

Weekley Parish Council



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MINUTES

Minutes of Weekley Annual Parish meeting, Weekley Annual Parish Council meeting and Weekley Parish Council meeting held on **Tuesday 11th May 2021** at **7.00 pm** at **Weekley Village Hall**

Councillors Present: Cllr Matt Tartaglia, Cllr Mark Hales, Cllr Mike Smith, Cllr Sam Rees

Public: None

Clerk: Ruby Cole

Annual Parish Meeting

	Chair thanked and welcomed everyone to the meeting
21/001	Parish Council Chairman's Report 2020/2021 Chair - Matt Tartaglia read out the report for the year – Report Attached
21/002	Parish Council Finance Report 2020/2021 Clerk – Ruby Cole read out the report for the year
21/003	Annual Report from Rural Forum Cllr Hales reported that there have been no meetings since Jan 2020 due to Covid
21/004	Annual Report from EKLF Cllr Tartaglia reported that Hanwood Park being a large development is ongoing
21/005	Annual Report from Neighbourhood Watch Cllr Cuckson reported that no leaflets had been distributed due to Covid
21/006	Annual Report from Cricket Club The cricket club is going well and is financially secure – Report Attached
21/007	Annual Report from Church The first meeting will be 23 rd May 2021 – Report Attached

Annual Parish Council Meeting

21/008	Election of Chairman and sign 'Acceptance of Office' form, signed also by Clerk and kept by the Clerk Matt Tartaglia informed committee he did not wish to stand again as Chair, but is happy to stand as councillor Cllr Hales proposed Cllr Smith for Chair. Seconded by Cllr Rees. All councillors present in favour Resolved: Cllr Smith accepted the position and signed both the 'Declaration of Acceptance of Office' form and 'Code of Conduct' form
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21/009	Election of Vice Chairman and sign 'Acceptance of Office' form, signed also by Clerk and kept by the Clerk Cllr Tartaglia proposed Cllr Hales for Vice Chair. Seconded by Cllr Rees. All councillors present in favour Resolved: Cllr Hales accepted the position and signed both the 'Declaration of Acceptance of Office' form and 'Code of Conduct' form
21/010	All Councillors to sign 'Acceptance of Office' form, signed also by Clerk and kept by the Clerk Resolved: Remaining councillors signed both the 'Declaration of Acceptance of Office' form and 'Code of Conduct' form
21/011	Rural Forum and EKLf Representative Resolved: Cllr Tartaglia will remain East Kettering Local Forum representative. Cllr Hales will remain Rural Forum representative
21/012	Adoption of Policies previously circulated: Financial Regulations, Code of Conduct, Risk Assessment, Complaints Procedure, Data Protection Policy, Records Retention Policy, Subject Access Request Procedure, Data Breach, Standing Orders Resolved: All policies were approved and adopted. Signed by Chair and Clerk

Parish Council Meeting

21/013	Apologies: To receive and approve apologies for absence Resolved: There were no apologies
21/014	Public address to the council: Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting Resolved: There were no members of the public
21/015	Minutes of the last meeting: To receive and approve for signature the minutes of the meeting held on Tuesday 02 March 2021 Resolved: The minutes were approved and signed by the Chair
21/016	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda: Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business). Resolved: There were no declarations of interest
21/017	Review Actions Outstanding: To receive reports on actions outstanding from previous minutes as below

249.1a	SR	Update on progress to Village Hall. Agenda item next meeting
249.1b	SR	Update on progress to Bus Shelter hedge. Agenda item next meeting
249.1c	SR	Update on painting of Tea Shop door. Agenda item next meeting
249.1e	Clerk	Send nominations papers to councillors and deliver to KBC by 8 th April 2021 - Completed
251.1	Clerk	Contact KBC Planning - Completed
252.1a	SR	Approach Boughton Estates to consider the possibility of adopting a section of Weekley Wood Lane. Cost is substantial. Agenda item next meeting
252.1b	MS	Contact KBC to look into options for light replacement – Light replaced - Completed
254.1	Clerk	To include APM & ACM - Completed
255.1	Clerk	To arrange Zoom meeting – Meeting arranged Village Hall - Completed

21/018	Information Commissioner's Office (ICO): Email circulated to councillors 21/04/2021 regarding the appointment and fee of £10 a year for a DPO (Data Protection Officer) Resolved: Approved and payment agreed
21/019	Delegation of Authority: Due to periods in-between meetings Council to agree to delegation of authority to the Clerk where appropriate Resolved: 'Delegation of Authority' form circulated to councillors via email. Approved and agreed. Chair and Clerk signed the 'Delegation of Authority' form provided by the Clerk
21/020	Insurance: Quotes from BHIB for £151.20 and Zurich for £167.44 circulated to councillors 29/04/2021 for renewal 01/06/2021 Resolved: Councillors agreed to continue insurance cover with BHIB Insurance
21/021	HMRC: Email circulated to councillors 15/04/21 regarding information required for employees dating back to 2017. Clerk emailed previous clerk 19/04/21 for further information. No response received at time of writing. Council to discuss way forward Resolved: Councillor Smith will investigate further Action 21/021a
21/022	Website: In view of workload, clerk reported that only minutes and agendas had been uploaded onto the website Resolved: Cllr Smith may have time to look into. Clerk to provide password details Action 21/022a
21/023	Gigaclear: To receive update and discuss next steps Resolved: Cllr Rees to contact them to tidy up the works Action 21/023a
21/024	Covid 19: To note updates being continually provided by NCalc Resolved: Updates being noted by councillors
21/025	Elections: Notification received from North Northamptonshire Council 16/04/2021 that Weekley Parish Council would not be having an election 6th May 2021 Resolved: Noted
21/026	Planning: Post Meeting - Application received 31/03/21 NK/2021/0215, The Fairview, Weekley Wood Lane for enclosed porch to replace open porch to front elevation. No Objection agreed via email by council Resolved: No further action
21/027	Village Spring Clean: To discuss dates Resolved: To be reviewed at a later date
21/028	VASID: To receive any update Resolved: VAS is working fine. Cllr Tartaglia to upload and send log to councillors Action 21/028a
	Finance
21/029	Bank: To discuss Barclays bank account issues and to consider switching Another signatory is required. Monthly statements to go to Clerk at her address. Look into online banking with Barclays Resolved: Cllr Smith to contact Bank and discuss the way forward Action 21/029a
21/030	Fixed Asset Register: To discuss asset register as circulated to councillors 05/04/2021 and approve amendments Resolved: Approved and signed by the Chair
21/031	Audit: To receive and note the annual internal audit report Resolved: The annual audit was received and auditors comments noted
21/032	Agar: To approve and sign the annual governance statement Resolved: Approved and signed by the Chair
21/033	Year End: To approve and sign the annual accounting statements Resolved: Approved and signed by the Chair
21/034	Certificate of Exemption: Council to certify themselves as exempt from external audit and sign the certificate of exemption form Resolved: Chair signed the certificate of exemption form
21/035	Payments: To approve payments below totalling £571.80 Post agenda £10.20 to clerk for stamps. Council agreed to pay clerk a portion of stationery expenses Resolved: The below payments were approved and cheques signed

Ref	Payee	Description	Amount
100530	Information Commissioner's Office	Membership 2021/2022	40.00
100531	Northants Calc	Membership 2021/2022	154.68
100532	Clerk	Salary April/May 2021	180.72
100533	NJ Searle	Internal Auditor	25.00
100534	Northants Calc	Data Protection Officer	10.00
100535	BHIB	Insurance 2021/2022	151.20
100536	Clerk	Stamps	10.20

21/036	Bank Balance: To receive and approve balance at bank and reconciliation Precept of £2600 and VAT reclaim of £39.51 had been received. Resolved: Bank reconciliation to May 11 th approved and signed by the Chair
21/037	Next Agenda: To request items for inclusion on the agenda for the next meeting Resolved: Boughton Estates/Cricket Club, Bus Shelter, Tea Shop Door, Village Hall, Boughton Estates/Weekley Wood Lane Action 21/037a
21/038	Upcoming Meetings: To note dates of next meetings Resolved: Next meeting date 17th August 2021 at village hall Action 21/038a

Meeting closed 8.40

Action Points for Tracking

21/021a	MS	HMRC – To make contact in response to their letter 12/04/2021
21/022a	MS	Website – To look into website. Clerk to provide passwords
21/023a	SR	Gigaclear – To make contact to make good untidy finish
21/028a	MT	VASIS – To send log to councillors
21/029a	MS	Bank – To contact bank in order to move forward administration
21/037a	Clerk	To include items on next agenda
21/038a	Clerk	To book village hall

Chairman's Annual Report to the Parish for the Year 2020-21. Delivered at the Annual Parish Meeting on Tuesday 11th May 2021

1. The resignations of Cllr Peter Chew and Cllr Rachael Gladstone-Brown resulted in vacancies that were filled by Mike Smith and Sam Rees being co-opted onto the Parish Council during February 2021.
2. Residents continue to raise concerns with respect to anti-social behavior at the end of Weekley Wood Lane. Whilst there has been an increase in Police traffic residents met to discuss the installation of a HD CCTV camera but the majority felt this would be vandalised so for now this has been rejected. The closing of the road by installing a gate across the road is being costed although this require Highway approval.
3. Additional speed signage has been placed around Weekley reminding motorists of the speed limit.
4. The Community Payback Unit have agreed to provide support for the painting of the Bus

Shelters but due to the Coronavirus pandemic this has not been possible in 2020.

5. The maintenance of the church yard is currently paid for by the Warden, Emma Drage. Boughton Estates did offer use of their Parks team for a couple of hours each month but the Coronavirus pandemic did not permit this in 2020. Hopefully the work will be possible in 2021. Our Budget for 2021 /22 does include a sum for a grasscutter as and when required.

6. A request to cut back the hedge adjoining the footpath out of Weekley towards Geddington has been carried out by Boughton Estates. Hedging from the Bus Shelter towards Kettering will be trimmed later in year by Boughton Estates.
7. Gigaclear, the providers of highspeed fibre to Weekley will be requested to return and gravel the footpaths dug to lay their cables.
8. There were no meetings of the Kettering Rural Forum during the year.
9. The last meeting of the East Kettering Liaison Forum was held on 2nd December 2020 confirming S106 Receipts of E7.7m had been received and allocated to the Scholl Loan €6.1m and Junction work. I attended a Zoom meeting held by Hanwood Park LLP who wished to secure more time for the submission of future detailed proposals. To date 480 homes have been completed. The Weekley Warkton Avenue proposed will only be built when numbers reach 2700 homes and funding is available!
10. Usage of the Village Hall has been discussed and recommendations are required if it is to be saved. Discussions will continue with Boughton Estates.
11. Planning matters included ' Save Weekley Hall Wood'. Representatives provided an update of campaign which at the time included over 8000 people signing the petition and over 600 objections. Weekley Parish Council did submit comment to planners.
12. Cllr Cuckson also agreed to become the Police Liaison contact for Weekley.
13. Ann Furguson — Estate Manager, will be the main contact with Boughton Estates. Cllr Rees replaces Rachael Gladstone-Brown as Land Agent.
14. Current Weekley Parish Councillors re-elected within North Northamptonshire Council.

Finally, welcome to Ruby Cole who now acts as Clerk to Weekley Parish Council.

Matt Tartaglia

Chair - Weekley Parish Council

Annual Report of WWCC — Andrew Bussey

The club is in a good state. On the field we have 3 adult sides in the county league and we're also in the midweek knockout and national village knockout. They'll be some friendlies also. The youth section is strong with under 9s, 11s, 13s, 15s and 17s. The ground will be the usual hive of activity. There's been a few headaches with our car park fenced off due to lambing but we should be able to use it normally from now on.

Financially we are OK. Because we pay business rates we have qualified for some local authority grants and that has kept us going. We also have some good sponsors and decent membership.

We've continued improvement work around the lockdowns. The bar has been redecorated. Scorebox has a proper foundation. Re-mulched the seating area. Nets refurbished and new covers being delivered. The estate are due to repair the paddock gates. The ground has never looked as good!

Rounders is also on my list. Let's see what Boris says but a summer's evening with village and cricket sides would be good fun and we'll fire up the bbq. Please mention at your meeting to gauge interest. Happy to do it more than once if there's the appetite.

Also Bill Drake Lee and I are keen to host a charity cricket match again in memory of Kate. Maybe a mini competition with sides from WWCC, the rugby club, Weekley village and Geddington. It would be well supported. I wondered about linking it with a village fete and making it a bit of an event? Proceeds split between the club, village and a charity of Bill's choice? Would need proper planning but could be quite an afternoon. Food for thought....

Annual Report of Church — Emma Drage

Church opens for its first service on 23rd May.

No replacement for Emma Drage, the APCM is on 30th May in church so one will be announced then.

Up to date church service rota is available which also shows Geddington as well as the patronal festivals. These normally coincide with an event in the church yard, all to be confirmed.

Family Worship in Geddington will now be the second Sunday at the new time of 9.45am, and Morning Prayer in Geddington is the 3rd Sunday and in Weekley it is the 2nd Sunday. From September I will offer baptisms on the first and third Sundays of the month, the first Sunday will be at Ipm and the third will be part of the morning service.

Rev'd Gillian Gamble

Priest in Charge

Benefice of Geddington with Weekley 01536 742200

Approved