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**Minutes of the Parish Council Meeting, Held on Thursday November 16th, 2023
 at 7pm Parsons Meade Community Centre**

Members Present: Councillors Carl Squires (Chairman), Linda Hook, Mavis Wilmshurst, David Garrett, Pete Spink and Richard Matthews.
 WNC Cllr Andre Gonzalez de Savage
 Also present– Fiona Young (Clerk)
 One member of the public

Item no	
23/167	To receive any apologies and approve reasons for absence. It was Resolved to approve apologies from Cllr Philip.
23/168	To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda Cllr Barker declared a personal interest in item 23/176 Payments in relation to her son who was involved in booking the fire eaters.
23/169	To approve and sign the Minutes of the Ordinary Council Meeting held on October 19th, 2023. It was Resolved to approve the minutes and they were signed as a true record.
23/170	Public Session. There were no public comments.
23/171	To Receive Reports from the following a) Police Representative. October crimes –Vehicle Crime 1, b) West Northants Councillors. Cllr Gonzalez de Savage asked whether Councillors receive the WNC Town and Parish Briefing, the Clerk distributes it to all. There is a consultation regarding extending the licence for Voi scooters. There is now a parish council liaison for West Northants Council, Alan Burns. There is a new newsletter called West Life that is delivered to all residents in the whole of WNC.
23/172	To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report. Cllr Hook and Cllr Spink attended the Camphill Community Centre AGM. Cllr Hook reported that a lot of groups use the community centre. The results of the parish survey were discussed, there were several comments in the survey suggesting that more advertising of events and groups

	<p>using the Camphill Centre could be done, the Community Centre Committee were aware of this feedback. Cllr Barker also attended the AGM as a representative of another group. Cllr Barker reported that a religious group called 'Destinys Church' are looking at arranging free community breakfasts, it was agreed that the clerk would post any flyers associated with these events on the parish council social media.</p> <p>The Chairman attended a meeting of the Friends of West Hunsbury Parks. It was noted that several benches in the park needed repairing or replacing, it was explained that these maybe the responsibility of West Northants Council. It will cost quite a considerable sum to replace the benches, this will be discussed again at a Friend's meeting on Monday November 20th 2023. Cllr Hook attended a meeting of Scouts and spoke about parish councils and what we do, this was well received.</p>									
21/173	<p>Matters arising from previous minutes, for report only</p> <ul style="list-style-type: none"> 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	<p>Staffing</p> <p>Resolution to approve the national increase in pay scales for the Clerks salary and the recommended backdating of the increase to April 1st 2023.</p> <p>It was Resolved to approve the national increase as detailed above.</p>									
23/175	<p>Fireworks Event</p> <p>a)Resolution to agree payments to be made in connection with the cancelled fireworks event. After a lengthy discussion it was Resolved to make the payments shown in item 23/176 below. It was noted that the Awesome Coffee company did not request any payment, the council would like to express their thanks to Awesome Coffee for this gesture of goodwill.</p> <p>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.</p> <p>After some discussion it was Resolved that a letter would be written to West Northants council stating the problems that were encountered on November 4th. In particular the fact that at 3pm the firework field was dry and by 4.30 it had flood water running down it from the direction of the Milton Ham site, this is despite there being no rain for several hours.</p> <p>The parish council would like to see a record of the drainage inspections for the system at Milton Ham that deals with the run off as the water appeared to be running from the direction of the bund that is adjacent to the new track. The parish council were very disappointed to have had to cancel the fireworks display and its cancellation has cost quite a lot of money.</p>									
23/176	<p>Finance</p> <p>1.Resolution to approve the payments listed below</p> <table border="1"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>F Young</td> <td>Salary, expenses and reimburse zoom</td> <td>1251.17</td> </tr> <tr> <td>HMRC</td> <td>Tax and NI</td> <td>479.05</td> </tr> </tbody> </table>	Payable to	Details	Amount £	F Young	Salary, expenses and reimburse zoom	1251.17	HMRC	Tax and NI	479.05
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	JS Potters	Installation of bench	984.00
	Titanium fireworks	Fireworks company	1200.00
	Mo Sounds	PA System, Lights etc	2899.20
	Burger van	Fireworks event	600.00
	Code Red Entertainment	Fireworks event	300.00
	Welford Christmas Tree Farm	Christmas tree, installation and delivery	777.00
	C Squires	Fireworks expenses reimbursed	£75.00
	L Hook	Fireworks expenses reimbursed	61.24
	C Squires	Remembrance reimbursed	42.49
	Etiquette Security	Fireworks event security	73.20
	<p>It was Resolved to approve the payments listed above.</p> <p>2. Resolution to approve the bank reconciliation statement for October 31st 2023 Bank Balance at 1st 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 31st October 2023 - £10,865.35 + £45,518.29 = £56,383.04 It was Resolved to approve the bank reconciliation.</p> <p>3. To confirm that the monthly internal controls checks have been completed. The Internal Controls Councillor received the paperwork for the monthly checks but unfortunately was not able to confirm that the checks had been completed.</p> <p>4.To receive the budget report and to discuss the budget and precept for the coming financial year. The Clerk had circulated a budget report showing current spending to date, the budget and precept for 2024-2025 will need to be formerly agreed at the December meeting. There followed a discussion about possible projects and spending for the coming year. The Clerk entered some new figures into the draft budget and will circulate them to all before the December meeting.</p>		
23/177	Planning - No new applications.		
23/178	Parish Plan Working Party - To receive update from the Chairman. It was agreed that the Parish Plan working party would meet again in January.		
23/179	Communications Working Party – To receive update from Cllr Garratt Unfortunately it had not been possible to get a newsletter written and printed in time for it to be the Autumn/ Winter edition. It was agreed that the Communications Working Party would meet in January to plan a Spring edition.		
23/180	Spaces in West Hunsbury – Resolution to consider establishing a second warm space in the (Requested by Cllr Spink) This item was no longer required.		

23/181	<p>Correspondence and actions when needed.</p> <ul style="list-style-type: none"> • CHCC AGM notice – Clerk circulated • WNC Interim tax base figures • St Benedicts Church Community Mini Christmas tree competition – it was Resolved that Cllr Hook and Cllr Spink will try and enter the mini Christmas Tree competition.
23/182	<p>Next meeting date December 21st 2023</p> <p>It was agreed that the parish office would be closed between December 22nd 2023 and January 3rd 2024</p>