

# Weekley Parish Council



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## MINUTES

Minutes of the meeting of Weekley Parish Council held on **Tuesday 15<sup>th</sup> November 2022** at **7.00pm** at The Boughton Estate Office, Weekley, Kettering, Northants, NN16 9UP

**Councillors Present:** Chair M Smith, Vice Chair M Hales, Cllr S Rees, Cllr C Cuckson, Cllr G Attwell

**Public Present:** 0

**Clerk:** Ruby Cole

<b>22/085</b>	<b>Apologies:</b> Ward Councillor Mark Rowley <b>Resolved:</b> Noted
<b>22/086</b>	<b>Public Address:</b> <b>Resolved:</b> None
<b>22/087</b>	<b>Declarations of Interest:</b> <b>Resolved:</b> None
<b>22/088</b>	<b>Minutes:</b> Full Parish Council meeting Tuesday 2 <sup>nd</sup> August 2022 <b>Resolved:</b> Minutes were approved and signed by Chair at the meeting
<b>22/089</b>	<b>Actions Outstanding:</b>

<b>22/048.1</b>	SR	To enquire with tea shop owner to take on watering of Queen's Platinum Jubilee Tree 15.11.22 <b>Ongoing</b>
22/050.2	MS	KET/2020/0121 - To form and lead sub-committee as to how possible S106 monies should be spent - see agenda item 22/102
22/070.1	Clerk	To send paperwork to Co-opted Councillor - Complete
22/071.1	MS	To look into options for a Defibrillator etc- see agenda item 22/091
22/072.1	MS	To place litter pick information in newsletter - see agenda item 22/092
22/075a	Clerk	To write to Old Vicarage Care Home regarding overgrowth of hedge - Complete

<b>22/090</b>	<p><b>Correspondence:</b> To receive correspondence and actions arising</p> <ul style="list-style-type: none"> <li>Email 12/10/2022 - Ise Valley Strategic Plan Launch. Slides showing project plans including Boughton Estates. There is no impact to Weekley Parish</li> <li>Email 28/10/2022 - North Northamptonshire Coordination of Warm Spaces During Winter. NNC are looking to coordinate a network of warm spaces to provide support to anyone who is struggling with the cost of living. There is no venue suitable in Weekley Parish to accommodate</li> </ul>
<b>22/091</b>	<p><b>Defibrillator:</b> To agree location of the recently purchased defibrillator and maintenance. The Montagu car park came up as the best location. London Hearts will regularly monitor the defibrillator once in place and inform Council if any maintenance required.</p> <p><b>Resolved:</b> Cllr Rees to enquire feasibility of suggested location <b>Action 22/091.1</b></p>
<b>22/092</b>	<p><b>Litter pick:</b> This has been deferred to Spring 2023</p>
<b>22/093</b>	<p><b>Greenbelt Festival:</b> Cllr Rees is liaising with the organisers to a fair way of allocating the free tickets within the parishes affected</p>
<b>22/094</b>	<p><b>Planning:</b> No new applications received</p>
<b>22/095</b>	<p><b>Boundary Review:</b> NCalc update 23/09/2022 Boundary Reviews - West &amp; North A review of the internal ward boundaries of West Northamptonshire Council (WNC) is underway. The Local Government Boundary Commission for England (LGBCE) is the responsible body. All parish and town councils should respond, even if we want things to stay as they are. A review of North Northamptonshire Council (NNC) is also planned, but has not yet started. Council to note</p> <p><b>Resolved:</b> Chair to investigate further <b>Action 22/095.1</b></p>
<b>22/096</b>	<p><b>Poppy Wreath:</b> Cllr Attwell attended on Remembrance Day 11<sup>th</sup> November and laid a wreath on behalf of the parish council. There was discussion on having a more robust wreath or wooden crosses made for next year.</p> <p><b>Resolved:</b> Chair to make enquiries <b>Action 22/096.1</b></p>
<b>22/097</b>	<p><b>King Charles III Coronation:</b> Saturday 6<sup>th</sup> May 2023. Council have agreed to budget £200 towards any events taking place. It may be there is a joint venture with parish council, Montagu and Cricket Club.</p> <p><b>Resolved:</b> Chair to make enquiries with Montagu Club &amp; Cricket Club <b>Action 22/097.1</b></p>
<b>22/098</b>	<p><b>Boughton Estates Parish Works:</b> Update from Cllr Rees Hedges - on footpath towards Geddington and stretch between bus shelter and Weekley sign towards Kettering - to be cut and trimmed. Awaiting appointment of contractor to cut hedges Rotten posts on site around the Church. These will be repaired</p>
<b>22/099</b>	<p><b>Neighbourhood Watch:</b> Cllr Cuckson reported that she has been receiving updates, but nothing relevant to Weekley</p> <p><b>Police Liaison Representative:</b> Cllr Attwell attended the Commissioner, Chief Constable and Chief Fire Officer meeting 07/11/2022 and is awaiting the slides from the presentation to forward to councillors. He reported an increase in the number of police officers recruited and allocated to rural areas. Cllr Attwell has put himself forward to the PLR for Weekley</p> <p><b>Resolved:</b> Clerk to register Cllr Attwell and forward role description <b>Action 22/099.1</b></p>

<b>22/100</b>	<b>Queen's Platinum Jubilee Tree:</b> There are two oak trees to be planted shortly. One on the village green and the other next to the Church
<b>22/101</b>	<b>Village Sign:</b> The metal work has been completed. 6 <sup>th</sup> form students from Kettering Buccleuch Academy will be working on a project to design the emblem depicting the history/relevance to Weekley. Chair is in liaison with the Vice Principal of the School
<b>22/102</b>	<b>S106 Monies:</b> Chair and ward Councillor Mark Rowley are yet to meet to discuss options. Councillors read through the Traffic Calming Working Group Term of Reference <b>Resolved:</b> Traffic Calming Working Group Term of Reference adopted
<b>22/103</b>	<b>Clerk CiLCA:</b> Clerk has completed her course - October 2022. 1/3 share of SLCC registration fee due within the financial year. Clerk would also like it to be noted that course and study time is over and above contracted monthly hours <b>Resolved:</b> Council agreed to move clerk up in the salary scale
<b>22/104</b>	<b>Local Government Pay:</b> NCalc update 01/11/2022 Salary scales for Clerks 2022/23 have been confirmed. An increase of £1,925 on every salary point. In addition to the pay increase it was also agreed to increase annual leave entitlement by 1 day in addition to the 8 bank holidays and 2 extra-statutory days <b>Resolved:</b> Clerk pay to increase pay by £1 an hour effective from December 2022 and back paid to April to 2022 in line with the above
<b>22/105</b>	<b>Barclays Bank:</b> It was agreed to change from Barclays Bank to Unity Trust Bank. It was agreed to pay the quarterly charge of £18.00. The signatories will be: Clerk - view, submit and authorise. Cllr Smith - view, submit and authorise. Cllr Hales - view and authorize <b>Resolved:</b> Clerk to implement <b>Action 22/105.1</b>
<b>22/106</b>	<b>Annual External Audit:</b> Email 23/08/22 Option to opt out of the SAAA central external auditor appointment arrangements. Advice by NCalc to remain opted in <b>Resolved:</b> To remain opted in - no further action
<b>22/107</b>	<b>Budget:</b> Clerk provided the figures for the remaining budget for the financial year end 2022/2023 and also the forecasted figures for financial year 2023/2024. It was also agreed to allow for grants to be available for projects benefiting the parish depending on the Councils finance situation. This would be advertised in the village newsletter and website <b>Resolved:</b> Council approved the figures for the remaining budget. Council approved the 2023/2024 budget and set the precept at £3600. Clerk to send precept demand to NNC <b>Action 22/107.1</b> Clerk to produce grant form for circulation <b>Action 22/107.2</b> Cllr Smith to include in Newsletter <b>Action 22/107.3</b>
<b>22/108</b>	<b>Payments:</b> To approve payments <b>£2151.68</b> including post agenda expenditure £9.44 <b>Resolved:</b> Payments approved and invoices signed by Cllr Attwell at meeting

Ref	Payee	Description	Date	Method	Amount
19	Holcot Parish Council	Clerk CiLCA	22/08/2022	Online	£82.50
20	Clerk	September Salary	20/09/2022	S/O	£108.40
21	Clerk	October Salary	20/10/2022	S/O	£108.40
22	Clerk	Stationery	13/10/2022	Online	£6.87
23	The Copper Elf	Village Sign	13/10/2022	Online	£350.00
24	London Hearts	Defibrillator	26/10/2022	Online	£1,241.00
25	Holcot Parish Council	SLCC CiLCA Registration – Clerk	16/11/2022	Online	£136.67
26	Clerk	November Salary	20/11/2022	S/O	£108.40
27	Holcot Parish Council	Clerk Stationery	22/11/2022	Online	£9.44

**£2,151.68**

<b>22/109</b>	<b>Bank Balance:</b> Bank balance 31/10/2022 = £3128.49. Bank reconciliations August, September and October 2022 approved <b>Resolved:</b> Balance at bank approved. Cllr Rees signed bank reconciliations at meeting
<b>22/110</b>	<b>Next Agenda:</b> Litter Pick
<b>22/111</b>	<b>Next Meeting:</b> Tuesday 7 <sup>th</sup> February 2023 7.00pm – Boughton Estates Office. 4 <sup>th</sup> May 2023 6.30 for Annual Meetings <b>Resolved:</b> Clerk to book village hall for 4 <sup>th</sup> May 2023 <b>Action 22/111.1</b>

### Clerk's Notes:

**Apologies:** When the agenda summons is issued to Councillors, Clerk to be informed via email if unable to attend the meeting stating reason.

**Meeting Closed: 8.30pm**

### Action Points for Tracking

#### Ongoing Actions

<b>22/048.1</b>	SR	To enquire with tea shop owner to take on watering of Queen's Platinum Jubilee Tree 15.11.22 <b>Ongoing</b>
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### Actions from current meeting

<b>22/091.1</b>	SR	Defibrillator: To enquire feasibility of suggested location Monagu Club
<b>22/095.1</b>	MS	Boundary Review: To make enquiries
<b>22/096.1</b>	MS	Poppy Wreath: To make enquiries for wooden crosses
<b>22/097.1</b>	MS	King Charles III Coronation: To make enquiries on joint venture event Saturday 6 <sup>th</sup> May 2023 with Montagu Club and Cricket Club
<b>22/099.1</b>	Clerk	Police Liaison Representative: To register Cllr Attwell
<b>22/105.1</b>	Clerk	Unity Trust Bank: To implement change of account
<b>22/107.1</b>	Clerk	Precept: To send precept demand to NNC
<b>22/107.2</b>	Clerk	Grant Form: To produce and circulate
<b>22/107.3</b>	MS	Grant Form: To include in Newsletter
<b>22/111.1</b>	Clerk	Next Meeting: To book village hall for 4 <sup>th</sup> May 2023 6.30pm

Approved