

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 20 April 2023** which commences after the 7pm start of the **Annual Assembly of the Parish** at the **Oasis Building, High Street, Wollaston** for the purpose of transacting the following business, namely:-

1. **Open Meeting** (15 minutes).
2. **To welcome co-opted Councillors Messrs Hodson and Jackson and sign relevant paperwork.**
3. **To receive and accept apologies for absence.**
4. **To receive any declarations of interest related to business on the agenda.**
5. **Confirmation of the minutes of Meeting of the Parish Council held on Thursday 16 March 2023.**
6. **North Northamptonshire Councillors Reports.**
7. **Clerk's Report** (*Appendix 1*)
8. **Update from HR Committee regarding appointment of new Clerk (JA).**

9. **Finances**
 - **To RESOLVE** to approve receipts for March 2023 (*Appendix 2*).
 - Copy bank reconciliation/payments/receipts to end of March 2023 (*Appendix 3a,b,c*)
 - **To RESOLVE** to approve payments for April 2023 (*Appendix 4*).
 - **To RESOLVE** to approve the end of year budget to 31 March 2023 (*Appendix 5*).
 - **To RESOLVE** to approve and sign off internal audit 2022/2023 and report (*Appendix 6*).

10. **Planning (PJ)**
 - (a) Applications
 - Outstanding applications status update and responses to applications (*Appendix 7*)
 - (b) Any other planning business to discuss.

11. **Reports of the Working Parties/Representatives**
 - (a) Community Crime and Safety update (MM)
 - (b) Events Committee update (CB)
 - (c) Village Hall draft minutes (*Appendix 8*)
 - (d) Footpaths update (MM/JA)
 - (e) Environmental, Highways & Cemetery update (TS)
 - (f) Street Lights and St Dr Report update (TS) (*Appendix 9*)
 - (g) Playing Field & Parks Management Committee draft minutes (TS) (*Appendix 10*)

12. **Date of next Parish Council meeting.**

D. Styles

Wollaston Parish Council Clerk & Responsible Financial Officer

Dated this 14 day of April 2022.

APRIL 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 March 2023.
- Continue with Highways/Weather updates and gritting programme updates.
- Advert - Clerk vacancy.
- Consultation regarding health and well-being of 0-19 year olds and their families.
- Age UK magazine link.
- Government's emergency alert system.
- Damage to Playing Field fence.
- Neighbourhood Watch – Theft of bike from Irchester, Whatsapp takeover account scam, online shopping and fraud advice, become an Emergency Service Cadet, Village Hall/Oasis hire update of contact details from new caretaker (tel: 07857 896307)

Village:

- Resident enquiring about state of tennis court surface. Confirmed developer S106 monies will be used to refurbish the site in the future.
- Road closure at Feastfield Close for the Coronation, 10am to 3pm Sunday 07 May 2023.
- 02 May 2023, Queens Road closed (possibly up to 3 days) for Anglian Water maintenance works.
- 25 April 2023, Hinwick Road closed for National Grid maintenance works.
- Applied to add the Playing Field to the Public Spaces Protection Orders

Other:

- S136 Grass Cutting grant applied for from Unitary Authority, thanks to D. Moody at NCALC for making enquiries on Councils' behalf.
- From 05 April for 4 weeks, A14 junc 7 to 9 works taking place to replace lights 8pm to 5am, only one lane open.

Final agreement on Martyn's plaque – 20 x 7.5cm, brass

In memory of Martyn Pearson 11.07.1957 to 12.03.2023 "watching the World go by....."

RECEIPTS MARCH 2023

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>
09.03.2023	Lloyds Bank *1823	Monthly interest	42.13	0	42.13
31.03.2023	Nationwide Building Soc	Annual interest	1250.63	0	1250.63
		TOTAL:	1292.76	0.00	1292.76

Draft, wages and HMRC to be confirmed

April 2023 Payments Appendix 4

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>
BACS0669	NPS Shoes	Office hire, April 2023	275.00	55.00	330.00	LGA 1972 s111
BACS0670	EDF Energy	Floodlight energy charge, tennis courts April '23	0.00	0.00	0.00	OS Act 1906 ss10
BACS0671	Miss Debra Styles	Salary April 2023	0.00	0.00	0.00	LGA 1972 s112

BACS0672	Mrs S. Grant	Salary April 2023	0.00	0.00	0.00	LGA 1972 s112
BACS0673	HMRC	Employer NI employee NI Tax payment	0.00	0.00	0.00	LGA 1972 s112
DD02	Aviva Pensions	monthly contribution D Styles & PC	72.76	0.00	72.76	LGA 1972 s112
DD03	Tesco Mobile	monthly mobile contract fee	7.50	0.00	7.50	LGA 1972 ss111
BACS0674	Whitestar Ltd Hayeswood	Website monitoring and support	35.00	0.00	35.00	LGA 1972 S111
BACS0675	Landscapes	Village Grass Cut March 2023	1304.42	260.88	1565.30	OS Act 1906 ss 9 & 10
BACS0676	NCALC	Membership fee, NCALC/NALC	1120.61	0.00	1120.61	LGA 1972 ss143
BACS0676	NCALC	data protection fee	10.00	2.00	12.00	LGA 1972 ss 143
BACS0676	NCALC	Internal audit fee	392.00	78.40	470.40	LGA 1972 s111
BACS0677	Knights & Hyde Ltd	Stationery, 3x coloured ink, 1 x black ink	22.99	4.60	27.59	LGA 1972 s111
BACS0678	Midland Tree Specialists	Phase 2 tree works - PYGHTLES	125.00	25.00	150.00	OS Act 1906 ss10
BACS0679	Mr A. Silsby	4x padlocks, storage area break in, ins reclaim	119.96	0.00	119.96	OS Act 1906 ss10
BACS0680	npower	PC Street lights, quarterly energy charge	189.99	9.50	199.49	Highways Act 1980 s98
BACS0681	Barton Petroleum	Money on account, tractor fuel PF	176.19	8.81	185.00	OS Act 1906 ss 10
BACS0682	Timpsons	4 keys cut - office, VH, 2 x Oasis	28.00	7.00	35.00	LGA 1972 s111
GRAND TOTAL:			3879.42	451.19	4330.61	

WOLLASTON PARISH COUNCIL - BUDGET 22/23		2022/2023	Jun-22	Sep-22	Dec-22	Mar-23
ITEM						
RECEIPTS						
1	PRECEPT	83328	83328	83328	83328	83328
2	GRANTS	800	0	0	0	0
2a	GRANT CC A509 VERGES	995	995	995	995	995
3	BANK INTEREST	850	2	10	35	1499
4	SPORTS ASSOC	400	0	0	0	0
5	CRICKET CLUB	470	1551	3278	4272	5827
6	S106 PYGHTLES/NEALE CL	4000	0	0	0	0
7	S106 HOOKHAMS PATH	0	0	0	0	0
8	SUNDRY/INSURANCE RECLAIMS	50	5308	5510	6062	1054
9	TOTAL INCOME	90893	91184	93121	94692	92703
	Capital Earmarked PF play equip 21/22-22/23					16000
					TOTAL:	108703
PAYMENTS						
10	CLERKS SALARY/EXPENSES	14835	3461	6917	11101	14823
10a	Pension payments/previous plan	1000	0	0	0	0
11	GEN ADMIN/OFFICE COSTS	5704	1642	3859	4656	6271
11a	INSURANCE PREMIUM	650	598	598	599	599
11b	AUDIT	800	0	360	761	761
11c	SUBSCRIPTIONS	1200	0	1202	1077	1077
12	S137	10100	1344	1370	4625	9339

13	ST LIGHTING	1200	55	654	933	1225
14	GRASS CUTTING	17,043	4608	8521	15335	16243
14a	S106 PYGHTLES/NEALE CL		0	0	180	1880
15	PLAYING FIELD & PLAY AREAS MAINTENANCE	12200	2168	4186	8474	12001
15A	PLAY AREAS/STORAGE AREA CAPITAL EARMARKED	17138	21981	21981	17346	17528
16	SPORTS ASSOCIATION	400	364	364	364	364
17	CRICKET CLUB	470	1959	2023	4249	496
18	ELECTION COSTS	3000	0	0	0	0
19	MAINTENANCE/PURCHASES/CONTINGENCY	14291	3644	5331	5808	6138
20b	S106 HOOKHAMS PATH	0	0	0	0	0
21	INSURANCE RECLAIM	0	7651	7651	7651	8588
22	EARMARKED	0	0	0	8831	4795
22a	EARMARKED, NEW SITE/OLD VH	0	0	0	0	5435
23	TOTAL EXPENDITURE	100031	49475	65017	91990	107563
24	NETT BALANCE REQD FROM RESERVES		0	0	0	0

PLANNING APPLICATIONS REPORT APRIL 2023 @ 18.04.2023

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 has been in contact and is beginning inspection. Awaiting Decision
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/23/00111/FUL	Wollaston School	Proposed extension and conversion of existing building to create SEND unit, and extension of existing hardstanding to create additional parking spaces	PC Response: Respond by 23 March 2023	Application permitted 12 April 2023
NW/23/00123/FUL	Summer Leys	Construction of an open sided, timber shelter to provide a covered rea for children when visiting the site for educational activities. 6 sweet chestnut poles, fixed to concrete pads, will support a timber roof.	PC Response: No objections Respond by 24 March 2023	Application permitted 12 April 2023
NW/23/00084/FUL	24 Thrift Street	Demolition of single storey rear projection. Part two storey and part single storey rear extension and loft conversion and rear dormer window.	PC Response, planning: No objections. Respond by 12 March 2023.	Awaiting Decision
NW/23/00157/LBC NW/23/00156/FUL	2 Hickmire	Listed Building Consent, single storey side extensions and extension to a raised terrace with fencing to The Garden House rear of 2 Hickmire	PC Response: Letter of objection, parking on site needing hard standing to avoid any additional parking on Highway for residents/visitors. Related to business visitors at property parking on Highway/footpath. Respond by 08 April 2023	Awaiting decision

DRAFT MINUTES

WOLLASTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING 6.30pm, Tuesday 04 April 2023 Village Hall, Wollaston

Present: Dr Mike Goldsmith (Chair), Geoff Simmons (Treasurer), Greg Carter, Maureen Green and Helen Warden.

Apologies: Debra Styles (Secretary), Fran Woods, Jess Lusher, Kathy Betts, Maureen Green, Rep from Bowls club.

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 07 March 2023 were agreed and signed.

3. Matters Arising

Helen's contract was signed by Mike which Helen will take away and review and if she is happy with it, will sign and return. Hayley's contract has been amended for Debra to reissue. Greg will contact Debra regarding the clothes bank to discuss the position of the unit and overspill rubbish.

4. New Community Centre and Preschool

The Parish Council will meet the cost of the Deed of Variation to amend the plan on the Section 106 Agreement for the rotation of the building which has been agreed, in principle, by the Duchy on a site visit. The Parish Council awaits confirmation in writing.

5. Treasurer's Report

Figures to be updated to include recent Youth Club payment. The balance is positive due to the receipt of the Parish Council annual grant. Geoff has finally made contact with the water company with hopes to resolve the meter issue and potentially obtain a credit. The accounts need to be reviewed by someone who does not need to be a qualified accountant. The Baptist Church Treasurer will be approached to see if (for a small donation) they would be willing to review.

6. Caretaker's Report

Helen reported one off party bookings going well. There has been an approach for boxercise which can be accommodated in the Oasis although noise will need to be monitored. The phone needs answer message and monitoring. Mike will meet with Hayley to discuss cleaning schedule and cleaning supplies procurement.

7. Busy Bees Report

No report.

8. Youth Club Report

Numbers are steady. Easter eggs have been bought for members to give out on the last session before Easter. An advert has gone into the village magazine for more volunteers to supervise the sessions.

9. Over 60's Bowls

No report.

10. Studio 52 Dance Academy

Presentation days went extremely well.

11. Other Users

No report.

12. Date of Next Meeting

Tuesday 16 May 2023, 6.30pm Village Hall Lounge.

DRAFT MINUTES

WOLLASTON PARISH COUNCIL
PLAYING FIELD & PARKS MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD ON
Tuesday 11 April 2023, 7pm
At The Hill, Wollaston

VOTING MEMBERS PRESENT

Messrs Jones, Savage (Chair), Silsby and Miss D. Styles (Clerk)

PUBLIC PRESENT

None

APOLOGIES

Messrs Green, Mitchell, Perry and Mrs Milroy. No response from Mr Cotter.

MINUTES

The minutes of the last meeting from 14 March 2023 were agreed unanimously and signed as a correct record.

FINANCES

Finances to end of March 2023 had been circulated together with end of year budget figures and capital figures. Glue for bolt purchased for toddler swings £3.19, Clubhouse roof repairs £330, NNC wheelie bin/2 x recycling bin 3 month renew £159.25, EDF initial floodlight charge £31.13, bench refurbishments £525, Phase 2 tree maintenance PF £1,815. The security light repairs at £181.42 have been deducted from the secure area capital monies. This leaves £294 from the original £36,333 for the adult gym equipment and storage shed monies. The end of year budget had an underspend of £199, with extra spends on the wheelie bin collections, hedges/weed spray/strim, floodlight energy charges, repairs and maintenance and tractor fuel. Another assessor has been recruited for the theft at the storage area insurance reclaim. Clerk to submit invoice from CC for scarifier and cassettes and complete the claim. Clerk to pay Mr Silsby for the replacement padlocks as these were paid out of his personal monies. Receipt in for insurance reclaim.

PLAY EQUIPMENT AND ADULT GYM INSPECTION/MAINTENANCE

Mr Savage confirmed he had inspected the equipment and handed the inspection sheets to the Clerk. Clerk to book play equipment audit for St. Marys and Playing Field.

POCKET PARK

The Pocket Park continues to look nice and tidy. Thanks to everyone helping with opening and closing the site.

SPORTS ASSOCIATION REPORT

Vics football, there have been some issues with player availability, considering dropping the reserve side next season. The 1st Team results are generally good. Preparations for cricket season are in hand with the 1st Team at Overstone for a friendly. The season starts on 22 April 2023 with the first home game on the 29 April. The overseas player from Australia arrives next week. The cricket club and football club have agreed a date for the transfer of the bar. The Vets are doing well and are fourth in the league.

PURCHASES REQUIRED

The tennis courts need to be cleaned. A new bottle fridge is required for the bar. The car park line marking needs to be completed. The repaint at St. Marys play area should be carried out once the weather improves. The bund needs to be in place to enhance security at the site. A ride on mower will be sought as the hand mower is too laborious for smaller areas around the gym equipment, over the cess pit and back of the tennis courts.

FIELD MAINTENANCE/MATTERS RELATING TO THE FIELD

Imperial Carpentry will be completing some works to the fascia boards. A quote is being sought for the metal boards to the front of the clubhouse for advertising and to replace the dangerous wall. Mr Silsby will contact Wilcox Agricultural as the outfield is very patchy. The irrigation system should be in end of

April/beginning of May. The area of the field near the cess pit and road has sunk and needs filling and reseeded. The container on the large path needs moving to the secure area; sell or scrap the covered mobile unit to make space for the container in the secure area. Mr Jones will look at available options to replace the cess pit for cost efficiency and in readiness for when the contractor who empties it, eventually retires. Looking at a water treatment unit and possible grants or S106 monies. Discussion took place as to the cost of a complete refurbishment of the MUGA from S106 monies, which has increased significantly since the last quote. One option is to just replace the chain link fence and replace the surface thus leaving enough monies for the clubhouse extension plans. The ground was cut last week and due another cut next week as the weather improves. The football club are speaking to Maximow regarding the pitch verti-draining and seeding in May 2023. Clerk had received an email from NNC regarding new Public Spaces Protection Orders regarding Anti-Social Behaviour, Crime and Policing Act 1914 which would also assist the Committee in the control of dogs on the site when the Dog Warden is called out. Clerk to apply to have the PF included in the orders. There has been some criminal damage at the Playing Field whereby some slats have been removed from the newly repaired fence and placed over the brook. CCTV has shown some likely culprits but unfortunately no actual evidence. It was noted only 2 cameras are working and Clerk will contact Schmitz Cabling regarding the other feeds.

DATE OF NEXT MEETING

It was agreed due to training on Tuesdays and Thursdays, the next meeting will take place on:

Wednesday 10 May 2023 at 7pm at the Clubhouse, Playing Field, London Road, Wollaston.

There being no further business the Chair thanked everyone for attending and closed the meeting at 8pm.