

## 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.*

Notice regarding the **Meeting** of the Parish Council of Wollaston which is to be held on **THURSDAY 19 JANUARY 2023** which commences at 7pm at The Oasis Building, High Street, Wollaston for the purpose of transacting the following business, namely:-

1. **Open Meeting** (15 minutes).
2. **Councillors Reports North Northants Council/Police Report PCSO.**
3. **To receive and accept apologies for absence.**
4. **To receive declaration of interest related to business on the agenda.**
5. **Confirmation of the minutes of Meeting of the Parish Council held on Thursday 15 December 2022.**
6. **Clerk's Report (DS) (Appendix 1).**
  - To review and approve Standing Orders.
  - To review and approve internal controls.
7. **Finances**
  - **To RESOLVE** to approve receipts for December 2022 (Appendix 2).
  - **To RESOLVE** to approve payments for January 2023 (Appendix 3).
  - **To RESOLVE** to approve quarterly budget to December 2022.
8. **Planning (PJ)**
  - Applications status update and response (PJ) (Appendix 4).
  - (a) Any other planning business
    - New Community Centre and Preschool Update (MG).
    - Scott Bader/The Hill update (LA).
9. **Reports:**
  - (a) Community Events Update (CB/MM).
  - (b) Crime and Community Safety Update (MM).
  - (c) Environmental, Highways, Cemetery & Street Lights Update (TS).
  - (d) Street Dr/Fix My Street Report (TS).
  - (e) Footpaths Update (JA/MM)
  - (f) Playing Field & Parks Management Committee update (TS) (draft minutes, Appendix 5).
  - (g) Village Hall update (MG) (draft minutes, Appendix 6).
10. Confirmation of date of next meeting.

*D. Styles*

**Wollaston Parish Council Clerk, Responsible Financial Officer.**

**Dated this 13 January 2023.**

## JANUARY 2023

### CLERK'S REPORT – Appendix 1

#### **Social Media:**

- Updates from North Northants Council leader, Jason Smithers.
- Updates from Neighbourhood Watch, Northants Police, Fire and Crime Commissioner.
- Street Dr report posted for January 2023.
- NNC Severe Weather Protocol for Jan 2023 during cold weather.
- Warm spaces in the village promoted.
- NPFCC Precept 23/24 Consultation, have your say.
- Broadband update from NNC – [www.superfastnorthamptonshire.net](http://www.superfastnorthamptonshire.net)
- A45 Doddington improvement works and completion.
- Community minibus – new zones and £2 fare cap for beginning of 2023.
- Parish Council office closure over the Christmas period.
- PCSO surgery at the library – next visit Sat 04 February 10am to midday.
- The Leys Mortuary reopening.
- Garden Waste Services and bin empty updates with new schedule.
- Disposal of batteries and any devices containing batteries.
- Street Naming Ceremony – Friday 20 January 2023, 10am onwards. Parish Council/Bloor Homes.
- Door Step Sales advice.

#### **Village:**

- Scott Bader Community Group looking to carry out voluntary work within the village during the year.
- London Road between no's 48 to 62/Cromwell House closed 13-17 February for Gigaclear ducting works.
- Top of Little Lane – ongoing issues. Environment and Highways to update.
- Request for no parking on open space/grass verge at bottom of Cobbs Lane property.
- Ongoing issues regarding traffic calming measures at Hookhams Path – traffic audit to be carried out by NNC Highways in due course.

#### **Other:**

- Notices received regarding councillor vacancies. Co-opt after 31 January 2023.
- Emergency Planning Exercise 2023 session – online Monday 20 February, 1.30 to 4.30.
- Chair attended Common Land training 09 January 2023.
- Larger monitor purchased for office to enable larger group virtual meetings.

#### **RECEIPTS DEC 2022, APPENDIX 2**

A	B	C	D	E	F
<u>DATE</u>	<u>RECEIVED FROM</u>	<u>DESCRIPTION</u>	<u>NET AMOUNT</u>	<u>VAT ELEMENT</u>	<u>TOTAL AMOUNT</u>
09.12.2022	Lloyds Bank *1823	Monthly interest	13.85	0	13.85
19.12.2022	Cash Deposit	Remembrance Day Collection	162.80	0	162.80
20.12.2022	Scott Bader	Events Committee Mag Advert	300.00	0	300.00
28.12.2022	Wollaston Cricket Club	wicket irrigation system upgrade, nett monies	495.60	0	495.60
		<b>TOTAL:</b>	<b>972.25</b>	<b>0.00</b>	<b>972.25</b>

## APPENDIX 3 – PAYMENTS JANUARY 2023

### Appendix 3 January 2023 Payments

A.	B.	C.	D.	E.	F.	G.
PAYMENT	PAYEE	DESCRIPTION	NETT OF VAT	VAT ELEMENT	TOTAL	LEGISLATION
DD01	EON	Energy charge for floodlights at tennis courts	40.97	2.16	43.13	OS Act 1906 ss 10
BACS0626	CS2 Ltd	Preliminary Cost Plan Report, new Comm Centre	1400.00	280.00	1680.00	LGA 1972 s133
BACS0627	NPS Shoes	Office rental	250.00	50.00	300.00	LGA 1972 s112
BACS0628	Miss Debra Styles	Salary, January 2023	0.00	0.00	0.00	LGA 1972 s112
BACS0629	HMRC	Employer NI employee NI Tax payment	0.00	0.00	0.00	LGA 1972 s112
DD02	Aviva Pensions	Employer/Employee pension contributions	72.76	0.00	72.76	LGA 1972 s112
DD03	Tesco Mobile	Pay monthly fee	8.06	0.00	8.06	LGA 1972 s112
BACS0630	Whitestar Systems Ltd	Website monitoring and support	35.00	0.00	35.00	LGA 1972 S112
BACS0631	nPower	PC Street Lights, quarterly energy charge	183.50	9.18	192.68	Highways Act 1980, S301
BACS0632	eon	PC street lights, quarterly maintenance charge	54.52	10.90	65.42	Highways Act 1980, S301
BACS0633	Post Office	Stamp for VAT reclaim	0.95	0.00	0.95	LGA 1972 s112
BACS0634	Hortech Systems Ltd	CC wicket irrigation system upgrade	1594.00	318.80	1912.80	OS Act 1906 ss10
BACS0635	Polybags Ltd	PF bin bags	72.47	14.49	86.96	OS Act 1906 ss10
BACS0636	West End DIY	Concrete for sign and pin for toddler swing	25.16	6.29	31.45	OS Act 1906 ss10
BACS0637	Amazon UK	Monitor and keyboard for office	175.57	35.12	210.69	LGA 1972 s112
<b>GRAND TOTAL:</b>			<b>3912.96</b>	<b>726.94</b>	<b>4639.90</b>	

Salary and HMRC to be completed.

## QUARTERLY BUDGET TO END DEC 2022

WOLLASTON PARISH COUNCIL - BUDGET 22/23		2022/2023	Jun-22	Sep-22	Dec-22
ITEM					
<b>RECEIPTS</b>					
1	PRECEPT	83328	83328	83328	83328
2	GRANTS	800	0	0	0
2a	GRANT CC A509 VERGES	995	995	995	995
2b	CAPITAL CARRY OVER PF PLAY EQUIP	8000	0	0	0
3	BANK INTEREST	850	2	10	35
4	SPORTS ASSOC	400	0	0	0
5	CRICKET CLUB	470	1551	3278	4272
6	S106 PYGHTLES/NEALE CL	4000	0	0	0
7	S106 HOOKHAMS PATH	0	0	0	0
8	SUNDRY/INSURANCE RECLAIMS	50	5308	5510	6062
9	<b>TOTAL INCOME</b>	<b>98893</b>	<b>91184</b>	<b>93121</b>	<b>94692</b>
<b>PAYMENTS</b>					
10	CLERKS SALARY/EXPENSES	14835	3461	6917	11101
10a	Pension payments/previous plan	1000	0	0	0
11	GEN ADMIN/OFFICE COSTS	5704	1642	3859	4656
11a	INSURANCE PREMIUM	650	598	598	599

11b	AUDIT	800	0	360	761
11c	SUBSCRIPTIONS	1200	0	1202	1077
11d	EARMARKED	0	0	0	8831
12	S137	10100	1344	1370	4625
13	ST LIGHTING	1200	55	654	933
14	GRASS CUTTING	17,043	4608	8521	15335
14a	S106 PYGHTLES/NEALE CL		0	0	180
15	PLAYING FIELD & PLAY AREAS MAINTENANCE	12200	2168	4186	8474
15A	PLAY AREAS/STORAGE AREA CAPITAL EARMARKED	17138	21981	21981	17346
16	SPORTS ASSOCIATION	400	364	364	364
17	CRICKET CLUB	470	1959	2023	4249
18	ELECTION COSTS	3000	0	0	0
19	MAINTENANCE/PURCHASES/CONTINGENCY	14291	3644	5331	5808
20b	S106 HOOKHAMS PATH	0	0	0	0
21	INSURANCE RECLAIM	0	7651	7651	7651
22	<b>TOTAL EXPENDITURE</b>	<b>100031</b>	<b>49475</b>	<b>65017</b>	<b>91990</b>
23	<b>NETT BALANCE REQD FROM RESERVES</b>		0	0	0

#### APPENDIX 4 – PLANNING APPLICATION SCHEDULE

APPL NO	ADDRESS	DESCRIPTION	PC RESPONSE TO NNC	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) Letters of objection re- submitted EA concerns not yet fulfilled Peter Moor, Principal Dev Control officer who is recommending the application is refused.
NW/21/01080/HSC	Scott Bader UK	Hazardous Substances Consent to store an inventory of hazardous substances at the Scott Bader site in Wollaston	PC Response: Objection, insufficient information, agree with H&S Executive that qualified specialist risk assessor to be engaged. New Comm Centre to be built nearby, PC raises concerns. HSE Committee can only begin considerations 24.03.22.  Request extension to 16 January 2022 expiration.	H&S Executive initially responded, applicant been asked to extend time to 30 April 22.  Debbie Kirk updated PC that holding letter from HSE will be sent by 11 November 2022. Chased Debbie 15.11.22, may take up to 2 years to hear from HSE.
NW/22/00684/FUL	89 Hinwick Road	Single storey side extension (mobility accessible) to replace detached garage and single storey rear extension (mobility accessible) with demolition of existing conservatory	PC Response: For Highways  Respond by 22 October 2022.	Awaiting Decision

NW/22/00896/FUL	81 High Street	Proposed single storey rear extension to replace existing single storey structure	PC Response:  Respond by 27 Jan	Awaiting Decision
NW/22/00794/CND	Land Adj 25 Hookhams Path	Approval of details reserved by Cond 19 (ecological design strategy (EDS) addressing planting and establishment of community woodland) of planning permission ref WP/20/00314/FUL		Discharged part, decision issued 17 January 2023

## **STREET DR REPORT – JAN 2023**

<b>REPORT NUMBER</b>	<b>FAULT DESCRIPTION</b>	<b>REPORTED BY</b>	<b>DATE</b>	<b>ACTION TO BE TAKEN</b>
4129660	DEAD TREE ALONG FOOTPATH, IRCHESTER RD.	TJS	14/012023	INVESTIGATING
4129513	DRAINS BLOCKED, LONDON RD. 180 & DOWN	TJS	14/01/2023	INVESTIGATING
4116731	POTHOLES AT FAR END OF HINWICK ROAD	TJS	11/01/2023	INVESTIGATING
4108636	TREE OVERHANGING FOOTPATH, ST.MARYS RD	ANON	10/01/2023	INVESTIGATING
4059319	POOR HIGHWAY CONDITION - PF TO A509.	TJS	26/12/2022	TO FIX WITHIN 6 MONTHS
4059305	TWO POTHOLES NR VILLAGE SIGN, LON. RD.	TJS	26/12/2022	TO FIX WITHIN 6 MONTHS
4052279	POOR HIGHWAY CONDITION NR. 165 LON. RD.	TJS	22/12/2022	TO FIX WITHIN 6 MONTHS
4032085	UNEVEN FOOTPATH IN LONDON RD, NR PYGS	TJS	13/12/2022	NOW FIXED
4032070	UNEVEN SURFACE ON ISLAND NR NAGS HEAD	TJS	13/12/2022	NOW FIXED
4032054	POTHOLE IN THRIFT STREET, NEAR NO. 38	TJS	13/12/2022	TO FIX WITHIN 6 MONTHS
4025692	3 DRAINS BLOCKED, BOTTOM OF LONDON RD.	ANON	09/12/2022	TO FIX WITHIN A MONTH
3956143	FOOTPATH COVERED IN MUD - HINWICK RD.	ANON	11/11/2022	INVESTIGATING
3929557	LACK OF LORRY SIGNAGE IN HINWICK ROAD	ANON	01/11/2022	INVESTIGATING
3893699	VERGE BEING ERODED, TOP OF ROTTEN ROW	TJS	16/10/2022	INVESTIGATING
3886228	POOR PAVEMENT CONDITION IN MAN. ROAD.	TJS	12/10/2022	SOME REPAIRS DONE
3744296	OVERGROWN TREE IN IRCHESTER ROAD	DS	10/08/2022	STILL NOT CUT BACK, CHASED
3702408	TREE DAMAGE TO PROPERTY IN HINWICK RD	MRS. W.	24/07/2022	INVESTIGATING
NNC INSPECT	SIGNPOST FAULT IN IRCHESTER ROAD	NNC	15/07/2022	TO FIX WITHIN 26 WEEKS
3673933	SIGN AS ABOVE, FACING HOOKHAMS PATH	MM	13/07/2022	TO FIX WITHIN 26 WEEKS
3671059	OVERGROWN TREE OUTSIDE 163 HINWICK RD.	ANON	12/07/2022	INVESTIGATING
3670956	AS ABOVE - DUPLICATE REPORT?	ANON	12/07/2022	INVESTIGATING
NNC INSPECT	ROAD MARKING PROBLEM, TOP LITTLE LANE	NNC	25/04/2022	NOW FIXED BUT PROBLEMS?

## **APPENDIX 5 – PF DRAFT MINUTES**

**WOLLASTON PARISH COUNCIL**  
**PLAYING FIELD & PARKS MANAGEMENT COMMITTEE**  
**MINUTES OF THE MEETING HELD ON**  
**Tuesday 10 January 2023, 7.00pm**  
**At The Hill, Wollaston**

### **VOTING MEMBERS PRESENT**

Messrs Green, Mitchell, Perry, Savage (Chair), Mrs Milroy (Vice-Chair) - Miss D. Styles, Clerk.

## **MEMBERS/PUBLIC PRESENT**

Mr Thompson sent his apologies.

## **APOLOGIES**

Messrs Cotter, Jones and Silsby.

## **MINUTES**

The minutes of the last meeting from 13 December 2022 were agreed unanimously and signed as a correct record.

## **FINANCES**

Finances were circulated to end of December 2022. Spends included £67.45 EON floodlights energy charge and £159.25 for 3 month wheelie bin and recycling bin emptying. Contract signed for next 3 months bin collections. A new contract with EDF is in place for the floodlights at the tennis courts which should reduce charges due to a decrease in standing charge fee. Quarterly budget to end of December was circulated. There is approx. £3,500 left in the budget but quite a few jobs outstanding.

## **PLAY EQUIPMENT AND ADULT GYM INSPECTION/MAINTENANCE**

Mr Savage had inspected all equipment and handed over the inspection sheets to the Clerk. The adult gym equipment was all in working order but quite muddy. The tennis courts may require a pressure wash, to monitor. There had been some vandalism over the Christmas period to the middle pin on the toddler swings. Police aware. CCTV to be examined. Mr Savage has been checking them and tightening the pins to make them safe to use. St. Mary's play area basket swing still awaiting replacement ropes on the metal links from Playground Supplies.

## **POCKET PARK**

Gate opening and closing continues. The site is clean and tidy and the Committee thanked Mr Thompson for this.

## **SPORTS ASSOCIATION REPORT**

Mr Perry reported not many football games are being played due to weather issues. Mr Green will speak to Mr Cotter to move the goals and portable lights around the pitch to save the surface. Youths have been using the pitches over the Christmas period resulting in erosion of the grass. Hopefully 17/18 year old youths will return to Wollaston and play Sunday afternoons. This will be additional revenue for the Sports Association. The very cold weather in December caused 7 leaks in the pipework at the clubhouse. They have been fixed but have caused the lights in the ladies toilets to short. Clerk to ask Mr Essam to contact Mr Perry to discuss wiring/lights in clubhouse and remedy the short to the ladies toilets lights. Request to install 2 radiators to heat clubhouse to prevent frozen pipes in the future and new shower heads. Mr Savage confirmed monies from The Quiz will be allocated to assist with funding. Plumbco approached to provide materials. Funding required for labour for these jobs.

The Cricket Club AGM is this evening. Children's cricket practice taking place at Sharnbrook. Overseas player from New Zealand is confirmed. Mr Green confirmed the VETS (over 35 age group) are performing very well.

## **PURCHASES REQUIRED**

Mr Silsby to confirm to Mr Escritt the trees at the Playing Field can be used. Still awaiting quote from Midland Trees regarding Phase 2 of the tree maintenance works. Other trees from the tree safety audit Phase 2 maintenance works, still required. Imperial Carpentry van issues and poor weather has prevent them from refurbishing the Playing Field benches and play equipment at St. Marys. Mr Jones and Mr Savage will cement the sign to the car park back in the ground. Letter to Mr Eldred regarding bund, no response. Clerk to chase. The fence to the rear of the Pyghtles play area needs replacing. The line painting to the car park has been postponed until funding is available.

## **FIELD MAINTENANCE/MATTERS RELATING TO THE FIELD**

It was confirmed the Events Committee's Summer Fair will take place on Sunday 25 June 2023. Stage is booked and sound system requested. Acts are being booked. Mr Perry confirmed the clubhouse will be open for toilets and bar and he will speak with members of the bar to make it available. A payment and apology has been received from one youth responsible for vandalism of the wooden picnic benches. Clerk

to chase the other youth. Mrs Milroy mentioned hedge laying on the front hedge to the site to keep it more secure.

### **DATE OF NEXT MEETING**

Tuesday 14 February 2023, 7pm, The Hill, Wollaston.

### **APPENDIX 6 – VH DRAFT MINUTES**

## **WOLLASTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING**

**6.30pm, Tuesday 10 January 2023  
Village Hall, Wollaston**

Present: Dr Mike Goldsmith (Chair), Greg Carter, Fran Woods, Sarah Layram, Penny Watts and Jess Lusher.

Apologies: Debra Styles, Maureen Green, Geoff Simmons, Kathy Betts, Rep from Bowls club.

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#### **1. Welcome and Apologies**

Mike welcomed everyone to the meeting. Apologies were given as above.

#### **2. Minutes of the Previous Meeting**

The minutes from the meeting which took place on 06 December 2022 were agreed.

#### **3. New Community Centre and Preschool**

There is more delay due to the employee at the Duchy not starting until 22 February 2023 to make a decision on the rotation of the building from the original plans. Mike proposes a meeting with the tenant farmer to smooth things over with him to speed up the process so the planning pre app can be applied for in March. The earliest the new build could be operational is August 2024. It will be on a freehold basis after transfer. A changing room needs to be allocated to the Dance School and other users. The preschool will be required to put together a business plan and consider providing an area for the under 2s. Consideration as to whether the preschool remains a charity or becomes a business. Section 106 monies are granted to a preschool which can offer 50 spaces. It was agreed Jess, Fran and Greg would be part of the Community Centre and Preschool Committee.

#### **4. Matters Arising**

The sanitary bins for both sites will arrive Wednesday 11 January 2023. Afternote: Debra has contacted Mr Essam regarding the lounge lights. The spotlights in the main hall need checking as 1 has failed. Blood donation group have decided the site is too small, despite having previously used the site.

#### **5. Treasurer's Report**

Not available.

#### **6. Caretaker's Report**

Quite a few new bookings including a new boxercise class run by Mr Ingold in the main hall on Fridays, pm. New home education class workshops have been booked in the Oasis as well as new yoga sessions (6 week course) in the Oasis. Children's parties have been booked. The request from a previous hirer for keep fit will have to be declined due to no availability. The noise inhibitor in the

Oasis has not been repaired and with the company who originally installed it having gone out of business, it will not be replaced due to the new build taking place. The main hall floor was left in poor condition after the Christmas Fair. This was due to the rock salt being brought in as the steps were icy. The floor requires a wax or polish.

**7. Busy Bees Report**

Currently have 10 children and running well. Request for the heating to be left at 10C overnight as it has been very cold in the main hall in the mornings.

**8. Youth Club Report**

Started back last week.

**9. Over 60's Bowls**

All good.

**10. Studio 52 Dance Academy**

Going well with numbers stable.

**11. Other Users**

No report.

**12. Date of Next Meeting**

Tuesday 07 February 2023, 6.30pm Village Hall Lounge.