000.00
<b>Total Coffee Shop</b>	<b>£ 33,000.00</b>
Interest	2,500.00
Library	3,500.00
Precept	315,576.00
<b>WCSC Income</b>	
Bar Takings	55,000.00
Changing Room	1,000.00
Event Income	8,000.00
Pitch Hire	2,000.00
Football	3,000.00
<b>Total Pitch Hire</b>	<b>£ 5,000.00</b>
Pop-up shops	50.00
Room Hire	40,000.00
<b>Total WCSC Income</b>	<b>£ 109,050.00</b>
<b>Wootton Mag</b>	<b>1,000.00</b>
<b>Total Income</b>	<b>£ 469,746.00</b>
<b>Gross Profit</b>	<b>£ 469,746.00</b>
<b>Expenses</b>	
<b>Administration</b>	
Audit	3,000.00
Bank & card charges	5,200.00
General Admin Expenses	5,000.00
Insurance	4,500.00
Legal and professional fees	2,000.00
Parish Mag	6,000.00
Pension	14,350.00
Recruitment	500.00
Salaries	60,000.00
Section 137	1,200.00
Subscriptions	3,000.00
Telephone	1,100.00
Training	1,000.00
<b>Total Administration</b>	<b>£ 106,850.00</b>
<b>Environmental Services</b>	
Dog Bins	5,850.00
Mowing	32,046.00
Open Spaces	10,000.00
Pension	13,000.00

Play Equipment		1,000.00
Salaries		80,500.00
Street Furniture		5,000.00
Tools & Equipment		3,000.00
Total Environmental Services	£	<b>150,396.00</b>
Event Exp		9,000.00
Library Admin		1,000.00
Salary		20,000.00
Total Library Admin	£	<b>21,000.00</b>
Outdoor Fitness Pitch		500.00
Pension Deficit		800.00
PWLB Loan		26,000.00
WCSC expenditure		
Business Rates		600.00
CCTV		2,000.00
Cleaning		15,000.00
Drinks & sundries		24,000.00
General Expenses		2,500.00
License Fees		3,000.00
Pension		5,400.00
Pitch Mtce		1,000.00
Repair and Maintenance		5,000.00
Equipment Upgrade		13,000.00
Total Repair and Maintenance	£	<b>18,000.00</b>
Salaries		40,000.00
TV Subscription		200.00
Utilities		40,000.00
Waste		3,000.00
Total WCSC expenditure	£	<b>154,700.00</b>
Youth Services		500.00
Total Expenses	£	<b>469,746.00</b>
Net Operating Income	£	<b>0.00</b>
Net Income	£	<b>0.00</b>