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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 July 20th 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, illegible stamp.

Clerk, Fiona Young

## **AGENDA**

**23/108 To receive any apologies for absence and approve reasons for absence**

**23/109 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda**

**23/110 To approve and sign the Minutes of the Ordinary Council Meeting held on June 15th 2023**

**23/111 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.

**23/112 To Receive Reports from**

- a) **Police Representative.** No crimes recorded in the report for June.
- b) **West Northants Councillors**

**23/113 To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.**

**23/114 Matters arising from previous minutes, for report only**

- Suitable photos sent to 2Commune for the new website
- Colour of new website discussed and agreed with 2Commune subject to accessibility criteria.
- Chairman confirms that the flood map has been requested from the Environment Agency.

## 23/115 Finance

### 1. Resolution to approve the following payments

Payable to	Details	Amount £
Fiona Young	Salary	848.24
HMRC	NI & Tax	243.14
Royal Mail	Survey freepost	67.51
Hunsbury Park Primary	Leavers gift donation	336.16

### 2. Confirmation that the internal controls councillor has completed the checks to the payments for both June and July.

### 3. Resolution to approve the bank reconciliation statements for 30<sup>th</sup> June 2023

WHPC Bank Rec 30.06.2023		
Current Account as at April 1st 2023	£	5,304.27
Deposit Account as at April 1st 2023	£	45,302.20
Less Payments	£	11,305.70
Plus Receipts	£	12,594.45
Total	£	<b>51,895.22</b>
Current Account as at 30.06.2023	£	6,498.57
Deposit Account as at 30.06.2023	£	45,396.65
Total	£	<b>51,895.22</b>
Completed by F Young RFO 30.06.2023		

### 4. Resolution to approve the payment of the Clerks salary in August in the absence of a meeting plus any other time sensitive invoices deemed necessary by the clerk, Chairman and Vice Chairman.

## 23/116 Planning

### 1. New Applications - None

### 2. Planning decisions - APP/W2845/D/23/3317069: 36 Hunsbury Close, NN4 9UE Application approved on appeal.

## 23/117 Staffing

- Chairman to confirm the completion of the clerks annual appraisal.

## 23/118 Parish Plan

- To receive initial findings from the Parish Plan Survey.

- Resolution to form a working party to analyse the survey results, report back to main council and begin the process of writing the parish plan.

**23/119 Communications Working Party** – to receive an update if available

**23/120 Community Events Committee** – to include the following

- Update from Cllr Hook, to include progress on applying for the event notice from WNC.
- Resolution to take part in the celebrations for the 80<sup>th</sup> Anniversary of D-Day in June 2024, to briefly discuss what sort of event the parish council would like to hold.

**23/121 Green Lane**

- Resolution to form a Working Party to discuss the issues with Green Lane,
- to agree Terms of Reference.

**23/122 Resolution to clean the rubbish and dog waste bins in the parish – proposed by Cllr Hook.**

**23/122 Bus service**

- To update council regarding a proposed meeting with residents and WNC
- To confirm whether a second letter has been sent to Stagecoach as discussed in the June meeting.

**23/123 Correspondence and actions when needed.**

- Ncalc registration for the NCALC Jam Training portal
- Northampton Community Transport Scheme – Clerk shared on website and facebook inc Active Residents
- Summer Safety Campaign – Clerk shared on website and facebook
- Civility & Respect Training – Clerk circulated
- WNC Street Trading Policy consultation – Clerk circulated
- Ncalc – Maintenance of closed churchyards, requests for info from Danny Moody – does not apply to WHPC.
- NACRE Friendship Visits – action to be agreed
- Consultation register – Community Governance Review and WNC Resources and Waste Strategy

**23/124**

**Next meeting date September 21<sup>st</sup>. No August meeting.**