



Minutes of the Wilbarston Parish Council Meeting Held on  
Thursday 11<sup>th</sup> October 2018 at 7.30 pm in the Village Hall

**Present:**

Councillors: N Richards (Chairman), L Dale, K Walkling, S Dalton, A Smith, R Willatts, G Royle

**Clerk:** Becky Jones

Minute No.		ACTION
18/144	<b>Apologies received</b> – Cllr D James, County Councillor Allan Matthews <b>RESOLVED:</b> The apologies were accepted	
18/145	<b>Declarations of Interest by Councillors</b> – none	
18/146	<b>Resolution to approve and sign minutes of the meeting of the Parish Council held on 13<sup>th</sup> September 2018</b> – <b>RESOLVED:</b> The minutes were signed by the Chairman as a correct record of the meetings	
18/147	<b>Representations from Members of the Public</b> – a member of the public addressed the council on agenda item 18/152	
18/148	<b>Matters from previous meeting, to receive updates and determine future actions on the following;</b>	
18/148 a	<b>18/130 b September 18 – emergency planning</b> Cllr James absent, item to be carried forward  Cllr Willatts reported on her attendance at The Good Neighbourhood Scheme Event. Following some discussion, she agreed to bring full details to the next meeting	
18/148 b	<b>18/130 e September 18 – the need for a sign to warn motorcyclists that it is an offence to ride motor cycles on the playing field</b> Signs in transit and will be installed as soon as they arrive	
18/148 c	<b>18/136 September 18 – maintenance of village grit bins</b> Council awaiting response from County and Borough regarding requests for parish owned grit bins to be refilled by Northamptonshire County Council when the county owned bins are being refilled Wilbarston Parish Council are responsible for the replenishment of 4 grit bins in the parish Clerk to make enquiries with a local aggregate supplier about possible grit bin supply and fill service to local parishes	Clerk
18/148 d	<b>18/141 September 18 – the broken post and rails at the north west corner of the children’s play area fence</b> Kettering Borough Council have fixed the broken post and rails	
18/148 e	<b>18/142 September 18 – defibrillator pad replacement</b>	

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	Defibrillator pads have been replaced.	
<b>18/149</b>	<p><b>To receive an update and agree any necessary decisions relating to the proposed pilot scheme for a restricted bus service between Market Harborough and Corby for a fixed period to 31 March 2019</b></p> <p>Report received – see Appendix A</p> <p>Cllr Richards presented his report on the planned pilot bus service experiment proposing that the parish council agrees to sign a contract directly with Lawsons of Corby Ltd to enable this project to proceed</p> <p>Following a lengthy discussion, it was agreed that the Clerk will circulate the weekly usage figures from Lawsons of Corby with the nine participating parishes. Along with information including Lawsons’ account, invoices and any payments made by us from the funds.</p> <p><b>RESOLVED:</b> It was agreed that the council will sign and enter into the contract with Lawsons of Corby for the proposed pilot rural bus service</p>	Clerk
<b>18/150</b>	<p><b>To note any developments regarding Local Government Reorganisation and consider any appropriate action</b></p> <p>There remains much uncertainty whether the 2019 Elections may end up being delayed or take place with a 5-year term instead</p> <p>A shadow unitary authority will be appointed in April 2019 to manage the transition and will exist alongside the elected unity council</p>	
<b>18/151</b>	<p><b>To receive a report on the Village Hall Management Committee meeting</b></p> <p>Report received (see Appendix B)</p>	
<b>18/152</b>	<p><b>To finalise the village seat, plaque and installation to commemorate the 100<sup>th</sup> anniversary of the end of the 1<sup>st</sup> World War</b></p> <ul style="list-style-type: none"> <li>- Public opinion had been sought to determine the most popular place to locate the village seat. The proposed position is alongside the public footpath on the southern edge of the playing field close to the football pitch halfway line</li> <li>- Seat delivery to be arranged with Cllr Dalton</li> <li>- Proposed wording for the seat: “Rest awhile and think of those who did not come back to the land they cherished 1914 – 2018 remembered 2018”</li> <li>- Quotes to be obtained for the installation of the seat</li> </ul> <p><b>RESOLVED:</b> The purchase of the meridian 1.8m teak seat was agreed  <b>RESOLVED:</b> The wording as detailed above was agreed  <b>RESOLVED:</b> The location of the seat was agreed</p>	
<b>18/153</b>	<p><b>To agree a procedure for the management of the MUGA flood lights</b></p> <p><b>RESOLVED:</b> The administration of the MUGA flood lights to be managed by the Village Hall Management committee was agreed</p> <p><b>RESOLVED:</b> A metal sign to prevent theft and damage of the token machine at a cost of £25 was agreed</p> <p>The council requested that a monthly report of the token machine sales be recorded by the Village Hall Management Committee in their monthly minutes</p>	GR / LD

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	Cllr Richards to contact the Chairman of the Village Hall Management Committee on the above arrangements	NR																																																						
<b>18/154</b>	<b>Finance:</b>																																																							
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<b>18/154 b</b>	<b>To consider and approve the accounts for payment:</b>																																																							

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	<b>Cheque No.</b>	<b>Amount</b>	<b>Payee</b>	<b>Reason for Payment</b>	<b>Statutory Power</b>	
	300389	£262.78	Clerk	Salary October 2018	s.112 LGA 1972	
	300390	£49.70	Clerk	Expenses September 2018	s.111 LGA 1972	
	300391	£18.00	Wilbarston Village Hall	Room Hire Parish Council meetings 13 <sup>th</sup> September	s.111 LGA 1972	
	300392	£60.00	W & W Engineers Ltd	• Token Machine Cover	GPC	
	300393	£350.00	Rockingham Castle	Annual Sundry Rent 01/10/18 – 30/09/19	Small Holding & Allotments Act 1908, s.23	
	300394	£132.00	Michael Calow	Wiring of tennis court lighting token machine	GPC	
<b>18/154 c</b>	<p><b>RESOLVED:</b> That the above accounts were agreed for payment</p> <p><b>To set a date for the finance group to review the Quarter 2 financial analysis</b> Date set for Tuesday 16<sup>th</sup> October 7.30pm</p>					
<b>18/155</b>	<p><b>To consider the purchase of rock salt for the parish owned grit bins including a small stock to enable parishioners to purchase it from the council at cost price - Covered under 18/148 c</b></p>					
<b>18/156</b>	<p><b>To consider donating an agreed amount to the Royal British Legion for Remembrance Sunday and if agreed resolve to use section 137 expenditure (Local Government Act 1972 section 137)</b> <b>RESOLVED:</b> A donation of £60 from section 137 expenditure for the Royal British Legion Remembrance Sunday was agreed</p>					
<b>18/157</b> <b>18/157 b</b>	<p><b>Planning Applications</b> – none received <b>To receive and note the Planning Report for September</b> Nothing to report</p>					
<b>18/158</b>	<p><b>To receive the monthly Playing Field inspection report and consider action in response to any proposals</b> Report received. Cllr Dale reported suspected hoof marks on the playing field. Cllr Smith to carry out the next inspection.</p>					AS
<b>18/159</b>	<p><b>To receive the weekly Defibrillator/Telephone Kiosk inspection report and to agree action in response to any proposals</b> Report received. The inspection was carried out with no issues arising.</p>					
<b>18/160</b>	<p><b>To receive a report from Cllr Richards on the Northants CALC AGM</b> Report received.</p>					
<b>18/161</b>	<p><b>Date of the next Meeting:</b> The next Parish Council meeting will be held on Thursday 8<sup>th</sup> November 2018 at 7.30pm in the Village Hall</p>					
	<p><b>Meeting Closed:</b> 9.14pm</p>					

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**Appendix A****Note to Wilbarston Parish Council Meeting 11th October 2018****Proposed Bus Service Experiment - 'Welland Wanderer'**

The purpose of this note is to propose that Wilbarston PC agrees to sign a contract direct with Lawsons of Corby Ltd to enable this project to proceed. If we do so it will be possible to initiate the service as soon as Lawsons register it with the Traffic Commissioner.

Previously the intention had been to sign a service level agreement with Northamptonshire CC, who would then have contracted with Lawsons. The change has arisen because of a requirement by NCC for the standard service level agreement to be reviewed, which is likely to take several weeks. Wilbarston PC's obligations appear to be the same in either case, i.e. to pay the agreed sums on the agreed dates in return for the service.

Several other changes along the way have led to delays. Rather than recap this is the situation we are now in. Where Wilbarston PC is mentioned it is on behalf of the nine participating parishes.

Lawsons of Corby Ltd have quoted £298.50 per week to run both the Tuesday and the Friday services. All fares and concessionary receipts will accrue to Wilbarston PC. The vehicle in accessible form will have 24 seats plus space for a wheelchair or other items, with special access at the rear.

If the service commences on Tuesday 23 October and runs as planned to Friday 29 March 2019 that will be a total of 23 weeks.

$23 \times £298.50 = £6865.50$ . We have £7200 in the designated bank account so sufficient to run the service empty for the duration. This additional level of comfort is due to the delayed start - the original calculations were based on a larger number of journeys. More recently they also assumed only 16 available seats. It will therefore be possible to control arrangements so that we are never committed beyond the level of available funds.

The object of the experiment is to determine demand for such a two day per week service. Possible outcomes are:

Demand is strong in which case it should be commercially viable for the future. I have been told of a case where this did happen elsewhere - the channelling of demand into two days plus, crucially, the higher level of funding for concessionary use of an 'essential' service can make the difference. All participating funders should expect to get most or all of their contributions back.

Demand is weak, in which case the service will cease and remaining funds will be distributed to contributors.

Demand is ok but it's not clear whether it could become viable. In this case the arrangement we are now looking at will allow the parishes to consider extending the experiment whilst funding remains before making a decision.

**Contract with Lawsons**

Lawsons have asked that we initially complete their standard hire agreement, subject to their terms and conditions, for a period before switching to a dedicated contract. Details of time table and fares will be appended. I've confirmed with JE and JL that the detail of our agreement is not material to broader arrangements as it is the operator's responsibility to register the service and handle collection of concessionary funding. I suggest we do this to end December and then switch to a contract for three months, with suitable termination and extension clauses.

Lawsons will invoice us monthly and expect prompt payment, but no payment up front. We can tie this in with our monthly meetings.

Chairman's signature: .....

Date: .....

They will email details of usage each week for monitoring purposes. I suggest this should be to Becky and I, each of whom will maintain records, and that one Corby parish should also be copied in on all information including Lawsons' account and invoices and any payments made by us from the funds.

Lawsons will be instructed to issue tickets to bus pass holders for monitoring purposes. This did not always happen with previous service providers, causing problems.

They will account for fares and concessionary receipts each month as received and invoice us for our net account balance. It may take a little time before the concessionary payment system is up and running but the authorities have a duty to back date payments and we have the ability to cover in the meantime so it is recommended we do not delay until these are finalised.

**Internal Considerations**

NCC have confirmed to us that the Lawsons quotation received through their tendering process was judged the best available. The quote to us is the same. Had we proceeded as previously intended it would have been on the basis of these figures so Becky and I believe we can proceed on the back of the tendering process which has already taken place. We do have the general power to proceed, our commitment will be as it would have been under the previous model.

**The role of Northamptonshire CC/Keir**

Although unable to be in the contract chain John and James are available to help in any way. They will liaise with Leicestershire counterparts to support Lawsons' application to register the service, which both counties need to do. They have already provided links to the forms which Lawsons need to complete to effect the registration. They will also be involved in the registration of the services with both authorities for concessionary funding purposes.

They will provide the artwork for the timetable, although parishes may need to print. They will assist with finalisation of the fare grid, which at the moment is in draft form.

They are available to advise as called upon.

**Going Forward**

If we proceed the target start date will be Tuesday 23 October, this may have to be delayed if registration is incomplete and for this reason publicity should be restricted to word of mouth in the parishes, where most users will be, until all is confirmed, when we can increase the level and involve Radio Northants, the ET and the Harborough Mail.

I suggest that around end November, with some data and early experience, the participating parishes will meet to assess the first signs and discuss any problems or fine tuning as well as, hopefully, confirming continuation until end March 2019. During that quarter a further review will be necessary to establish which outcome seems likely and plan accordingly.

It is recommended that Wilbarston Parish Council authorises the contract with Lawsons of Corby Ltd as detailed above.

NR  
10Oct18

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Date: .....

## Appendix B



**Wilbarston Village Hall Management Committee**  
**Minutes of Meeting held on Thursday 4<sup>th</sup> October 2018**

**Present:** Mike Doyle, John Hooper, June Pocock, Barrie Leadbeater, Tony Huxley, Moira Loake

**Apologies:** Lawrence Dale, Georgina Royle

**Minutes of Last Meeting**

The minutes were agreed as a true and correct record.

Proposed: June Pocock    Seconded: Barrie Leadbeater

**Matters arising from the October meeting**

- **Flood lighting the hard court.** – MD reported that he has met with Nick Richards, Chair of the Parish Council. Token machine being installed and tokens will be bought at Village shop. Agreed, WPC would calculate the total Kilowatt consumption of Tennis Court lights. From that WVH would apply an average charge based on what it pays per KWH for electricity and therefore what the token charge should be. Money from tokens would be collected periodically and accrue to WVH.
- **Replacement flooring.** – Vinyl tiles better option for flooring. MD had contacted Welland flooring who agreed to hold price quoted in March. Following confirmation of healthy financial position from Treasurer and low risk of major spending in immediate future, Committee agreed unanimously to go ahead and commission replacement of flooring per quotation. MD to contact Welland Flooring and arrange for date for work to start. MD,GR,JP,KL to visit their Corby showroom to choose colour of tile.
- **Additional bar staff** – BL placed ad in Post Office window for a glass collector and we have recruited a youngster of 15 from the village to start as glass collector. MD confirms there were no issue with her working as glass collector so long as she is supervised. No response to advert for bar staff additional bar staff yet.
- **De- brief from Village BBQ.** The chair thanked all of the committee and volunteers who made the day a great success. The committee delivered a professional and well organised event, enjoyed by all who attended. In terms of cost, the event broke even because of various costs associated with band expenses, bouncy castle, food etc. The Chair reminded to committee that the event was not about profit but celebrating achievements in the village in 2018.
- **MHBS Mandate** MD,JP,GR still to arrange visit to MHBS to sign new mandate. MD to organise date.
- **Pam Dyson** – JH still to arrange meeting to discuss programme of events

**Treasurer's Report.**

Income from September lettings a bit low reflecting normal shut down by hirers at this time of the year. KBC have paid the £67.50 hall hire charge for the summer play scheme. Performing Art group still owe £16 but decided to write off rather than persistent chasing for a small amount. Fund raising account has small surplus of £205.98 which agreed will be used for the flooring JP to transfer to current account. Current Account holds £12,272.06 and MH building Society £2,714.43. Petty cash is running higher than normal at £274.74.

**Bar Report**

Problem with excess of 'incline plane' beer now resolved as sold well on Northern Soul night! BL reported that he may need to replenish more stock from Bookers as we are struggling to meet Libra's minimum order value of £100 to avoid delivery charge. On behalf of committee, Chair thanked BL, JP and KL for their efforts in staffing bar during recent events. BL reported that bar staffing now organised for forthcoming events in what will be a busy October/November. BL to organise instructions for operating glass washer and ice machine so that different bar staff can operate when required.

**Social Committee Report**

TH has received date from Wild Willy of Friday 26<sup>th</sup> April 2019. It was agreed to put that in the diary and TH to confirm booking with Wild Willy. MD reported that there was a lot of favourable feedback about Dr Len's Jazz combo and he had approached Len about possibly doing a gig at WVH in the New year. MD will contact to check availability and set provisional date. Market Harborough Band will be organising return event in New Year. MD pointed out we need to coordinate Wild Willy, possible Jazz event and MH band to avoid 'bunching' of dates in Spring.

**Correspondence**

British Gas, notice received about increases for energy prices. MD discussed with JP and then spoke to B/Gas. Have agreed a 1 year fixed price contract. Still awaiting confirmation of contract, MD to chase. Email from KL querying increased charges for Harvest festival at £30 and bonfire at £50 agreed to implement these charges which are still at reduced rate. Welland Panthers Football team want to use pitch for a couple of games as their pitch is unusable. It was agreed to charge at previous rate. KL to organise changing room ready for Sunday 7<sup>th</sup> October.

**Hall Maintenance / bookings**

Bookings are looking good for October/November and still receiving regular enquiries. Some minor electrical issues to fix, MD/KL are liaising with electrician for quote.

**AOB**

Proposed by MD that we go ahead and spend from WVH resources to replace worn out and tatty flooring. Agreed unanimously.

Youth Brass concert on Sunday 28<sup>th</sup> October. MD has organised posters and will distribute around village at weekend. BL and JP will staff the bar. KL will organise chairs. MD/ED will do the door.

**Next Meeting will be Thursday 1<sup>st</sup> November 2018 at 7:30pm**

Signed:

Date: