

# Weekley Parish Council



**Clerk: Mrs Ruby Cole**  
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Date: 1<sup>st</sup> November 2023

To: All Parish Councillors

From: Mrs R Cole, Clerk to Weekley Parish Council

Dear Councillor,

You are hereby summoned to attend the Full Parish Council meeting of Weekley Parish Council on **Tuesday 7<sup>th</sup> November 2023 at 7.00pm** at **Boughton Estate Office**, Weekley, Kettering, Northamptonshire, NN16 9UP when the under mentioned business will be transacted.

## AGENDA

- 23/096 Apologies:** *To receive and approve apologies for absence.*
- 23/097 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. Actions/decisions can only be made for items listed on the agenda.*
- 23/098 Minutes:** *To receive and approve for signature the minutes of the full parish council meeting held on Tuesday 1<sup>st</sup> August 2023.*
- 23/099 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.*
- 23/100 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes.*
- 23/101 Correspondence:** *To receive correspondence and actions arising.*
  - *Email 08/08/2023 BHIB Council Insurance: From 1st September 2023, brand, name and website will be trading as Clear Councils.*

- *Email 04/09/2023 Pensions Regulator: Legal duties: workplace pensions re-enrolment. Third anniversary of duties start date: 01/02/2024. Re-declaration deadline: 01/7/2024.*
- *Email 30/09/2023 Comm Mini Bus: Research on community transport need for ICS & offer of trial trips for residents.*
- *Email 04/10/2023 Hanwood Park: Exhibition 26-28<sup>th</sup> October 2023. Invitation to attend parish council meeting.*

**23/102 Planning:** *To receive any new applications and actions arising*

- *01/09/2023 KET/2020/0121 – Appeal APP/L2820/W/23/3325758 Full Planning Permission (EIA): 5 no. B8 warehouses, 1 no. B2 general industry building, service yards, parking, drainage, landscaping and 3 no. substations. Weekley Wood Lane (land at), Kettering.*
- *12/10/2023 AOC/0617/1901 - 12 Church Lane, Weekley. Condition nos. 2 (sample profile of wooden frame/glazing bars) and 8 (staircase details) of KET/2019/0617.*

**23/103 S106 Monies:** *To receive update.*

**23/104 Kettering Local Cycling and Walking Infrastructure Plan:** *To receive update on communications with David Prior.*

**23/105 Greenbelt Festival:** *24<sup>th</sup> - 27<sup>th</sup> August. To receive update on event.*

**23/106 Remembrance Sunday 12.11.2023:** *To allocate Councillor representation.*

**23/107 Weekley Village Sign:** *To receive update.*

**23/108 Future of Weekley Parish Council:** *To discuss viability of Council.*

### Regular Reports/Updates

**23/109 Road Safety/Highways:** *To receive update.*

**23/110 Hanwood Park:** *To receive update from Chair.*

**23/111 Boughton Estates:** *To receive update on works.*

**23/112 Neighbourhood Watch:** *To receive update from Cllr Cuckson.*

**23/113 Police Liaison:** *To receive update from Cllr Attwell.*

### Finance/Governance

**23/114 Policies:** *Clerk has updated policies - Standing Orders, Risk Management, Complaints, Publication, Data Breach, Data Protection, Access Request, Health & Safety, Equality & Diversity, Grievance & Disciplinary, Records Retention. To agree and adopt all policies. Future reviews to be spread throughout the years unless informed otherwise.*

**23/115 Asset Register:** *To approve asset register to date.*

**23/116 Clerk CiLCA:** *To note clerk has passed her CiLCA course 29/8/2023 and is now qualified.*

**23/117 General Power of Competence:** *The Council meets the criteria of eligibility as follows: i) The number of Councillors elected at the last ordinary election equals or exceeds two thirds of its total number of councillors and ii) The Clerk/RFO is qualified and holds the sector specific qualification (CiLCA) including Unit 7 relating to General Power of Competence. To adopt the General Power of Competence.*

**23/118 Close Meeting:** *To pass a resolution to close meeting to press and public for confidential item.*

**23/119 Salary Increase for Clerk:** *To discuss salary increase for the Clerk due to becoming CiLCA qualified as documented in her employment contract. Note any change agreed to be for pay calculations from 1st September 2023.*

**23/120 Re-open Meeting:** *To pass a resolution to re-open meeting to press and public.*

**23/121 Payments:** To note previously approved payments since last meeting £531.18. To approve payment £136.16. Total payments **£667.34.**

**Payments since last meeting 1<sup>st</sup> August 2023**

Ref	Payee	Description	Date	Method	Amount
52	Furniture at Work	Storage Cabinet	08/09/2023	Online	£240.86
53	Clerk	September Salary	20/09/2023	S/O	£136.16
54	Unity Trust Bank	Quarterly Bank Charge	30/09/2023	Direct	£18.00
55	Clerk	October Salary	20/10/2023	S/O	£136.16

**£531.18**

**Payments this meeting**

Ref	Payee	Description	Date	Method	Amount
56	Clerk	November Salary	20/11/2023	S/O	£136.16

**£136.16**

**23/122 Bank Balance:** To receive and approve balance at bank and reconciliation for August, September & October 2023.

**23/123 Budget 23/24:** To review remaining budget for financial year 2023/2024.

**23/124 Projects 24/25:** To discuss and agree expenditure for any projects for year financial year 2024/2025.

**23/125 Budget 24/25.** To agree budget for financial year 2024/2025.

**23/126 Precept:** To agree and set precept figure for financial year 2024/2025.

**23/127 Next Agenda:** To request items for inclusion on the agenda for the next meeting.

**23/128 Next Meeting:** To confirm meeting date Tuesday 6<sup>th</sup> February 2024 at 7.00pm Boughton Estate Office.

Signed: *Ruby Cole*

Date: 1<sup>st</sup> November 2023