

**Minutes of the Ordinary Parish Council Meeting
held on Monday 12th June 2023 at 7.30pm in the Village Hall**

Present

Councillors: Malcolm Souter (Chairman), John Emery, Derek Smith, Carl Ponder, John Edwards, Derek Egan & Tim Hill.

Members of the Public: None.

Clerk: Julie Finlay

Ordinary Meeting	Start 07.40 pm
2023.06.01	Apologies for absence Elizabeth Snedker, Ian Dalziel and Rosie Humphreys. No members of the public were present.
2023.06.02	No declarations of interest were received.
2023.06.03	Public interest – None
2023.06.04	The minutes from the meeting of Monday 08.05.2023 were approved as a true and accurate record of the meeting. Proposed Chairman Souter Seconded Cllr. Smith
	Matters Arising
2023.06.05	<ul style="list-style-type: none"> • Electric Vehicle Charging Points. Cllr Rosie Humphreys emailed a Website address that provides guidance on such matters. It was generally agreed that it is <i>not</i> an offence to park partly on the pavement, but could prove hazardous for pedestrians, cyclists and other vehicles, especially if parked close to a blind bend. Chairman Souter offered to meet with the owner of the car in the photo, that was reported in a complaint from a member of the public, to explain that complaints have been received.
2023.06.06	<ul style="list-style-type: none"> • Contact to Western Power: Re: Cutting back of the laurel hedge around the electricity substation. Western Power is now National Grid. WPC has an enquiry reference number 4770981 and contact will be made within 2 working days for a site visit. The WPC confirmed that the area, at the top of Kiln Lane known as the Stockwell area is the responsibility of National Grid.
2023.06.07	<ul style="list-style-type: none"> • Cutting down of the trees at the bottom of Kiln Lane. Currently, there is no feedback from Anglia Water but it is expected that Northants Highways will respond.
2023.06.08	<ul style="list-style-type: none"> • Boundary fences at the end of the bungalow gardens. Cllr Smith gave a summary of the situation. There are 3 fences under scrutiny. The representative from Futures Housing accepted that they are their responsibility. One fence requires concrete spurs to be erected on the side of the fence adjacent to the playing field. The second fence is actually a hedge encroaching 4ft into the playing field and needs to be addressed. The third fence needs a general tidy up. There are two more fences belonging now to other property owners. Cllr Smith recommended that a knock on the door contact (as opposed to anything more formal) to explain the concerns about their fences.
2023.05.09	<ul style="list-style-type: none"> • Missing Documents from the Website Agendas and Minutes have been added to the Website
2023.05.10	<ul style="list-style-type: none"> • Celebration of the new plaque. It was agreed that the photo of Messrs Frank and John Emery to celebrate the plaque should go ahead without involving any other community group. The headmaster of

	<p>Welton Academy for example has not responded to invitations for the school to be involved.</p>
2023.05.11	<ul style="list-style-type: none"> • Review of the Annual Community Group Updates Meeting 25.05.2023 Cllrs Smith and Emery reported that the 2023 meeting was the worst ever for attendees. Reports from all the invitees were read out at the meeting, but other concerns were raised, and changes were proposed for future meetings. An agenda should be placed on the Noticeboard. Hard copies of the Agenda should be circulated to all councillors, together with the invitations to the various other community groups.
2023.05.12	<ul style="list-style-type: none"> • Invoices: All currently up to date.
2023.05.13	<ul style="list-style-type: none"> • Use of the spinney. It was confirmed that the school and the play group have been using the spinney. However, it was reported that some work needs to be carried out. Mowing of the grass and clearance of ground ivy are two priorities. See actions.
2023.05.14	<ul style="list-style-type: none"> • Training. Cllr Dalziel has signed up for a planning Course with NCALC. Other courses are available for the three new councillors and the new clerk. Chairman Souter advised that training opportunities can be funded from WPC funds.
2023.05.15	<ul style="list-style-type: none"> • Damaged wall adjacent to Wisteria Cottage Cllr Smith reported that the adjacent land to the retaining wall is believed to be owned by Francis Jackson Homes, according to the representative from The Land Registry. The conclusion from this WPC meeting is that it is not the responsibility of Welton Parish Council, therefore neither is the damaged retaining wall.
2023.05.16	<p>Re: Annual Audit.</p> <ul style="list-style-type: none"> • Chairman Souter advised that the forms and format from previous years has been repeated. A full report of the Asset Register was shared with the councillors and is available in future upon request. Please contact the Chairman or Clerk. • The closing balance from the audit 2021-2022 becomes the opening balance 2022-2023 • Council assets remain the same with exception of items removed from the playing field • Other Audit requirements involve Finance statements, a Risk Assessment and ensuring the Website is fully up to date regarding Agendas, Minutes, Asset register, Finance data (past and present) and Bank Transactions: All invoices were paid during the period subject to audit and no bad debts were recorded. • Summary: It is the intention of the Chairman and the Clerk to submit the forms to the relevant auditors before the end of June. See actions.
2023.06.17	<p>Roles and Responsibilities</p> <ul style="list-style-type: none"> • Chairman Souter advised that there are two sub committees Finance and Planning. • Cllr Dalziel has already agreed to accept planning issues • Cllr Ponder, with Cllr Smith as deputy, accepted role for highways. More discussion regarding various issues including street lighting, speed watch cameras, battery chargers will continue at July's WPC meeting. • Cllr Smith accepted the role for reporting on issues regarding "open spaces" in the village. • Cllr Emery accepted the role for footpaths and bridle paths. • Cllr Dalziel and Clerk accepted responsibility for the Website • Cllr Egan accepted the role of Police Liaison Representative. On behalf of WPC. • Cllrs Smith and Emery accepted the roles for School Liaison • Cllr Hill accepted the role covering Finance Issues and potentially audit preparation.
2023.06.18	<p>Planning Committee</p> <ul style="list-style-type: none"> • Cllr Dalziel has taken over from Cllr Snedker regarding Planning Issues.

	<ul style="list-style-type: none"> The comments from the WPC regarding the planning application for a dwelling above the disused reservoir were that it should not be accepted. The WPC's verdict, with reasoning, was forwarded to the Planning Division of Daventry Council 06.06.2023 Cllr Smith's report at the last meeting that there is a <i>potential</i> application for a solar farm at a 19-acre site at Welton Lodge. There was no further update so far. 	
2023.05.19	<ul style="list-style-type: none"> Finance The Council's financial position as at 31.05.2023 Balance: £25,174.23p The financial position is updated regularly on the Web site. 	
2023.05.20	<ul style="list-style-type: none"> Payments Payments for Village Hall £38.00. Clerks salary £431.35 + £9.60 admin. Grass cutting £510.00. Annual tax returns £35.00. EON for lights maintenance, (not electricity) £37.52. WOW contribution of £211.64. McAfee £80.00 for Laptop security. were all cleared for payment. Audit costs and Play equipment inspection will be included in July 2023 meeting. Cllr Emery proposed payment clearance, Cllr Hill seconded. 	
	Councillor/Clerk Reports	
2023.05.21	<ul style="list-style-type: none"> Re: Village Assets: Cllr Egen reported that following a meeting with Simon Escriett, two statements need to be signed, a declaration sent to Land Registry and evidence of Possession Title will be requested. Historical issues dating back to 1962 were raised, but the conclusion at the time, was that the playing field does belong to WPC. To be continued. 	
2023.05.22	<ul style="list-style-type: none"> Re: Playing Field Repairs Cllr Smith reported that timber needs replacing. He has obtained a quote for £50.00 to replace two pieces of wood to rectify the situation. The front of the train (multi play area) is deteriorating. Red Lynch Leisure have provided repair services in the past. See Actions. 	
2023;06.23	<ul style="list-style-type: none"> Chairman Souters Requests Please would all the councillors consider any ideas of where monies might be effectively used for the benefit of the village. All ideas are welcome. 	
Minute	Action	Who
	Ongoing from May's meeting: Electric Charge Point - Sharing information / guidance from other Parishes. Cllr Humphreys shared a Website for information. Report and Website must be located and shared at the next meeting.	Clerk
	Invoicing for all parties. Action: To instigate payment for approved invoices and circulate new ones at the next meeting	Clerk
	Contact Western Power again.	Clerk
	Contact Anglian Water and The Northants Highways Department again.	Clerk
	Obtain Title Deed from Land Registry for Wisteria Cottage.	Clerk
	Obtain Report and invoice for the Playing Fields Inspection.	Clerk
	Co-Opted Councillor enrolment documents to be submitted with Northants Council after Cllr Ponder has updated his forms.	Clerk
	Obtain a full list of training possibilities and availability from NCALC	Clerk
	Create a letter to 5 Halford Way regarding the land, retaining wall and potential ownership.	Cllr Dalziel
	Progress the audit preparation: Timing goal 30.06.2023	Chairman and Clerk
	Contact Red Lynch Leisure re The Playing Field Repairs	Clerk

Meeting closed at 09.10pm. The next Ordinary Meeting will be Monday 10th July 2023 07.30 Pm. Venue: Village Hall, Welton.