



Minutes of the Wilbarston Parish Council Meeting Held at the Village Hall
on Thursday 8th July 2021 at the Village Hall, 7.30 pm

Councillors Present:

N Richards (Chair), J Piercy, A Dowling, Desborough Ward Councillor D Howes

Clerk: Becky Jones

Minute No.		ACTION
21/104	<p>Apologies received – Cllr T Kelly, Cllr D James, Cllr B Sullivan, Cllr R Willatts, Cllr A Smith RESOLVED: The apologies were accepted</p>	
21/105	<p>Declarations of Interest by Councillors – None</p>	
21/106	<p>Resolution to approve and sign minutes of the meeting of the Parish Council held on 10th June 2021 RESOLVED: The minutes were signed by the Chairman as a correct record of the meeting</p>	
21/107	<p>Representations from Members of the Public –</p> <p>Several members of the public were present to comment on the 21/111, the wildflower planting scheme. In addition, written comments had been received and these had been circulated due to possible restriction on numbers attending.</p> <p>Alongside support for the scheme, concerns had been raised that the long grass is unsightly, reduces the aesthetic appeal of the village, limits access to green areas for children, particularly by the village green, and has caused some concerns around safe pedestrian travel in parts of the village and between Wilbarston and Stoke Albany.</p> <p>Mowing between Wilbarston and Stoke Albany is not affected by the scheme and it was clarified that the bank on School Lane opposite the village green is not part of it. Spring mowing of the lower part and around the school back gate was missed in error and this will be taken up.</p> <p>At present the parish council is not directly responsible for mowing but is able to work with North Northamptonshire Council to agree detail.</p> <p>Points from discussion included-</p> <p>Initiatives such as this are becoming more common in response to pressure from human activity on the natural habitats of birds, insects and other wildlife. More managed wildflower-only sites are colourful and good for pollinators but don't have the same long-term benefits.</p> <p>Each site was chosen for a reason, eg Daisy Bank (Rushton Road) is the surviving part of an earlier meadow, and with a view to providing connectivity – isolated sites less likely to succeed. Some residents feel the total area is too great.</p>	

Chairman's signature:

Date:

	<p>Modern farming practices result in large areas of intensively managed monoculture so town and village green spaces are increasingly important for wildlife.</p> <p>Importance of having a management plan for the scheme. At present the sites appear abandoned. Wildflower group recognise this, sites were left as much as possible at first to assess what is present, but the village green is now to be strimmed round the edges with possible paths through and an open strip alongside the planted area.</p> <p>Full mowing of all sites will take place in late summer after seeds have set. Cut grass will be removed, having been raked and gathered separately if necessary Management Plan can be published in the autumn for feedback.</p> <p>Communication to all residents about what is going on is important.</p> <p>Wildflowers should become more numerous within the mix as time goes by. Plants to inhibit grass growth have been included.</p> <p>Other than Christmas carols/handbells at the top of the hill the village green has not really been used for activities since cleared a few years ago. There are other locations in the village for outdoor activities.</p> <p>Recent mowing of verges for visibility has improved appearance of sites. Better if it is evident, they are managed projects rather than abandoned areas. Long grass is unsightly to some.</p>	
21/108	Matters from previous meetings, to receive updates and determine future actions on the following;	
21/108 a	<p>21/93 a – committed works to provide a solar powered irrigation system at the parish allotments</p> <p>Cllr Smith had advised beforehand that the system was complete and about to go live</p>	AS
21/108 b	<p>21/93 b - the planting of wildflowers in the parishes open spaces</p> <p>See separate item 21/111</p>	
21/108 c	<p>21/93 c – Local Government Reorganisation</p> <p>Cllr Howes reported that in some form an equivalent of the previous rural forums will continue. Input is to be sought from NCALC</p>	
21/108 d	<p>21/93 d – planting of a community sponsored tree in the parish recognising councillor Dales 37+ years of service to the community</p> <p>It was recommended that the planting does not happen until at least November. Project is ongoing</p>	
21/108 e	<p>21/93 e – appointment of a police liaison representative</p> <p>Cllr Smith had reported discussions with Steven Winn who was prepared to take on the role.</p> <p>RESOLVED that Steven Winn be invited to take on the role of Police Liaison Officer</p>	NR, AS
21/108 f	21/93 f – planting required to thicken the hedge at the Village Hall	

Chairman's signature:

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<p>21/108 g</p> <p>21/108 h</p>	<p>No further response from NNC. Village Hall committee had offered to look at this jointly with PC and this was felt to be a more likely option. RESOLVED that the village hall committee be approached to agree joint action</p> <p>21/95 – VAS sign arrangements Cllr Smith not present, update at next meeting</p> <p>21/97 – arrangements for the repair of the village sign Cllrs James and Sullivan not present, update at next meeting</p>	<p>NR</p> <p>AS</p> <p>DJ, BS</p>
<p>21/109</p>	<p>To receive an update and to consider any action regarding the Welland Wanderer bus service Update received.</p>	<p>NR</p>
<p>21/110</p>	<p>To discuss and consider arrangements to mark and celebrate Her Majesty The Queen’s Platinum Jubilee including the Queen’s Green Canopy initiative to “Plant a Tree for the Jubilee” as part of a nationwide celebration Village Hall Committee had advised that the hall will be kept available for events over the designated weekend. It was felt that an independent committee should be formed, as for the previous jubilee, to plan the weekend. Article in next Chronicle and in meantime all to think about possible members</p>	<p>AD, JP, NR</p>
<p>21/111</p>	<p>To consider comments received from residents regarding the wildflower initiative and determine any action as a result</p> <p>RESOLVED:</p> <p>That the wildflower group be asked to arrange strimming around the margins of and possible paths through the designated area on the village green and to trim the immediate access to the school back gate</p> <p>That it be ascertained as nearly as possible, subject to climatic factors, when the late summer mowing is scheduled for</p> <p>That the wildflower group be asked to prepare a management plan for the designated sites in 2022 which will be published in the September Chronicle to invite feedback</p> <p>That it be ascertained what the intentions are for the School Lane bank and that the lower part of that should be included in all scheduled mowings as previously</p>	<p>AD, JP, NR</p>
<p>21/112</p>	<p>To consider and action the council’s response to the Northamptonshire ACRE village survey RESOLVED that the response drafted by NR, RW, JP and AS be submitted online.</p>	<p>NR</p>
<p>21/113</p>	<p>To consider the councils possible entry into the Northamptonshire Village Awards It was felt that much has changed since the original submission for 2020 and it was RESOLVED that the council request it be returned</p>	<p>NR</p>

Chairman’s signature:

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<p>21/114</p>	<p>To consider the need for ad hoc or annual Zoom membership to host non-decision-making meetings It was felt that there would be opportunities to use this outside full council meetings and that these should be actively pursued RESOLVED that the council purchase a licence for Zoom PRO for one year at a cost of £119.90</p>	<p>Clerk</p>																																													
<p>21/115</p>	<p>To receive an update and consider action to the complaint received with regards to the uneven pavements in Wilbarston Following input from members of the public affected by this in Rushton Road this particular instance will be reported again as a potential hazard and how best to obtain improvement of pavements which are damaged but do not meet NNC criteria for repair will be placed on a future agenda</p>	<p>JP, Clerk</p>																																													
<p>21/116 21/116 a</p>	<p>Finance: To receive the finance report, bank statements & reconciliation for June/July. Reports received: Receipts:</p> <table border="1" data-bbox="263 891 1299 1037"> <thead> <tr> <th>Account</th> <th>Date</th> <th>Amount</th> <th>Received from</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>w/w</td> <td>22/6/21</td> <td>£234.00</td> <td>East Carlton Parish Council</td> <td>Welland Wanderer contribution</td> </tr> </tbody> </table> <p>Monthly Bank Reconciliation – Current Account Balance £21,188.23 Welland Wanderer Account Balance £9261.60 Reserve Account Balance £4,756.24</p> <p>Bank Statement & Bank Reconciliation 30th June 2021</p> <table border="1" data-bbox="263 1261 1299 1877"> <thead> <tr> <th><u>Bank Accounts</u></th> <th>Unity Trust Current A/C</th> <th>Welland Wan A/C</th> <th>Unity Trust Reserve A/c</th> <th><u>Bank Rec Balance per Statement</u> 30-Jun-21 £21,188.23</th> </tr> </thead> <tbody> <tr> <td>Balance 1 Apr 21 per statement</td> <td>£15,330.02</td> <td>£0.00</td> <td>£4,756.24</td> <td></td> </tr> <tr> <td>Outstanding Receipt Reconciled balance 1 Apr 21</td> <td>£15,330.02</td> <td>£6,591.00</td> <td>£4,756.24</td> <td></td> </tr> <tr> <td>Receipts</td> <td>£12,861.75</td> <td>£3,529.00</td> <td>£0.00</td> <td></td> </tr> <tr> <td>Payments</td> <td>£7,003.54</td> <td>£858.40</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> </tr> <tr> <td>Closing Balance</td> <td>£21,188.23</td> <td>£9,261.60</td> <td>£4,756.24</td> <td>Reconciled Balance £21,188.23</td> </tr> </tbody> </table>	Account	Date	Amount	Received from	Reason for Payment	w/w	22/6/21	£234.00	East Carlton Parish Council	Welland Wanderer contribution	<u>Bank Accounts</u>	Unity Trust Current A/C	Welland Wan A/C	Unity Trust Reserve A/c	<u>Bank Rec Balance per Statement</u> 30-Jun-21 £21,188.23	Balance 1 Apr 21 per statement	£15,330.02	£0.00	£4,756.24		Outstanding Receipt Reconciled balance 1 Apr 21	£15,330.02	£6,591.00	£4,756.24		Receipts	£12,861.75	£3,529.00	£0.00		Payments	£7,003.54	£858.40			U/p Cheques Transfer Current to Reserve a/c					Closing Balance	£21,188.23	£9,261.60	£4,756.24	Reconciled Balance £21,188.23	
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21/116 b	To consider and approve the accounts for payment																																																		
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	LGA = Local Government Act																																																		
	RESOLVED: The above payments were AGREED																																																		
21/116 c	To note the quarterly internal controls report																																																		
	Noted with no issues																																																		
21/116 d	To receive the report from the finance group meeting on the Quarter 1 analysis																																																		
	Finance Group recommended acceptance, subject to correction of a minor discrepancy in the figures, of an amended version of the Q1 summary to include detail of Q2 – 4 predictions. No issues raised in relation to forecast against actual to date. RESOLVED to accept the recommendation																																																		

Chairman's signature:

Date:

21/116 e	To receive an update on councillors being added to the bank account and internet banking The clerk had confirmed that this had been completed	
21/117	Planning Applications – Consider response to any planning consultations received: None received	
21/118	To receive the monthly Playing Field inspection report and consider action in response to any proposals Inspection was carried out, there was nothing to report other than that damage to equipment in the children’s play area had been reported by a member of the public to the website but appeared already to have been picked up by NNC.	
21/119	To receive the weekly Defibrillator/Telephone Kiosk inspection report and consider action in response to any proposals Held over in the absence of Cllr Smith	
21/120	Date of the next Meeting: The meeting will be held on Thursday 9 th September 2021 at the Village Hall at 7.30pm unless matters arise in the meantime which require attention and in which case the Chair will call an extraordinary meeting in August.	
	Meeting Closed: 9.35 pm	

Chairman’s signature:

Date:

Appendix A



Wilbarston Village Hall Management Committee
Minutes of the Online Meeting held on
Thursday 1st July 2021

DUE TO THE CORONA VIRUS THE JULY 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, Moira Loake, Ray Kemp and Tommy Kelly.

Apologies: None

Minutes of Last Meeting : Approved

Matters arising from June meeting MD

New WVH website – New web site has gone live and has received many favourable comments from committee members. Once again a big thanks to Serena, John and Keith for their efforts. MD has asked SM to maintain and update the new website on an ongoing basis.

Wall lighting – Contractors will be fitting new wall lights in the hall on Tuesday July 6th. They have advised that they have upgraded light controller and no extra cost!

Bar prices and stock options – BL and KL have reviewed and updated the bar price list (more detail in Bar report). Various views expressed about what drinks we should now stock and noted by BL.

Hedges in front of the hall – WPC are still pursuing a solution with North Northants Council

Bar alarm service – Carried out successfully.

Painting external rendering – Majority view is that we ask for quotations from contractors. To make it worthwhile for a contractor MD suggest we also ask for quotes to paint the changing room at same time. We need a volunteer from the committee to take this on as a mini-project please and obtain some quotations – names please?

Face-to-face committee meeting – Government extended planned date for lifting restriction until July 19th. Therefore not possible to hold live meeting on July 1st. First live meeting and AGM will therefore be on 5th August

Treasurer's Report. JP

Lettings: £758

Income: Total Income: **£758**

Expenditure:

Bar stock £735.91

Wages: £446

Maintenance: £88.67

Gas: £117.19

Website: £325

Stationary: £27.99

Total Expenditure: £1852.70 Net Loss: £1094.70

Debtors £773

Balance Sheet: Stock : **£1164.44** Fund raising A/c **£719.02**. MHBS: **£2,743**

Chairman's signature:

Date:

Float: **£250**. Petty Cash: **£85.08** Current A/c: **£24645.41**

Liabilities: Creditors - wages **£318** **Total assets: £30846.56 Total assets less liabilities £30,528.56**

Bar Report BL

'A quick bar report to bring you all up to speed with where we are before our grand reopening on Saturday. Stock is now back on the shelves & will be sorted properly tomorrow. We are trying 2 new beers from Langtons, Thomas Lift & Caudle to go with our regular offering of Inclined Plane. Thank you for advice from committee members that suggested Gordon's should be kept, at least in the short term. In addition, we have Greenalls Wild Berry gin, Gordon's Elderflower & Beefeater Blood Orange as well as our normal Bombay Sapphire, so I believe gin drinkers are well catered for. Our stock of wines remain the same as we had quite a lot left & the dates on them were good at the time of the last Covid stoppage.

Staffing for Saturday is sorted with Lesley & me & maybe Jodie. I also have Jack, the young barman from the Fox, offering his services to us as & when available.

What I do need, if any committee members are available, is a glass collector & maybe 2 others, if Jodie is not available, to take orders from tables as it is table service only.

Keith has kindly calculated a new bar price list, so we are just about ready for the weekend.

If anyone is in a position to assist on Saturday please let me or Mike know, then we can make a plan.

Exciting to know we are back in business'.

RK was able to support Barry.

Correspondence. MD

ACRE – Because of the delay in lifting Covid restrictions, ACRE have sent us updated information regarding weddings and other functions held at the hall. Hall manager has translated these into practical measures and advised hirers accordingly.

Field gate – WPC advises they have changed the names of key holders for the access field gate to the playing field (the gate has to be kept locked to prevent unauthorised access but unlocked to allow emergency vehicles access. A number of people hold keys). MD to discuss with Chair of WPC and then agree updated list of keyholders to be displayed on the gate.

Hall Maintenance. MD

Cleaner – There are some issues with hall cleaning. MD and KL will be meeting cleaner to discuss.

New Hire charges – KL and MD have reviewed hall hire charges and these will be circulated to committee members shortly. It is proposed these come into effect from 1st September 2021.

Ongoing improvements to the hall. Our current hall finances are healthy and we have a full booking schedule for the next few months which should yield more income. Committee members are asked to consider ongoing improvement projects and present ideas for consideration, e.g. consider a total refurbishment of the toilets? Other ideas?

Committee response

ML 'I agree that we should get quotes for the outside painting and the changing rooms. As a next project perhaps the toilets could do with bringing up to the standards of the rest of the hall'

GR – 'I'm delighted that the main hall side lights are being installed next week. Yes, fully support the painting of the changing rooms and it would be fantastic to redesign and redecorate the toilets. We still need to address the lack of storage and think of possible solutions'

RK – 'I will be at the hall on Tuesday when the guys start on the light fitting.

Toilets - improvements seem to be a good idea although storage also remains a problem. The storage issue could be at least partly resolved if the brass band did not occupy an apparently disproportionate amount of space.

Chairman's signature:

Date:

TH – ‘ I'm in agreement with all that was said and suggested. It's great that the hall is primed and ready for business. Good work by all concerned. Sorry to hear about the cleaner. Mike, do you want me to re-advertise on Facebook, and is it worth contacting any of the previous applicants?’

JH – ‘Thanks for all the information; nothing really to add’

AOB MD

Hall manager remuneration – It is 2 years since there was a review of Hall manager wages. During that time there has been a significant increase in his responsibilities overlaid with a considerable extra effort in dealing with the Covid pandemic and all that entailed for the village hall. He has also put in extra effort in relation to hall bookings and participating in various project (kitchen refurbishment, new website. After discussions between the Chair, Vice Chair and Secretary it was agreed that his hourly rate should increase from £11 to £12 for normal hours and from £16 to £18 for weekend working (expected to be minimal as he no longer has cleaning duties). MD to confirm the change to contract

WVH Facebook – Now that our new website is up and running, we need to review the state of our Facebook site and how that can be improved.

Date of Next Meeting – Thursday 5th August 2021. AGM planned for 6.45pm. Meeting to follow.

Signed:

Date:

Chairman’s signature:

Date: