

WOLLASTON PARISH COUNCIL
Meeting of the Council

Attendees are reminded that in accordance with the Public Bodies (Admissions to Meetings) Act 1960 and Openness of Local Government Bodies Regulations 2014, this meeting may be recorded.

You are hereby summoned to attend a **Meeting** of the Parish Council of Wollaston which is to be held on **Thursday 18 February 2021 which commences at 7pm virtually online via Zoom** for the purpose of transacting the following business, namely:-

1. **Open Meeting** (15 minutes).
2. **To receive and accept apologies for absence.**
3. **To receive declaration of interest related to business on the agenda.**
4. **Confirmation of the minutes of Meeting of the Parish Council held on Thursday 21 January 2021.**
5. **Police Report – Scott Desrochers**
6. **Councillors Reports**
 - **Borough**
 - **County**
7. **Election – 06 May 2021 (JA)**
8. **Clerk’s Report (DS) (Appendix 1)**
9. **Finances**
 - **To RESOLVE** to approve receipts for January 2021 (*Appendix 2*).
 - **To RESOLVE** to approve payments for February 2021 (*Appendix 3*).
 - **To RESOLVE** to approve Financial and Management Risk Assessment (*Appendix 4a*)

- **To RESOLVE** to approve internal financial controls (*Appendix 4b*) and continue with existing Direct Debits
- **To RESOLVE** to transfer the sum of £10,000 from Lloyds Bank to Cambridge Building Society

10. Reports of the Working Parties/Representatives

- (a) Playing Field & Parks Management Committee (TS) (*Appendix 5*)
- (b) Environmental, Highways & Street Lights (DT/TS) (*Appendix 6*)
- (c) Community Crime and Safety (JMac)
- (d) Cemetery (LA/SF)
- (e) Footpaths (JA/MM)
- (f) Village Hall (MG)
- (g) Youth Club (JA)
- (h) Community Centre and Pre School (MG / JM)
- (i) Memorial (LA/JA)

11. Planning (JM)

- (a) Applications
 - Outstanding applications status update (*Appendix 7*)
- (b) Any other planning business
 - Backway
 - Hookhams Path development

12. Date of next Parish Council meeting.

D. Styles

Wollaston Parish Council Clerk and Responsible Financial Officer.

Dated this 12 day of February 2021.

Topic: Parish Council Meeting
Time: Feb 18, 2021 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/86319888930?pwd=Uzg0U0N2R25QZXIzTnpnN3dydTdMUT09>

Meeting ID: 863 1988 8930
Passcode: 195624

CLERK'S REPORT FEBRUARY 2021 – Appendix 1

Correspondence

- Email received from St. Mary's Church Health and Well-Being Group asking for permission to upload the Heritage Walk Leaflet to their FB page to encourage everyone to get out and about and exercise. Clerk confirmed permission granted for use to the local community and FB will mention PC and thank PC.
- Email from resident concerned with accidents at York Road/A509 junction. Passed to Environment Highways and Street Light working party.
- Emails and FB messages regarding empty salt grit bins. NCC bins reported to Street Dr and PC bins filled with grit salt purchased, 4 bags for the price of 6 and free snow shovel.
- Email from Moria thanking the PC for putting her and WIK forward for the Rose of Northamptonshire Award.
- Response from Wollaston Dr Surgery regarding concerns raised by patients via social media. Surgery is putting in place extra telephone lines and providing an online consulting platform for non-urgent queries and confirmed the elderly and vulnerable are brought into the surgery waiting room and the CQC have been unable to visit surgeries due to the pandemic to see what measures are being put in place to improve the practice. Building works to commence shortly to improve practice.
- Email from Danny Moody at NCALC regarding public footpaths and rights of way being removed from the Definitive Map without consultation of PCs and whether any affect the Parish of Wollaston.
- Confirmation of Grants awarded. £500 towards Hinwick Road tree maintenance and £500 for WIK. Councillor(s) needed to liaise with WIK how the money will be best spent.

Village

- Letters placed on vehicles at Hinwick Road layby to keep layby clear for tree maintenance.
- PC salt bins filled at Briarwood Way and St. Michael's Lane. 2 bags still in office.
- Path and road sweepers requested.
- Robust litter grabbers and salt grit scoops ordered.
- Various reports to Street Dr as per Environment Highways St Light working party report.
- Daffodils planted around village from grant received from Western Power re: substation.
- Letter sent to company at Raymond Close/Hinwick Road frontage to tidy border and buildings.
- Fly tipping reports to BCW for fridge at St. Mary's play area and litter at London Road to A509.
- Fixed – concrete sticking out at Allotment path (TV18) gate to Hinwick Road, tarmac laid.
- Millennium trees – to be included in PC/PF 3 yearly tree survey?
- Asset register in process of being updated with photos to assist.

Other

Election – Display of role of councillor, parish council and candidates at Wollaston Library and on FB.

Allotment Grass Cutting – to approve grass cutting at TV18 Allotment path.

Annual Assembly of the Parish – to be held in March, which groups to be contacted.

Training – clerk attending Community Emergency Planning on 24.02.2021 10am to 12noon.

Roadshows – CPRE planning 11.02.2021, ACRE good neighbour schemes 23.02.2021

Updates – forwarded regarding Jason Smithers MP Highways, Police – Neighbourhood Policing.

Census March 2021 – Government sending out post cards week commencing 22.02.2021.

Social Media – grit bins, Census, Neighbourhood Alert Update, Break in at Grendon units, January Newsletter from NCC which includes Male Choir singing to raise funds for Prostate Cancer, councillor application Forms for election in May, Crime Prevent advice regarding purchase of vehicles, Hinwick Road trees notice to keep layby clear

Appendix 2 – receipts January 2021

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>DESCRIPTION</u>	<u>NET AMOUNT</u>	<u>VAT ELEMENT</u>	<u>TOTAL AMOUNT</u>
01.01.2021	Cambridge Building Society	Interest	0.05	0.05	0.05
11.01.2021	Lloyds Bank *1823	Interest	0.91	0.00	0.91
TOTAL:			0.96	0.00	0.96

Appendix 3 February 2021 Payments

A.	B.	C.	D.	E.	F.	G.
<u>PAYMENT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>NETT OF VAT</u>	<u>VAT ELEMENT</u>	<u>TOTAL</u>	<u>LEGISLATION</u>
DD	EON	PF Floodlight energy supply	17.01	0.85	17.86	OS Act 1906 ss12
BACS0249	Miss Debra Styles	Salary Feb 2021	959.20	0.00	959.20	LGA 1972 s112
BACS0249	Miss Debra Styles	Stationery paper for election display & Agendas	2.49	0.50	2.99	LGA 1972 S111
BACS0250	HMRC	Employer NI employee NI Tax payment	58.03	0.00	58.03	LGA 1972 s112
DD	Aviva Pensions	Employer/Employee contributions	62.67	0.00	62.67	LGA 1972 s112
BACS0251	Whitestar Ltd	Website monitoring and support	25.00	0.00	25.00	LGA 1972 S112
BACS0252	Oxford Innovation Ltd	Office Costs, internet, catering	303.70	60.74	364.44	LGA 1972 s111
BACS0253	Hayeswood Landscapes Wellingborough Norse	Village grass cut January 2021	1266.42	253.28	1519.70	OS Act 1906 ss 9 & 10
BACS0254	Ltd	PF Wheelie Bin empty & new car park bin	54.08	10.82	64.90	OS Act 1906 ss 12
BACS0255	Knights & Hyde	Faulty shredder return, upgrade shredder	13.69	2.74	16.43	LGA 1972 S111
BACS0256	Seton	Grift salt for PC grit bins	63.96	12.79	76.75	OS Act 1906 ss 9 & 10
BACS0257	Mr J. Tyrrell	Zoom fee for January 2021 virtual meetings	11.99	2.40	14.39	LGA 1972 S112
GRAND TOTAL:			2838.24	344.12	3182.36	

WOLLASTON PARISH COUNCIL
PLAYING FIELD & PARKS MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD ON TUESDAY 09 FEBRUARY 2021 7.00pm
Virtually via Zoom

VOTING MEMBERS PRESENT

Messrs Bailey, Green, Jones, Mitchell, Perry, Savage (Chair), Silsby, and Tew, Mrs Milroy (Vice Chair) - Miss D. Styles, Clerk.

MEMBERS/PUBLIC PRESENT

None.

APOLOGIES

None.

MINUTES

The minutes of the meeting held on Tuesday 12 January 2021 were agreed unanimously and signed as a correct record. Meetings are held virtually due to the Covid-19 coronavirus pandemic under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

FINANCES

Finances were circulated. Spends for January 2021 EON Jan £30.89, Midland Tree Specialists at open spaces £2,355, Norse wheelie bin £67.60, Norse new bin at PF car park £380, Playground Supplies maintenance £50, Wicksteed repair of swings PF £283.64, Cricket Club annual grass cut £500 total spends to date £9547.67. Capital spends remain at £5,478.47. Clerk has applied for play equipment grant from BCW and will book tennis court surface clean. The finances were approved unanimously.

PLAY EQUIPMENT INSPECTION

Mr Savage carried out the inspections of the play equipment and adult gym. Areas are muddy due to the recent wet weather. It was noted the tennis court gate down the far end was open and Mr Savage has placed a bike lock to secure the gate during lockdown restrictions.

POCKET PARK

Combined effort from all those with keys to unlock and lock the area. The padlock has had to be opened later on some mornings due to it being frozen early on.

SPORTS ASSOCIATION REPORT

Mr Perry reported no football taking place during lockdown restrictions. Cricket fixtures start 01 May 2021. There have been no updates from the FA. Await Government announcement regarding lockdown for the local league. There may be options to play but possibly no cup games. Once sports resumes, there may be a problem with space as the football season is not finishing until 29 May 2021 and cricket season beginning on 01 May 2021. Mr Perry has raised the issue and had feedback to suggest hiring other pitches. However, due to lockdown finances have been tight and there is no funding to hire other pitches. The shelter had been moved on temporary dollies in readiness for the new storage fencing. Once lockdown restrictions are lifted, permanent wheels can be fitted to the shelter. Mr Green had no updates regarding Vics football games resuming.

The insurance assessor visited Wednesday. No timescale has been given for claim. Nets were looked at and queries regarding reinstatement costs. Mr Silsby will organise for an assessor to visit the site to ascertain current levels of damp in the clubhouse building which will determine whether the dehumidifiers are still needed. The tractor accelerator is sticking and silt from the flood water appears to have caused damage to the engine. A service is needed at approximately £400, and clerk will ask insurance company whether this can be covered under the insurance claim. Mr Perry confirmed the fridges were safe and working but a boiler check may be needed. Mr Silsby confirmed internal doors will need replacing. Queries were raised regarding any contamination from the flood waters in the storage containers.

PURCHASES REQUIRED

Residents in Neale Close open space have requested the 2 x Ash trees are reduced so a quote is being obtained. Clerk will not request the recycling wheelie bin until restrictions are lifted and the clubhouse is back in use.

FIELD MAINTENANCE/MATTERS RELATING TO THE FIELD

It has been noted that over 50% of dogs are still not on leads and clerk will chase up the PSPO from BCW and find out what action can be taken under the PF Byelaw. Clerk will ask the Environment Agency to clear the brook as NCC are unable to attend the site due to lockdown restrictions. A quote is being obtained to clear out the grid drain in the corner of the car park. Clerk will book the tennis court surface clean. 2 moles were humanely removed from the field by the mole contractor. Clerk will send a link received from Northants County Association of Local Councils which provides grant funding for sports.

Mr Mitchell reported there is no update regarding approval of the S106 Agreement yet but it should be completed within the next 10 days.

DATE OF NEXT MEETING

Tuesday 09 March 2021 7pm. Virtual meeting.

There being no further business the Chair thanked everyone for attending and closed the meeting at 7.42pm.

Signed by Chair:

Appendix 6- February 2021 **Environment, Highways and Streetlighting Report**

Hinwick Road Trees

The work has commenced with the removal of the Lime Tree (141). The remaining work is due to be carried out on three days February 22nd-24th.

Small Grant Application

Notification received from Gill Chapman- Principal Community Support Manager BCW- that the grant application towards the cost of the above work of a maximum of £500 has been awarded- thank you, Debra.

This reduces the overall cost of the work to the Parish Council to £2,945.

Litter Picking

A group of three people (same bubble) have volunteered to litter pick once a week. This could be the beginning of other volunteers willing to take responsibility of dedicated roads / areas of the village. To support these residents, an initial £100 has been approved to purchase items of equipment for the Parish Council to use with volunteers as appropriate. There is an established risk assessment procedure to ensure compliance with the Parish Council's insurance provider. A risk assessment form is completed for each session and Debra informed on each occasion to comply with insurance cover requirements.

At the same time, a young man in the village is in the process of picking litter for an hour each week for ten weeks, towards achieving his Duke of Edinburgh Award.

T-Junction York Road / A509

Concerns have been raised by residents at the end house of the number of collisions / near misses and the potential for a major accident. Helen Howard has responded that the A509 is a designated 'Red Route' subject to investigation by a working group from Highways and Safer Roads Alliance but there have been no recorded collisions in the last five years. However, the residents have been contacted to look together at what might be done to help mitigate the potential for further incidents and to build a case over the forthcoming months.

Millennium Lime Trees- Hinwick Road

Maintenance of these twenty trees continues by removing all the spurs during the next few days- thank you, Allan.

Streetlighting and Street Doctor Fault Report

Monitoring of streetlights and pot holes continues with the introduction of an ongoing and detailed monthly report; showing report numbers, location, date and fault description and action taken- thank you, Terry.

Back Way

Further to the offer of a joint contribution of £10,000 from NPS and Marren as a result of an agreement made at the sale of Marren to NPS, a recent meeting with Ben Wright and his main resurfacing contractor - Phoenix Surfacing Ltd - resulted in an agreement that it would be feasible to undertake top dressing the

surface which would make for a worthwhile improvement in appearance and access. The quotation of £14,591.46 would be an agreement of contributions from NPS and Highways. At this juncture the baton has been passed onto John- thank you, John.

David Tew
15th February, 2021

STREET DOCTOR FAULT REPORT - AS AT 16/2/21

REPORT NUMBER	FAULT DESCRIPTION	REPORTED BY	DATE	ACTION TO BE TAKEN
2535392	GRIT BIN 784 LOW ON SALT - YORK ROAD	DS	09/02/2021	INVESTIGATING
2531927	DRAIN STILL BLOCKED NEAR PLAYING FIELD	TJS	07/02/2021	INVESTIGATING
2531385	WATER OVERFLOW FROM DUCK END DRAIN	???	07/02/2021	INV. (TJS REPORTED TO AW)
2527880	GRIT BIN NEARLY EMPTY YORK RD/HICKMIRE	???	05/02/2021	INVESTIGATING (SEE 2535392)
2525423	NEW GRIT BIN REQUEST FOR ABBEY RISE	???	04/02/2021	INVESTIGATING
2521306	POTHOLES JUNCTION COBBS LANE/PRIORY RD	DS	03/02/2021	NO FURTHER ACTION
2521301	BRANCHES ON ROADSIDE - COBBS LANE	DS	03/02/2021	INVESTIGATING
2521288	BRANCHES ON ROADSIDE, NEAR CEM. COBBS	DS	03/02/2021	NO FURTHER ACTION
2521270	POTHOLES NEAR ZEBRA - COBBS LANE	DS	03/02/2021	AS ABOVE
2521258	UNEVEN PATH NR. RESTAURANT - BELL END	DS	03/02/2021	TO FIX WITHIN 28 DAYS
2520144	POTHOLE NEAR NO. 39 WINDMILL CLOSE	DS	02/02/2021	INVESTIGATING
2517760	FOOTPATH DAMAGE NEAR 4 THRIFT STREET	TJS	01/02/2021	TO FIX WITHIN 28 DAYS
2515895	BLOCKED DRAIN NEAR PLAYING FIELD	TJS	01/02/2021	NO ACTION-REPORT 2531927
2515867	PREVIOUS ROADWORKS SUBSIDING, LON. RD	TJS	01/02/2021	TO FIX WITHIN 28 DAYS
2515839	POTHOLES ON SHEPHERDS HILL	TJS	01/02/2021	TO FIX WITHIN 28 DAYS
2505642	POTHOLE NR. TIMOTAY ENT. HINWICK RD.	TJS	27/01/2021	TO FIX WITHIN 28 DAYS
2496528	WATER ACROSS ROAD, BOTTOM OF LON. RD.	???	23/01/2021	NOW FIXED
2491572	SIGNPOST FALLING APART IRCH/HOOKHAMS	DS	21/01/2021	NO FURTHER ACTION
2491578	DRAINS BLOCKED IN GANNICK	DS	21/01/2021	TO REPAIR WITHIN 6 MONTHS
2490785	HIGH KERB NEAR 28 ST.MARY'S ROAD	???	20/01/2021	INVESTIGATING
2481583	POTHOLE NEAR 78 IRCHESTER ROAD	???	16/01/2021	FILLED IN - BADLY
2478890	ROAD NAME SIGN DAMAGED EASTFIELD RD.	LA	15/01/2021	INVESTIGATING
2477360	FLOODING NEAR PLAYING FIELD ON ROAD	DS?	14/01/2021	NO FURTHER ACTION
2467791	BLOCKED DITCH CAUSING FLOOD DODD. RD.	DS?	08/01/2021	INVESTIGATING
2455371	DAMAGED DRAGONS TEETH IN F.D.CLOSE	???	31/12/2020	TO REPAIR WITHIN 6 MONTHS
2455097	POTHOLE - NOT SURE WHERE?	???	31/12/2020	INVESTIGATING
2454787	POTHOLES IN FRANCIS DICKINS CLOSE	???	31/12/2020	AS ABOVE
2450643	2+2 POTHOLES IN HIGH STREET	TJS	28/12/2020	TO FIX WITHIN 28 DAYS
2446450	ROAD SINKING IN IRCHESTER ROAD	???	24/12/2020	FILLED IN BADLY - SEE 2481583
2444123	POTHOLES IN LONDON ROAD NOS. 27-37	TJS	22/12/2020	NO FURTHER ACTION
2444119	BAD ROAD CONDITION LON RD/PYGHTLES	TJS	22/12/2020	NO FURTHER ACTION
2444114 + OTHERS	POTHOLES FROM PLAYING FIELD UP TO A509	TJS+	22/12/2020	ALL NOW REPAIRED - 3/2/21

2441959	HOLES/TARMAC BREAK UP DOWN MILL LANE	DS	22/12/2020	PARTLY REPAIRED
2353768	DRAIN OUTLET BLOCKED ROTTEN ROW	???	23/10/2020	IN PROGRESS
2350224	SIGNPOSTS KNOCKED DOWN TOP IRCH. RD.	TJS	20/10/2020	NOW FIXED
2350216	SUNKEN STRIP OF ROAD NEAR 44 HIN. ROAD	TJS	20/10/2020	NOW FIXED
NCC INSPECT	BLOCKED DRAIN NR 14 ST. MARY'S ROAD	NCC	06/10/2020	ALL CLEAR
NCC INSPECT	BLOCKED DRAIN IN THRIFT STREET	NCC	05/10/2020	ALL CLEAR
2323678	SUNKEN DRAIN IN THRIFT ST. NR. NO. 20	TJS	03/10/2020	TO FIX WITHIN 6 MONTHS
2323673	POTHOLE NEAR NO. 19 LONDON ROAD	TJS	03/10/2020	TO FIX WITHIN 6 MONTHS
2323651	POTHoles NEAR WOLLASTON INN	TJS	03/10/2020	TO FIX WITHIN 6 MONTHS
2323645	POTHoles IN YORK RD. NR TOP LITTLE LANE	TJS	03/10/2020	TO FIX WITHIN 6 MONTHS
2311383	ON GOING ROADWORKS IN LONDON ROAD	???	25/09/2020	ROADWORKS COMPLETED
NCC INSPECT	POTHoles IN CHURCH LANE	NCC	10/09/2020	TO FIX WITHIN 6 MONTHS
NCC INSPECT	POTHoles IN HICKMIRE	NCC	10/09/2020	ALL NOW REPAIRED - 3/2/21
2268198	TREES IN LONDON ROAD NR. NOS. 60 & 62	DS	25/08/2020	TREE CUT DOWN/TRIMMED

PLANNING APPLICATIONS REPORT (*Appendix 7*)
17 February 2021

APPL NO	ADDRESS	DESCRIPTION	PC RESPONSE TO BCOW	STATUS
NCC 20/00017/WASFUL	Land at 30-50 Doddington Road	Proposed development: Industrial/ Commercial Building (Use Class B1, B2, B8 including non- hazardous waste transfer, storage, and recycling) and storage yard	PC – objection, responded 06.05.200 Comments by 15.05.2020	Objection 11.06.2020 (Consultation Response – NCC, EA) No updates yet, Feb 2021
WP/20/00314/FUL	Land adjacent 25 Hookhams Path	Residential development consisting of 98 dwellings, a community woodland, SuDS attenuation, open space including children's play area, access arrangements off Hookhams Path and associated landscaping, infrastructure and ancillary development	PC – objection. Report sent to Mr Swann and Ms Kirk Planning BCW. Available on WPC website & FB link. Response to applicant's comments sent to BCW Debbie Kirk on 09 October 2020. November 2020 – Consent granted in principle as per notice.	S106 legal agreements under process. Expert conclusion, end January 2021.
WP/20/00388/OUT	15 Raymond Close	Outline application for residential development of 6 no. semi-detached dwellings with associated parking and amenity space (access to be determined at this stage) re- submission	PC – ensure access to pathway TV18 at top of allotments for residents. No objection Comments by 30 July 2020	Noise and contamination unsatisfactory. Still live, in process of submitting application for change of use of factory
WP/20/00725/FUL WP/20/00727/LBC List Building Consent for same	51 High Street	Rebuilding using existing materials of 2 gate piers & flanking walls at London Rd entrance of Wollaston House & insertion of pair of iron gates over 2m high. Reconstruction to take place due to dilapidation caused by trees 1 Sycamore 1 Ash to be removed	PC – Cllr investigated, no objection. Trees referred to BCW Comments by 01 March 2021	Awaiting Decision WP/20/00727/LBC - withdrawn

		from site before reconstruction begins. Inner walls between gate piers to be omitted to create wider opening to make safer access on to A509		
NW/21/00048/FUL	11 Duck End	Proposed installation of an air source heat pump located in the front garden	PC – Respond by 19.02.2021	Awaiting Decision
NW/21/00053/FUL	Wollaston School	Landscaping works, fencing and gate installations surround the new build classroom block that has recently been granted a Certificate of Lawful Development under Permitted Development Rights	PC – Respond by 23.02.2021	Awaiting Decision
NW/21/00128/PNA	Abbey Farm Wellingborough Rd	Application to determine if prior approval is required for a proposed storage building for agricultural use	Not circulated to PC but found on BCW website Respond by 23.02.2021	Awaiting Decision