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**Minutes of the Parish Council Meeting, Held on Thursday January 18th, 2024
 at 7pm Parsons Meade Community Centre**

Members Present: Councillors Carl Squires (Chairman), Linda Hook, Mavis Wilmshurst, Kathryn Barker, David Garrett, Pete Spink, Soosan Philip and Richard Matthews.
 WNC Cllr Pinder Chauhan
 Also present– Fiona Young (Clerk)
 One member of the public

Item no	
24/01	<p>To receive any apologies and approve reasons for absence. There were no apologies received.</p>
24/02	<p>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda Cllr Spink declared an interest in item 24/11</p>
24/03	<p>To approve and sign the Minutes of the Ordinary Council Meeting held on December 21st, 2023. Cllr Matthews asked for an amendment on page 1. The road name needs to be changed from Hunslett Lane to Hunsbury Hill Road, the amendment was agreed, and it was Resolved to approve the minutes and they were signed as a true record.</p>
24/04	<p>Public Session. Nothing reported.</p>
24/05	<p>To Receive Reports from the following a) Police Representative. December crime figures 1 Burglary Residential and 1 Vehicle Crime. The Chairman reported that this months Cuppa with a Copper had been cancelled and the next one is Feb 14th, 10 -12 pm in Hunsbury Library. b) West Northants Councillors. Cllr Chauhan updated the council on the several matters including –</p> <ul style="list-style-type: none"> • West Northants Council has been selected for a national youth programme which will focus on youth ambassadors. • There was an important meeting this week with local businesses to discuss the recruitment of people with SEN challenges. • The Love Food, Hate Waste scheme was announced this week. • Northants Police have received an award for their work with violence on women. • There is lots of ongoing work following the widespread flooding on January 2nd.

	<ul style="list-style-type: none"> • The work to adopt Green Lane is ongoing, it is likely to take some time. • There should be an update to the bus service in February 															
24/06	<p>To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.</p> <p>The Chairman reported that he and Cllr Spink attended the Voi Scooter forum, the main issue reported with the scooters is how and where they are left, there are many incidences of the scooters blocking the pavement. The Chairman also attended a Friends of West Hunsbury Parks meeting during which a project to turn tree trunks into bespoke benches was discussed. The benches will be hand carved and as the cost is quite substantial there is a possibility that the Friends group will apply for some funding help from the parish council.</p> <p>Some repairs are needed to the benches by the picnic area, the Chairman asked that this is put on the next agenda. Cllr Wilmshurst reported that the Northampton Ironstone railway now has a steam engine which should attract new visitors.</p>															
24/07	<p>Matters arising from previous minutes, for report only.</p> <ul style="list-style-type: none"> • To confirm that the precept request was sent to WNC. • The new bins have been delivered to JS Potters and are now awaiting installation. • To confirm the response was submitted to the Community Governance Review • Confirmation that an enquiry has been sent to WNC regarding the zebra crossing on Hunsbury Hill Road. The Clerk read out a response from Helen Howard at West Northants Council, Helen confirmed that the zebra crossing will be added to the network improvement plan for consideration in the next financial year. This is not a guarantee that the crossing will be upgraded but it will be considered. 															
24/08	<p>Finance</p> <p>1. Resolution to approve the following payments for January, plus any that arrive between agenda publication and the meeting.</p> <p>The Clerk explained that a further payment had been added to the list after the agenda had been published, this is for the clerk annual membership to the SLCC.</p> <p>It was Resolved to approve all the payments shown below;</p> <table border="1" data-bbox="204 1317 1385 1527"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>F Young</td> <td>Salary</td> <td>895.71</td> </tr> <tr> <td>HMRC</td> <td>Tax and NI</td> <td>269.68</td> </tr> <tr> <td>DCK Payroll</td> <td>Payroll services</td> <td>30.00</td> </tr> <tr> <td>SLCC</td> <td>Clerks annual subscription (% share)</td> <td>97.92</td> </tr> </tbody> </table> <p>2. Resolution to approve the bank reconciliation statement for 31st December 2023</p> <p>Bank Balance at 1st April 2023 £5304.27 + £45302.20 = £50,606.47</p> <p>Plus Receipts £25371.99</p> <p>Less Payments £32294.06</p> <p>Total - £43,684.40</p> <p>Bank Balance at 31st December 2023 - £8014.21+£35,670.19 = £43,684.40</p> <p>Bank reconciliation approved.</p> <p>3. To confirm that the monthly internal controls checks have been completed.</p> <p>Cllr Philip confirmed that the monthly controls checks have been done and there were no concerns.</p>	Payable to	Details	Amount £	F Young	Salary	895.71	HMRC	Tax and NI	269.68	DCK Payroll	Payroll services	30.00	SLCC	Clerks annual subscription (% share)	97.92
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24/09	<p>Planning</p> <ul style="list-style-type: none"> No new applications.
24/10	<p>Resolution to approve a funding request from Hunsbury WI to buy litter picker equipment. This item was taken off the agenda.</p>
24/11	<p>Resolution to approve a grant application from Space 2 Talk Cllr Spink declared an interest in this item as a Director of Space 2 Talk CIC. The grant application was for a start up amount of £750, the parish council had requested a more detailed breakdown of how the grant would be used, this information had been provided and distributed to all councillors prior to the meeting. After some discussion Cllr Matthews proposed that the grant application is approved, Cllr Barker seconded the proposal and all agreed. It was Resolved to approve a grant of £750 to Space 2 Talk to set up a base in West Hunsbury. The payment would be made at the February meeting.</p>
24/12	<p>Website – to receive an update from the Clerk regarding the 2Commune website and to resolve action as required. The Clerk had provided councillors with numerous updates over the two weeks following the announcement from 2Commune that they will cease their parish council websites from March 31st 2024. West Hunsbury PC have paid for the council website until November 2024 and the domain name until November 2025. After some discussion and having looked at the various options available it was agreed that the council would wait for an offer letter to come from Cuttlefish, they are the company that provided the websites for 2Commune to re sell. It is thought that Cuttlefish have offered to maintain the websites, email and domain name for the length of time left on the contracts with 2Commune for no extra cost. This will be discussed further at the February meeting.</p>
24/13	<p>Flooding – Clerk to update regarding a meeting with WNC to discuss the flooding of the fireworks event. Cllr Hook and Cllr Matthews will meet with Michelle Jarvis and Ruth Burnham from West Northants Council to discuss the flooding of the fireworks event, the meeting has yet to be arranged as the West Northants Council officers need to speak to Travis Perkins about the Milton Ham site first.</p>
24/14	<p>Working parties – to discuss the councils working parties, frequency of meetings and key responsibilities. The council has the following working parties – Green Lane – Cllrs Barker, Garret (Chairman) Wilmshurst, Matthews, Spink Parish Plan – Whole council Footpaths – Cllrs Barker, Spink, Matthews Communications – Cllrs Squires, Hook, Barker, Garret (Chairman)</p> <p>It was agreed that it would be useful for the Clerk to look at a method of file sharing, this will be put on the February agenda.</p> <p>Each working party was reminded that it would be good practice to review the Terms of Reference for each group.</p>
24/15	<p>Parish Plan WP- To receive an update from the Chairman and to agree the next meeting date</p> <p>It was Resolved to hold a hybrid meeting on February 12th 2024, starting at 7pm. Cllr Hook will reserve the meeting room at Parsons Meade.</p>

24/16	<p>Green lane WP - To receive an update if available At present there is nothing further to update.</p>
24/17	<p>Communications WP – To receive an update if available, also to discuss and resolve whether to create a council WhatsApp group. After some discussion it was Resolved to set up a parish council Whatsapp group. The clerk advised caution when using platforms other than email, it is common for discussions to occur that should only be held within a meeting setting. It is also thought that Whatsapp conversations can be requested under the Freedom of Information Act. The Clerk will try and join the Whatsapp group but the parish mobile phone is very basic and may struggle. It was emphasized that the group is not a discussion group, it is for urgent information and to notify of important council emails.</p>
24/18	<p>Events Committee WP – To receive an update and to resolve to add a councillor to the Committee following the resignation of Colin Moore It was Resolved to add Cllr Soosan Philip to the Event Committee. A meeting will be organised in February.</p>
24/19	<p>Correspondence and actions when needed.</p> <ul style="list-style-type: none"> • Northants PFCC Virtual meeting invite – Tuesday Jan 16th, circulated to councillors. • WNC Draft budget consultation – closes Tuesday Jan 23rd • Request for support from Ability Bus CIC for an application for grant funding to WNC. – Clerk responded. • Various officers at WNC in response to the flooding of the fireworks event – Clerk, Cllr Hook and Chairman liaising.
24/20	<p>Next meeting date February 15th 2024</p>