



email: clerk@westhunsburyparishcouncil.gov.uk

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To All Parish Councillors: I hereby summon you to attend the **Ordinary Parish Council Meeting**, which will take place on **Thursday 17th February 2022 at 7.00pm** at Parsons Meade Community Centre

All parishioners and members of the press are invited to attend.

Please be aware the meeting may be recorded.

A handwritten signature in black ink, appearing to read 'Fiona Young', is written over a faint horizontal line.

Clerk, Fiona Young

AGENDA

22/016 To receive any apologies for absence and approve reasons for absence

22/017 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda

22/018 To approve and sign the Minutes of the Council Meeting held on the January 20th 2022

22/019 Public Session. Residents are invited to address the Council. The session will last for 15 minutes with each contribution lasting a maximum of 3 minutes. Each resident may speak once. Representations shall not require a response at the meeting or start a debate. Residents must address the Chairman who may direct that a written or oral response be given.

22/020 To Receive Reports from

a) Police Representative. Crime report from Police Officer David Okere. January reports - Burglary dwelling 2, Criminal Damage 5

b) West Northants Councillors

22/021 Resolution to co-opt following the recent casual vacancy. Clerk to circulate applicants' statements prior to the meeting.

22/022 To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC.

22/023 Matters arising from previous minutes, for report only

- The Clerk has sent off the mandate change forms for the bank account
- The Clerk requested permission for a Jubilee Beacon on Hunsbury Hill on January 21st, no response as yet.

22/024 Planning

- 1. New applications – Council to resolve a response to the following applications;**
 - **WNN/2021/1193** 7 Heronsford, West Hunsbury. Single storey rear extension to form granny annex

<http://planning.northamptonboroughcouncil.com/planning/search-applications?civica.query.FullTextSearch=west%20hunsbury#VIEW?RefType=PBDC&KeyNo=113886>

- **WNN/2022/0081** 26 Whaddon Close, 2 Storey side extension

<http://planning.northamptonboroughcouncil.com/planning/search-applications?civica.query.FullTextSearch=west%20hunsbury#VIEW?RefType=PBDC&KeyNo=114056>

- **WNN/2021/0537** Former Milton Ham Farm Towcester Road, Northampton Northamptonshire NN4 9RN

<http://planning.northamptonboroughcouncil.com/planning/search-applications?civica.query.FullTextSearch=west%20hunsbury#VIEW?RefType=PBDC&KeyNo=112713>

Please note, this is an amended application being re consulted due to new information. In this case the new information is a Transport Assessment. Please look at this document if you wish to comment. All existing comments will still be taken into consideration, we do not need to resubmit.

2. Decisions, if available

WNN/2021/0029 Land East of Towcester Road Northampton Northamptonshire

22/025 Finance

1. Resolution to approve the payments tabled below;

Payable to	Details	Amount £
F Young	Salary	766.92
HMRC	Tax and NI	225.45
Ncalc	Training	128.00
SLCC	Clerks membership (annually shared between 2 councils)	119.44

2. To note payments approved at the Community Events Committee meeting under the Terms of Reference, payments already made.

Payable to	Details	Amount £
Mr D Stone	Reimburse deposit for Ceilidh band	80.00
AE Marquee Hire	Deposit for marquee hire	1004.40
King bouncealot	Inflatable hire	185.00

2. Approval of the bank reconciliation statement below

Bank reconciliation January 31st 2022 – Balance at April 1st 2021 £68,152.01 less payments £22882.03 plus receipts £26,259.70 = £72586.83 Bank accounts at 31.01.2022 £26327.31 plus £45,202.37 =£72586.83

3. Confirmation that the internal controls councillor has completed the checks to the payments.

22/026 Resolution to review and approve the adoption of the following governance documents

- Financial Regulations
- Scope & Nature of Internal Controls and Internal Audit

- Internal Control Terms of Reference
- Internal Control Procedures
- Complaints Procedure
- Financial Management/Risk Assessment
- Risk Management Policy
- Reserves Policy

22/027 Community Events

1. To receive a report from the Community Events Committee
2. Resolution to order a Jubilee Beacon, to include the agreement of a budget which will include any work needed to install and manufacture the beacon. To also include agreement on the placement of the beacon and arrangements for a bugler, a choir or other performers in accordance with official guidance.
3. Fireworks 2022 – Resolution to consider holding a Fireworks Event in November 2022.

22/028 Ncalc Asset Mapping Project

- Resolution to agree the distribution of tasks and scope of the project
- Resolution to subscribe to Parish Online Mapping for a six month free period and a continuing subscription following that period at a cost of £280.08 /per year
- Resolution to draw down the Ncalc grant of £515.18
- To agree a date for the initial meeting of the working party and to confirm members of the working group.

22/029 First aid training

To discuss the quotes received and agree action.

22/030 Green Lane – To receive an update.

22/031 Tree Strategy Working Group – to receive update

22/032 Correspondence and actions when needed.

- West Northamptonshire Enhanced Partnership under the Bus Services Act consultation closes Feb 25th.
- Charmaine Bassindale – Ncalc Asset Mapping Project

22/033 Next meeting – March 17th 2022