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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 16th 2023 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**

**23/167 To receive any apologies for absence and approve reasons for absence**

**23/168 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda**

**23/169 To approve and sign the Minutes of the Ordinary Council Meeting held on October 19th 2023**

**23/170 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.

**23/171 To Receive Reports from**

- a) Police Representative.** October crimes – 1 vehicle crime
- b) West Northants Councillors**

**23/172 To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.**

**23/173 Matters arising from previous minutes, for report only**

- The Clerk confirmed that 6 bins have been ordered, 5 single, 1 double. They will be delivered to JS Potters.
- The Clerk contacted WNC as agreed at the last meeting to make enquiries about the maintenance of the areas in the parish requested by Cllr Matthews.

**23/174 Staffing**

November 10th 2023

- a) Resolution to approve the national increase in pay scales for the Clerks salary and the recommended backdating of the increase to April 1<sup>st</sup> 2023.

**23/175 Fireworks Event**

- a) Resolution to agree payments to be made in connection with the cancelled fireworks event.  
 b) Resolution to write to West Northants Council and outline concerns about the way in which the land flooded, the speed of the water flow and direction that the water came from.

**23/176 Finance**

**1. Resolution to approve the following payments for November;**

Payable to	Details	Amount £
F Young	Salary	1178.98
HMRC	Tax and NI	479.05
JS Potters	Installation of bench	984.00
Titanium fireworks		TBC
Mo Sounds	PA System, Lights etc	2899.20
Awesome coffee		TBC
Burger van		TBC

**2. Resolution to approve the bank reconciliation statement for October 31st 2023**

**Bank Balance at 1<sup>st</sup> April 2023** £5304.27 + £45302.20 = £50,606.47

**Plus Receipts** £25,216.09

**Less Payments** £19,438.92

**Total - £56,383.04**

**Bank Balance at 31<sup>st</sup> October 2023** - £10,865.35 + £45,518.29 = **£56,383.04**

3. To confirm that the monthly internal controls checks have been completed.  
 4. To receive the budget report and to discuss the budget and precept for the coming financial year.

**23/177 Planning** - No new applications.

**23/178 Parish Plan WP-** To receive update from the Chairman. Agree next wp date

**23/179 Communications Working Party** – To receive update from Cllr Garratt

**23/180 Warm Spaces in West Hunsbury** – Resolution to consider establishing a second warm space in the parish ( Requested by Cllr Spink)

**23/181 Correspondence and actions when needed.**

- CHCC AGM notice – Clerk circulated
- WNC Interim tax base figures

**23/182 Next meeting date December 21<sup>st</sup> 2023** and council to agree parish office closure over Christmas.