

Minutes of the Ordinary Parish Council Meeting held on Monday 11th September 2023 at 7.30pm in the Village Hall

Present

Councillors: Chairman Malcolm Souter, Vice Chairman Ian Dalziel, Councillors: John Emery, Derek Smith, John Edwards, Derek Egan & Tim Hill.

Members of the Public: None.

Clerk: Julie Finlay

Ordinary Meeting	11.09.2023. Start of meeting 07.35 Pm
2023.09.01	Apologies for absence: Councillors Elizabeth Snedker, Rosie Humphreys and Carl Ponder.
2023.09.02	No declarations of interest were received.
2023.09.03	Public interest: Mariet Tidmarsh wished to express her thanks for WPC support for the Make Bake Grow and Show event on Saturday 9 th September 2023. It is intended for the event to become an annual event, so discussion took place regarding whether WPC should include the grant in the annual budget. £150.00 was granted for 2023. The conclusion was that it should be a regular budgeted event.
2023.09.04	The minutes from the meeting of Monday 12 July were approved and signed by the Vice Chairman Ian Dalziel as an accurate record of the meeting.
	<u>Matters Arising</u>
2023.09.05	<p>Cutting back of the laurel hedge around the electricity substation. Western Power is now National Grid. WPC has an enquiry reference number 4770981.</p> <p>Representatives of National Grid carried out work to clear the laurel, but only to enable access to the substation, especially in the event of a power cut.</p> <p>This remains an ever increasing issue, regarding overhanging laurel around the substation and adjacent properties.</p> <p>Councillor Emery attended the site visit. He explained to the representative(s), that “East Midlands Electricity Board”, the predecessors to Western Power (now National Grid) planted the laurel as a shield for the substation, so the care and attention of the laurel remains with the current electricity authority.”</p> <p>Councillor Smith reported on a minuted entry from 18.12 1972 regarding the same issue. It was stated back then, that the laurels could be trimmed, providing EMEB cleared away the debris. At the time it was agreed by the Parish Council.</p> <p>He also reported that he has received a quote of £80.00 from a previously used contractor, who trimmed trees in the spinney. Cllr Emery agreed to get an official quote, but that the council should still persist with the current electricity provider in charge of the substation to finish the work they started.</p>
2023.09.06	<ul style="list-style-type: none"> ● Cutting down of the trees at the bottom of Kiln Lane. <p>A site visit occurred on June 21st 2023 by Northants Highways. The conclusion was that work should be carried out, and a potential scheduling of the work was advised that it would be within 26 weeks, therefore before the first week of December 2023.</p> <p>A fixed date has yet to be confirmed. See actions below.</p> <p>Cllr Smith reported another issue involving Northants Highways affecting his property, and the response was the same – 26 weeks from the date of the site visit to correction of the problem.</p>

2023.09.07	<ul style="list-style-type: none"> • Boundary fences at the end of the bungalow gardens. As a reminder, there are still 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 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 to them to explain the concerns about their fences. Update: A second site visit from Futures Housing occurred 04.07.2023. No further information was discussed at this meeting.
2023.09.08	<ul style="list-style-type: none"> • Missing Documents from the Website The clerk has accepted joint responsibility for ensuring the website is constantly updated for Parish Council / Public transparency. Despite approaches from other prospective Website providers, Steve Becker from Welton continues to be the WPC preferred Website provider.
2023.09.09	<ul style="list-style-type: none"> • Review of the Annual Community Group Updates Meeting 25.05.2023 At the last meeting, Cllrs Smith and Emery reported that the 2023 meeting was the worst ever for attendees, and changes are essential for improvement. <i>It was reminded to the councillors and clerk that the meeting has to be held by law.</i> Discussion concluded that information should be circulated, well in advance of the meeting in 2024, at least three months, or even sooner, using (1) the Website, (2) an Agenda posted on the village notice board, (3) in the Welton News and Views and (4) notices in the church. Providing refreshments and incentives for entertainment (ie a quiz), and alternative types of meeting via Zoom or Live streaming etc, were suggested as options. It was reminded to the councillors why the meeting was originally created, for example, it was an invitation to other groups in the village plus residents (long term and new) to attend a face to face Parish Council meeting to introduce themselves, ask questions, share views, opinions and information on the various activities happening in the village and the work of the various groups, including the Parish Council. Dates suggested for 2024 were week commencing the 13th or 20th May. See actions.
2023.09.10	<ul style="list-style-type: none"> • Use and Maintenance of The Spinney. See reports below.
2023.09.11	<ul style="list-style-type: none"> • Training. NCALC has updated their Website with regard to training opportunities for Councillors and new clerks. Chairman Souter stated that WPC is keen for new councillors and clerks to attend training appropriate training sessions, particularly the start up sessions. See actions below.
2023.09.12	<ul style="list-style-type: none"> • Damaged wall adjacent to Wisteria Cottage At the last meeting, 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, although there is no confirmation that the piece of land in question was ever actually registered with 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. There is currently no other change. Francis Jackson’s Homes are the current owners and therefore liable for repair and maintenance.
2023.09.13	<p>Roles and Responsibilities</p> <p>Chairman Souter advised that there are two sub committees: Finance and Planning.</p> <ul style="list-style-type: none"> • Chairman Souter, Cllrs Hill & Edwards, & Clerk Finlay – Finance • Cllrs Dalziel & Emery – Planning. • Cllrs Ponder & Smith - Highways, Street lighting & Speed watch. • Cllrs Smith & Edwards - Public Open Spaces. • Cllrs Edwards & Emery - Footpaths and bridle paths.

	<ul style="list-style-type: none"> • Cllr Dalziel and Clerk Finlay - WPC Website. • Cllrs Egan & Hill - Police Liaison. • Cllrs Egan and Edwards - School Liaison & Church. • Cllr Hill & Clerk - Audit preparation for 2024. <p>Chairman Souter read out extracts from the Ward Councillor's report from September 2023 submitted by Rosie Humphreys. The most relevant for Welton was Community Grant Funding. Grants from £100 to £1500 are available for voluntary and community sector projects. These grants are available for new or existing projects or services which create additional volunteering opportunities.</p> <p>Further information and reading of the full report see Community Funding Grants / West Northamptonshire Council (westnorthants.gov.uk)</p>
2023.09.14	<ul style="list-style-type: none"> • Planning Committee No new reports. The WPC is still waiting for a decision on the underground reservoir.
2023.09.15	<ul style="list-style-type: none"> • Finance The Council's financial position as at 10.35am 07.09.2023 £23,430.86p.
2023.09.16	<ul style="list-style-type: none"> • Payments Chairman Souter passed the forms around for other councillors to become approved for seconding payments via Unity Trust Bank Payments for Village Hall £20.00 per meeting from September 2023. CVS salary £431.35. Play equipment painting (Tony Hopes) £68.00 Grass Cutting for June and July £560.00 (M. Freeman) HCI Data £85.00 (Payable every 2 years). NCALC Membership £614.78 NCALC Training £57.60 EON / NPower / Invoiced payments / direct debits must be clarified before payments are authorised. See actions below.
	<u>Councillor/Clerk Reports</u>
2023.09.17	<ul style="list-style-type: none"> • Re: Village Assets: At the last meeting, Cllr Egen reported that following a meeting with Simon Escriett, three statements need to be signed, a Declaration sent to Land Registry and evidence of Possession Title will be required. Historical issues dating back to 1962 were raised, but the conclusion at the time, was that the playing field does belong to WPC. Update: 4 land areas, as opposed to three, were discussed regarding land registration. (1) The playing field, (2) The triangle by Elms Dyke (3) Stockwell (4) The green at the top of Kiln Lane. The original quote was £100, for a Land Registry Compliance Plan. (Cost to be paid upfront) Invoice is yet to be submitted but payment was approved and seconded. Further new update at this meeting: Cllr Smith reported that he attended a meeting where Simon Escriett, plus a colleague, brought four sets of documents that must be passed by a solicitor and signed by the Parish Clerk. Cllr Smith read all of the documents and found two of the four sets to be inaccurate, especially with regard to confusion regarding the four pieces of land. There were items 1 to 14 for each, plus a lot of historical Parish Council data and Cllr Smith recommended that the 4 sets of documents should be sent back for correction. Costs were quoted as £40 for each set – Total £160.00, excluding the cost of the solicitor. The solicitor to be appointed is to be decided at a future meeting.
2023.09.18	<ul style="list-style-type: none"> • Re: Playing Field Repairs The "train" plywood has deteriorated and the wooden bench needs repair. £50.00 plus vat, Marine ply £87.32 including VAT, Andy the Handyman quoted a maximum of £250.00 (labour) for the work. Other repairs include replacement of bolts, routing,

	<p>painting (Tony Hopes) and replacement of old with new. need to be undertaken. Potential cost total £400. Invoices have to be provided.</p> <p><i>Discussion then took place whether a second quote should be obtained. See actions below.</i></p> <p>Cllr Smith reported that he also had a meeting a representative from Red Lynch, the company who installed the equipment originally. Replacement of plastic caps was quoted as £24.00. There is also a springer rocker that is currently missing a seat. The representative from Red Lynch offered a replacement seat for £45.00 plus VAT. Chairman Souter agreed for that action to proceed, without a further meeting, but an invoice must be obtained before payment can proceed. A further amount of £56.00 for plastic caps plus £10.00 delivery charge. Again, an invoice has to be obtained before payment can proceed. It was then decided that Duncan Webber should be approached to ask him what repairs / replacements he wishes to undertake. The meeting concluded without a definitive decision as to whether all this work should be undertaken, bearing in mind the users of the playing field equipment.</p>
2023.09.19	<ul style="list-style-type: none"> • Re: Police Liaison Concern was aired within the meeting regarding speeding through the village generally. Cllr Egan is receiving updates from the Police and Northamptonshire Talking. Nothing was specifically affecting Welton Parish or Village, but short-term notifications could be useful if notified to the WhatsApp group or Neighbourhood watch. It was agreed that a joined-up approach may be beneficial to the village.
2023.09.20	<ul style="list-style-type: none"> • Re: Aggressive cows in local fields causing injury Several incidences have occurred involving cows in a field with a Public right of way. Cllr Smith offered to speak to the farmer. No further information was aired at this meeting.
2023.09.21	<ul style="list-style-type: none"> • Chairman Souter reported on the situation regarding defibrillators' in the village. There are still two defibrillators' in the village, one inside the school now and the other in the village hall. The original defibrillator outside the school was found to be unregistered (therefore unable to be accessed) and not maintained. It has since been offered to the WPC free of charge, but location, replacement of paddles and ongoing responsibility for maintenance and registration is yet to be decided by the WPC. Discussion then took place regarding CPR and defibrillator training. Two dates have already been arranged by Duncan Webber. Cllr Hill advised the two dates are Thursday 21st September at 7.45 Pm and Saturday 30th September at 10.00 am. Training lasts approximately 90 mins. Information received since the meeting. The trainers are volunteers: Sue and Matt Davies. Both retired doctors. There are already enough interested trainees, so further advertising for the two dates is deemed unnecessary by Duncan.
2023.09.22	<ul style="list-style-type: none"> • Village planters. WPC needs to establish who is responsible for the upkeep of the planter on Station Road. It needs weed care and replanting. There are two other planters in the village that will also need maintenance and seasonal care. See actions.
2023.09.23	<ul style="list-style-type: none"> • Speed cameras. One of the speed cameras is malfunctioning. A question was also raised whether the speed cameras can provide evidence of tracking speeding vehicles, which seem to be on the increase, especially HGV vehicles. See actions below.
2023.09.24	<ul style="list-style-type: none"> • Discussion took place regarding Brambles, Japanese Knot Weed, Overgrown footpaths, Clearance of overgrowth / trees at the spinney (Cllr Smith suggested organising a group working party at a weekend), Stinging nettles and Emptying of dog bins. Initial action was proposed that Cllrs Emery and Smith would carry out inspections, before taking action, to establish what further steps are required.

Minute	Action	Who
23.09.15	Setting up a savings account with Unity Trust Bank for at least half of the amount in the current account.	Clerk
23.09.18	Contact NCALC to establish the £ threshold, for which WPC is required to obtain more than one quote, for necessary work in the village.	Clerk
23.09.23	Contact with the supplier of the speed cameras to correct the malfunctioning camera, and investigate cameras provision for tracking speeding vehicles.	Cllr Smith Chairman Souter
23.09.05 23.09.06	Contact National Grid (Laurel) and Highways (Kiln Lane trees) again.	Clerk
23.09.05	Obtaining an official quote for the laurel work, ahead of further action.	Cllr Smith
23.09.11	Share the NCALC Website for training possibilities.	Clerk
23.09.21	Contact Duncan Webber regarding CPR training and confirming dates in 2024 for the Welton Parish Council Community Meeting at the village hall.	Clerk
23.09.16	Clarification of power charges / payments / invoices / direct debits via EON or Npower must be obtained, before any further bank payments are processed for power.	Clerk
23.09.24	Inspection of the village perimeters for condition of footpaths, invasive weeds (ie Japanese knot weed) culverts and the spinney.	Cllr Emery Cllr Edwards
23.09.22	Confirmation of responsibility for upkeep of the village planters at the perimeters of the village roads.	Clerk

Meeting closed at 09.20pm.

The next Ordinary Meeting will be Monday 09th October 2023

07.30 Pm. Venue: Village Hall, Welton.