



Minutes of the Wilbarston Parish Council Meeting Held remotely on
Thursday 14th January 2021 at 7.30 pm via Zoom, meeting ID 831-2085-1817

Councillors Present:

N Richards (Chair), A Smith, R Willatts, A Dowling, T Kelly, County Cllr A Matthews, Borough Cllr D Howes

Clerk: Becky Jones

Announcement

The Coronavirus Act 2020 received Royal Assent on 25 March 2020 and made provision for the Secretary of State to bring forward regulations on local authority meetings, including the ability to hold them virtually. The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 came into force on 4 April and allow parish and town councils to meet virtually on a platform such as Zoom.

Minute No.		ACTION
21/1	Apologies received – Cllr L Dale, Cllr D James, Cllr K Walkling RESOLVED: The apologies were accepted	
21/2	Declarations of Interest by Councillors – none	
21/3	Resolution to approve and sign minutes of the meeting of the Parish Council held on 10th December 2020 RESOLVED: The minutes were signed by the Chairman as a correct record of the meeting	
21/4	Representations from Members of the Public – Members of the public spoke on behalf of items 21/13a and 21/15 RESOLVED: Agenda items 21/13a and 21/15 were taken next	
21/13	Planning Applications – Consider response to any planning consultations received:	
21/13 a	KET/2020/0839 – 3 Springfield Road, Wilbarston - Full Application: First floor extension with rooflight and additional window to front, single and two storey side and single storey rear extensions and Juliette balcony to rear RESOLVED: The council considered the application and made no comment Clerk to notify Kettering Borough Council planning department	Clerk
21/15	Allotments – To consider the reletting of allotment plot 9b RESOLVED: The letting of plot 9b was AGREED Clerk to complete paperwork for new plot holders	Clerk
21/5	Covid-19: To consider any possible actions in response to current guidelines - none	
21/6	To receive an update and to consider any action regarding the Welland Wanderer bus service After consultation with Lawsons of Corby and the other participating parishes this service is continuing during lockdown but is being monitored. Northamptonshire County Council confirmed that travel by public transport was still allowed for essential outings. Numbers are very small, but the bus	

Chairman's signature:

Date:

	could play a part in the corona virus response carrying people to surgeries or other points for vaccination. The match funding via Northamptonshire County Council had been received, making it easier to continue for a while with low passenger numbers.																																																									
21/7	To appoint a Police Liaison Representative to act as a single point of contact with Northamptonshire Police RESOLVED: Council to promote the opportunity to the wider community Article to appear in the Chronicle The Police Liaison Representative must be appointed at the May annual meeting	NR Clerk																																																								
21/8 21/8 a	Finance: To receive the finance report, bank statements & reconciliation for December. Reports received: Receipts: <table border="1"> <thead> <tr> <th>Paid into Current A/C</th> <th>Amount</th> <th>Received from</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>15/12/20</td> <td>£20.00</td> <td>Plot holder 10</td> <td>Annual allotment rent 20/21</td> </tr> </tbody> </table> Monthly Bank Reconciliation – Current Account Balance £17,102.66 Welland Wanderer Account Balance £6,100.53 Reserve Account Balance £4,756.24 Bank Statement & Bank Reconciliation 31st December 2020 <table border="1"> <thead> <tr> <th>Bank Accounts</th> <th>Unity Trust Current A/C</th> <th>Welland Wanderer A/C</th> <th>Unity Trust Reserve A/c</th> <th>Bank Rec Balance per Statement</th> <th>31-Dec-20</th> </tr> </thead> <tbody> <tr> <td>Balance 1 Apr 19 per statement</td> <td>£11,607.00</td> <td>£0.00</td> <td>£4,756.24</td> <td>£17,102.66</td> <td>U/p Cheques</td> </tr> <tr> <td>Outstanding Receipt Reconciled balance 1 Apr 19</td> <td>£11,607.00</td> <td>£3,355.72</td> <td>£4,751.50</td> <td></td> <td></td> </tr> <tr> <td>Receipts</td> <td>£12,847.76</td> <td>£7,703.71</td> <td>£4.74</td> <td></td> <td></td> </tr> <tr> <td>Payments</td> <td>£7,352.10</td> <td>£4,958.90</td> <td></td> <td></td> <td></td> </tr> <tr> <td>U/p Cheques Transfer Current to Reserve a/c</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Closing Balance</td> <td>£17,102.66</td> <td>£6,100.53</td> <td>£4,756.24</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>Reconciled Balance</td> <td>£17,102.66</td> </tr> </tbody> </table>	Paid into Current A/C	Amount	Received from	Reason for Payment	15/12/20	£20.00	Plot holder 10	Annual allotment rent 20/21	Bank Accounts	Unity Trust Current A/C	Welland Wanderer A/C	Unity Trust Reserve A/c	Bank Rec Balance per Statement	31-Dec-20	Balance 1 Apr 19 per statement	£11,607.00	£0.00	£4,756.24	£17,102.66	U/p Cheques	Outstanding Receipt Reconciled balance 1 Apr 19	£11,607.00	£3,355.72	£4,751.50			Receipts	£12,847.76	£7,703.71	£4.74			Payments	£7,352.10	£4,958.90				U/p Cheques Transfer Current to Reserve a/c						Closing Balance	£17,102.66	£6,100.53	£4,756.24							Reconciled Balance	£17,102.66	
Paid into Current A/C	Amount	Received from	Reason for Payment																																																							
15/12/20	£20.00	Plot holder 10	Annual allotment rent 20/21																																																							
Bank Accounts	Unity Trust Current A/C	Welland Wanderer A/C	Unity Trust Reserve A/c	Bank Rec Balance per Statement	31-Dec-20																																																					
Balance 1 Apr 19 per statement	£11,607.00	£0.00	£4,756.24	£17,102.66	U/p Cheques																																																					
Outstanding Receipt Reconciled balance 1 Apr 19	£11,607.00	£3,355.72	£4,751.50																																																							
Receipts	£12,847.76	£7,703.71	£4.74																																																							
Payments	£7,352.10	£4,958.90																																																								
U/p Cheques Transfer Current to Reserve a/c																																																										
Closing Balance	£17,102.66	£6,100.53	£4,756.24																																																							
				Reconciled Balance	£17,102.66																																																					
21/8 b	To consider and approve the accounts for payment Accounts for Payment: <table border="1"> <thead> <tr> <th>Cheque No.</th> <th>Amount</th> <th>Payee</th> <th>Reason for Payment</th> <th>Statutory Power</th> </tr> </thead> <tbody> <tr> <td>Standing Order</td> <td>£276.93</td> <td>Clerk</td> <td>Salary January 2021</td> <td>s.112 LGA 1972</td> </tr> </tbody> </table>	Cheque No.	Amount	Payee	Reason for Payment	Statutory Power	Standing Order	£276.93	Clerk	Salary January 2021	s.112 LGA 1972																																															
Cheque No.	Amount	Payee	Reason for Payment	Statutory Power																																																						
Standing Order	£276.93	Clerk	Salary January 2021	s.112 LGA 1972																																																						

Chairman's signature:

Date:

	IB	£112.35	Parish Magazine Printing	December Chronicle Newsletter	s.42 LGA 1942	
	IB	£35.00	Northamptonshire ACRE	Annual Membership 21-22	s.143 LGA 1972	
	IB	TBC*	Lawson's of Corby Ltd	December Welland Wanderer charges	GPC	
21/8 c	<p>LGA = Local Government Act</p> <p>*Subject to receipt of the invoice, it was PROPOSED that the ongoing monthly payment to Lawson's of Corby will be processed, up to a maximum amount of £710.00 for the December Welland Wanderer charges RESOLVED: The above payments were AGREED</p> <p>To set a date for the finance group to review the Quarter 3 financial analysis Finance group to meet via zoom on Thursday 21st January at 11.00am</p>					
21/9	<p>To receive an update with regards to applying for a grant from the Police, Fire and Crime Commissioner's fund, for the purchase of a more refined VAS sign or camera Update received Clerk to investigate applying for a grant in the region of £2760, after taking into account £500 contribution from Cllr David Howes – Welland Ward fund Council to make its final decision once the possibility of funding has been concluded</p>					Clerk/AS
21/10	<p>To consider and agree funding for the planting of wildflowers in the parishes open spaces Update received Cllr Dowling estimated £180 would cover signs for verges, seeds and planting materials A budget of £300 was PROPOSED RESOLVED: A budget of £300 for the planting of wildflowers in the parishes open spaces was AGREED</p>					AD/Clerk
21/11	<p>To receive an update with regards to the old fencing materials remaining along the northern boundary of the playing field Cllr Walkling had assessed the site and found remnants of 100 metres worth of wire and broken posts which will need to be disposed of It was proposed that the remnants of the old fencing be pulled out by the chosen contractor when installing the new fencing Quotes had been obtained for different types of fencing, the most cost-effective option was sheep netting at £1720 versus post and rail fencing at £4900 The council agreed that sheep netting was the best option, an extra quotation is to be obtained Council to publish an article in the Chronicle to keep residents informed</p> <p>Cllr Willatts reported that a litter bin situated at the jitty off Rushton Road to Dellacre had been removed. Cllr Richards reported that the bin had been</p>					AS AS NR

Chairman's signature:

Date:

	removed by Kettering Borough Council due to misuse including regular deposit of soiled nappies.	
21/12	Local Government Reorganisation – to receive an update and consider any action. Report received	
21/14	To receive an update and to consider any action regarding the Neighbourhood Plan including participants for the steering group A member of the public had been in touch to offer support to the project Cllr Richards to thank member of the public and discuss plans in further detail Council to give further consideration to how and when the project will be started	NR Clerk
21/16	To establish the councils, view on its involvement with a pilot scheme run by Northants ACRE around Natural Capital data mapping as possible evidence base to local planning policy Council's feeling was that this project was commercially driven and did not wish to be involved at this stage	
21/17	To receive an update and to consider any action regarding Emergency Planning No update due to Cllr James' absence Cllr Willatts to attend a free course and report back	RW
21/18	To receive a report from the clerk to update members on existing council business Report received see Appendix B	
21/19	To receive the monthly Playing Field inspection report and consider action in response to any proposals Report received Cllr Dowling had reported to Kettering Borough Council about worn and rotten parts of the climbing frame needing attention Cllr Dowling reported missing fencing in parts of the tennis courts Council aimed to have a concise list of works ready for the next meeting	All
21/20	To receive the weekly Defibrillator/Telephone Kiosk inspection report and consider action in response to any proposals Cllr Smith reported that the defibrillator pads and battery had been replaced	
21/21	Date of the next Meeting: The meeting will be held on Thursday 11 th February 2021 at 7.30pm remotely via Zoom unless restrictions for all gatherings have been lifted by the Government	
	Meeting Closed: 8.55pm	

Chairman's signature:

Date:

Appendix A



Wilbarston Village Hall Management Committee
Minutes of the Online Meeting held on
Thursday 7th January 2021

DUE TO THE CORONA VIRUS THE JANUARY COMMITTEE MEETING WAS CONDUCTED ONLINE WITH COMMITTEE MEMBERS PARTICIPATING FROM HOME VIA EMAIL

Online Presence: Mike Doyle, Georgina Royle, John Hooper, June Pocock, Serena Mallows, Tony Huxley, Ray Kemp and Tommy Kelly.

Apologies:**Minutes of Last Meeting :**

There was no online objection to passing the minutes from the December meeting as a true and correct record.

Matters arising from December meeting MD

Use of Lounge – JH's proposal deferred until crisis over

Waste bins – still waiting for delivery of stock with the new D type lock.

ACRE membership certificate – MD has contacted - Frances Harris confirms certificates delayed due to crisis but will be sent in due course.

AmazonSmile scheme to make purchases on normal terms and costs but Amazon will make donation 0.5% of cost to WVH. MD still to discuss with Treasurer and investigate further to see if any benefits.

Hire charges – KL is carrying out an analysis of the income flows from bookings over last 2 years to see if any change to hire charges is justified. Analysis ongoing, MD will advise committee once analysis completed.

Treasurer's Report. JP

The hall is closed once again as we enter tier 4, so no further income for January, however we will be entitled to further grants from KBC.

Income Lettings £149

Total income £149

Expenditure. Water Rates £53.39. Repairs & Mntce £96. Wages £297 **Total Expenditure £446.**

Creditors– One outstanding invoice, from SSE for gas – in dispute.

Debtors £40 - Outstanding Debt - Still owed £60 from Youth Brass for October invoice. In reality the debtors figure is £140. We owe Waendel Walkers £100. Waiting for invoice. Walkers likely to rebook for May 2021.

Balance Sheet: Stock : **£1164.44** Debtors: **£40.** Fund raising A/c **£719.02.** MHBS: **£2743.** Float: **£350.**

Petty Cash: **£91.56.** Current A/c: **£17029.64**

Total assets £22435.05

Bar Report. BL

'Mike has asked me to make enquiries into the shelf life of the stock we have left, in relation in particular, to the wines. I have contacted Libra, our suppliers, & they tell me that the stock we hold will be good for at least another 12 months. They say that the wines, including the single serve, should be good for even a longer period. The sparkling wines, ie. Prosecco, may lose its fizz after the 12 months, but the only way to tell would be to try one. This could be an invitation to our committee Prosecco lovers to a free sample, as & when. This advice compares with other information I have gathered online, so our wines appear to have life in them yet' BL

Correspondence. MD

Covid guidance – ACRE still keeping us advised and informed with useful emails as crisis continues.

Grant support – Just before Xmas, MD received email from KBC advising ongoing grant support on monthly basis whilst the hall is closed under Local Restrictions. MD has filed application and we await

Chairman's signature:

Date:

confirmation of payments due. However, in this fast moving environment on Tuesday 5th January, government has announced there may be further one-off grant support payments available to businesses (as there was in March). As we nominally pay business rates, we may also qualify for further grants (figure of £4,000 being reported in the media). MD will advise of payments as and when received.

NB. Worth recalling that these grant payments are covering all our fixed and variable costs, e.g. entitled furlough payments to hall manager; gas, electricity and water bills (bearing in mind all attract standing charges and heating will remain on); loss of hire income; any regular maintenance and contract costs (fire extinguisher tests, boiler service due)

Hall Maintenance. MD

Hall Closure – The hall was closed again on 24th December as Tier 4 restrictions were being enforced on Boxing Day. Now we have latest Tier 5 restrictions announced on 4th January which came into effect Wednesday 6th January. It is likely that the hall will be closed until at least mid-February when restrictions will be reviewed and possible restrictions remaining in force until April.

Closure arrangements – MD has notified our Insurers that the hall is now closed. They have confirmed we are fully covered during closure but we must adhere to certain security conditions (which MD and KL have discussed and we do comply). KL will log regular visits to check security etc. Heating will remain on continuously at low setting during cold weather

Hall Manager Furlough - As an employee of the hall, KL once again qualifies for furlough payments now that the hall is closed. However, because of his employment status he is not covered by national scheme. Therefore, as previously we will pay him from the grant support we receive and he will be paid at 80% of monthly average income which is £417.

Leaking gutter – Ashvale Roofing has replaced part of the external guttering which was leaking at cost of £80 +vat.

Emergency lights – We have one emergency light which needs to be repaired in main hall. MD to organise repair.

Fire extinguisher tests – Annual testing due in coming weeks.

AOB

WVH Web site - As previously advised, free support for our website from BT ends in May 2021. MD asked for volunteers to form a project team to investigate our options and then design and set up new website. SM, JH and KL have volunteered to participate. It is therefore proposed that they form a mini-project team and SM has agreed to act as project lead. She will organise virtual meetings for team to discuss approach. The project team can report progress at normal monthly committee meetings. If anybody else wishes to participate please let SM know.

Hall Hire charges – KL has analysed hire charges and we are not charging enough in certain circumstances. However, as the hall is not currently open and we may scare some bookers away if we increase during a time when they may be wary. KL suggested that we hold fire till our usual review date in July. TH agreed with Keith regarding hire charges. Wanted to see what demand the hall has after a period of lock down. Seconded by JH.

Website - ML thanked SM for the village hall website links. It was apparent that we definitely need an update for 2021.

Thank you – Committee members continued to acknowledge the work done by MD, KL, JP, SM and other committee members for working hard to keep WVH on standby ready to reopen as soon as Government legislation permits.

Date of Next Meeting – Thursday 4th February 2021. Online.

Signed:

Date:

Chairman's signature:

Date:

Appendix B

Monthly Update

Local Government Re-organisation

Cllr Richards to attend a Zoom Q&A session organised by NCALC with the new Chief Executive of North Northampton on Tuesday 19th January. Numbers and the range of questions should be high, Cllr Richards will be looking for any more hints about future harmonization of services as well as any pointers towards responsibilities for rural transport.

Chairman's signature:

Date: