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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 November 17th 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 blue ink, appearing to read 'Fiona Young', is written over a faint circular stamp.

Clerk, Fiona Young

AGENDA

22/172 To receive any apologies for absence and approve reasons for absence

22/173 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda

22/174 To approve and sign the Minutes of the Ordinary Council Meeting held on October 20th 2022

22/175 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.

22/176 To Receive Reports from

- a) **Police Representative.** Crime report from PC Elliott. Figures for October – Vehicle Crime 1, Criminal Damage 1.
- b) **West Northants Councillors**

22/177 To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.

22/178 Matters arising from previous minutes, for report only

- Letter sent and reply received from Dame Andrea Leadsom MP plus reply received from WNC to Dame Andrea Leadsom MP.
- The Clerk contacted Cllr Chowdhury and requested any information regarding discussions with Tesco.

November 10th 2022

22/179 Finance

1. Resolution to approve the payments tabled below for November

Payable to	Details	Amount £
F Young	Salary including uplift, back dated pay to April 1 st and expenses	1169.38
HMRC	Tax and NI	449.07
Viking	Stationary	50.15
Carl Squires	Reimburse hardware for Remembrance display	31.10
David Ogilve Engineering	Remembrance bench	1556.40
Welford Christmas Tree	Christmas tree + lights + delivery +install	759.00
L Hook	Reimburse remembrance display	27.98
L Hook	Reimburse poppy wreath(RBL)	20.99
J & S Potter Ltd	Installation of Remembrance Bench	648.00
Tesco mobile	Monthly mobile	6.00*

*this bill is the same every month, it is paid by direct debit on the 1st of the month and does not require monthly approval.

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

3. Resolution to approve the bank reconciliation statement for 31st October 2022

31st October 2022 Bank reconciliation – Balance at April 1st 2022 £66,667.50 less payments £26,344.42 plus receipts £25,277.34 = £ 65,600.42 Bank accounts at 31.10.2022 £ 20,379.58 plus £45,220.84 = £65,600.42

4. Budget 2023/2024 To commence discussions regarding setting the budget for 2023/2024, Councillors to bring forward ideas for projects during next year and beyond. Final budget to be agreed in December.

22/182 Resolution for council to sign the Civility and Respect Pledge from Nalc and the SLCC.

Councillors please see <https://www.nalc.gov.uk/our-work/civility-and-respect-project#the-pledge>

22/183 Resolution to form a Staffing Committee and adoption of the Terms of Reference

22/184 Resolution to adopt the following policies

- Grievance Policy
- Disciplinary Policy
- Dignity at Work, Bullying and Harassment Policy

November 10th 2022

22/185 Planning

1. New applications

WNN/2022/1199 9 Teal Close, West Hunsbury. Ground and first floor extensions.

<http://planning.northamptonboroughcouncil.com/planning/search-applications?civica.query.FullTextSearch=west%20hunsbury#VIEW?RefType=PBDC&KeyNo=116137>

22/186 Bus service – Chairman to provide an update on discussions with Ability bus service.

22/187 Claystones Open Space

1. Update on the installation of the bench to include costing.
2. Update on the suitability of a proposed wildflower area

22/188 Resolution to purchase plaques and agree the wording for the Jubilee, Remembrance and Claystones benches.

22/189 Residents Survey to support the Parish Plan – Resolution to form a working party to develop a residents survey to provide an evidence base for the Parish Plan.

22/190 Tree Planting – Resolution to agree to plant new trees in Ladybridge Park, update and costings from Cllr Wilmshurst.

22/191 Correspondence and actions when needed.

- Hunsbury Library – intro and invite
- Invite to Clerk from Ncalc to Update on Engagement meeting with WNC, Nov 23rd via Zoom
- Town & Parish Briefing from WNC – Circulated
- WNC Consultation on further amendments to Local Plan – circulated
- A43 Tove Public liaison officer introduction
- WNC – Council to recommend changes to electoral areas
- Cllr Pinder Chauhan – Update on tree maintenance and streetlights and also leaf clearance.

22/192 Next meeting date December 15th 2022

22/193 Resolution to close the meeting to the public and press due to items of a confidential nature.

22/194 Staffing.

1. Pay award 2022/2023 – Resolution to approve the increase of salary scales for local government employees and the back dating of that increase to April 1 2022. This confidential information can be found in the Clerks report. An additional one day of annual leave (pro rata) from 1st April 2023 has also been announced.

2. Resolution for Clerk to attend the SLCC Practitioners Conference Feb 1 & 2nd 2023, Kenilworth max cost of overnight stay and two days at the conference £330 would be shared by second council.