

Weekley Parish Council



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MINUTES

Minutes of Weekley Full Parish Council meeting held on **Tuesday 1st August 2023** at **7.00pm** at **Boughton Estate Office**, Weekley, Kettering, Northamptonshire, NN16 9UP

Present:

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

Public: Cllr Mark Rowley - Ise Ward
Cllr J Pettit Chair - Warkton Parish Council
Cllr R Goodall Vice Chair – Warkton Parish Council
Jonathon Smith (until 20:30)

Clerk: Ruby Cole

23/071	Apologies: There were no apologies
23/072	Public address to the council: No public address
23/073	Minutes: Annual meetings Thursday 4 th May 2023 Resolved: Minutes were approved and signed by Chair at meeting
23/074	Declarations of Interest: Under the Council's Code of Conduct related to business on the agenda: Members were reminded by email of their duty to update their declaration of interests with any changes to previous disclosure. Resolved: No declarations of Interest to items on the agenda. All Councillors confirmed via email to say there were no changes to their original disclosure although Cllr Rees will add Boughton Estates to his submission and notify NNC Monitoring Officer

23/075	<p>Boundary Review: Jonathon Smith attended the meeting to give a presentation on the draft proposals for new wards in North Northamptonshire and potential impact/benefit to Weekley Parish. It is proposed that Weekley Parish would come under the new Geddington and Stanion ward. The submission deadline is the 7th August 2023. Chair thanked Jonathon for his presentation and explanations.</p> <p>Resolved: Council agreed that a response is to be made. Clerk to write requesting an extension of time for our response. Action 23/075.1 Clerk/Cllr Smith to write to The Local Government Boundary Commission with our response Action 23/075.2</p>
23/076	Actions Outstanding: See end of Minutes for full update
23/077	Correspondence: Email 19/07/2023 NCalc Annual Conference Saturday 7 th October 2023. There is no one available to attend this event
23/078	Planning: No new planning applications received
23/079	S106 Monies: Despite recommendations from Ian Boyes, NNC have stated that Weekley Parish Council do not qualify from Phase 1
23/080	Kettering Local Cycling and Walking Infrastructure Plan: Even though the cycling path is proposed to be routed via Weekley, it was felt there is not enough information regarding traffic/safety measures. It was suggested that David Prior attend a meeting with Council. Clerk to arrange Action 23/080.1
23/081	Greenbelt Festival: 24 th – 27 th August. This event is sold out. As Cllr Smith has been allocated free tickets and the value is £50 plus, he will declare to NNC Monitoring Officer and send a copy to the Clerk Action 23/081.1
23/082	<p>Road Safety/Highways: From the meeting with Cllr Smith, Cllr Rowley and NNC Highways – Ian Boyes</p> <p>The recommendations from Ian Boyes subject to viability are as below with an approximate cost of £40,000 - £50,000</p> <ul style="list-style-type: none"> • Relocating the start of the speed limit on the approach from the A6183 Weekley Wood Lane. This could be combined with a “gateway” feature and “dragons teeth” road markings. • The position of the start of the speed limit on the approach from Kettering was considered to be appropriate although again this could be enhanced with a gateway feature and “dragons teeth” markings. • The approach from the A6183, a possible installation of an electronic vehicle activated sign to help reinforce the existing speed limit. • It was noted that the existing “30” repeater signs on the A4300 were rather small, which could be upgraded, and also accompanied by “30” repeater carriageway roundel markings for greater effect. • To investigate the possibility of a pedestrian refuge in the vicinity of The Old Vicarage to help provide pedestrian access across the road in the centre of the village <p>It was suggested that funding for some of these could be sourced through the a ‘Group Submission’ Grant. Clerk to make enquiries Action 23/082.1</p>
23/083	Weekley Village Sign: This is mostly complete. The actual design that Buccleuch Academy were going to take part in is taking longer than anticipated. Cllr Attwell and Jonathon Smith will speak with members of the Academy to try and progress Action 23/083.1
23/084	Litter Pick: Volunteers are maintaining. No longer required

23/085	Boughton Estates: Update on works outstanding and current <ul style="list-style-type: none"> • Hedge maintenance on both sides of village. These have been tidied up. Once the crop is dry further maintenance will be carried out. • Maintenance of area outside Church and Cricket Club. It was originally decided to let this area become a “wild meadow” but the consensus is that it looks a mess and Boughton Estates will now arrange to have the grass cut. Work on repointing the wall is in progression. • Star Pond. The work is almost complete. Just the wall left. • The issue with water at the bottom of the lane near the bungalows is still ongoing. Anglian Water have tested the water and state that as there are no chemicals in the water, it is not a leak from their systems. It looks like it may be a natural stream. Some work has taken place to keep the footpath open but further investigation is required.
23/086	Neighbourhood Watch: Cllr Cuckson reported that although she was receiving regular updates, there is nothing of concern for Weekley.
23/087	Police Liaison Rep: Cllr Attwell attended the weekly teams meeting with the Commissioner although there was nothing of relevance to Weekley. However, there was recent police activity along the Bungalow end of the parish.
23/088	Weekley-Warkton Merger: The parish council will have an opportunity to have their say on the merging of the Councils under the Community Governance Review. We can initiate this ourselves ahead of this or wait until the consultation from NNC comes through
23/089	Close Meeting: Meeting was not closed and was open to public present
23/090	Confidential Item: Council to consider and review clerks hours. There was some confusion regarding this item Unresolved
23/091	Re-open Meeting: Meeting remained open
23/092	Payments: To note previously approved payments since last meeting £544.66 and payment this meeting £136.16 Resolved: Council approved payments as below £680.82. Invoices signed by Cllr Attwell.

Ref	Payee	Description	Date	Method	Amount
47	Northants Calc	Clerk Training	21/06/2023	Online	£50.40
48	Clerk	June Salary	20/06/2023	S/O	£136.16
49	Swarco Uk & Ireland	Vasid 28/02/2023 to 28/02/2024	21/06/2023	Online	£203.94
	Unity Trust Bank	Quarterly Bank Charge	30/06/2023	Direct	£18.00
50	R Cole	July Salary	20/07/2023	S/O	£136.16
51	Clerk	August Salary	20/08/2023	S/O	£136.16

£680.82

23/093	Bank Balance: Clerk produced previously circulated bank reconciliations for May, June & July 2023 for signature along with above invoices. Balance at bank as at 31 st July 2023 = £4705.28 Resolved: Approved. Signed by Cllr Attwell at meeting
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23/094	Next Agenda: No items requested
23/095	Next Meeting: Tuesday 7 th November 2023 at 7.00pm Boughton Estate Office Resolved: Agreed

Clerks Notes:

Councillors have been sent all training information on courses

Meeting Closed: 20:52

Future Meetings:

Tuesday 7th November 2023,

Tuesday 6th February 2024

Tuesday 14th May 2024 AGM/APM/Full PC Meeting

Action Points for Tracking

Ongoing Actions

22/096.1	MS	Poppy Wreath: To make enquiries for wooden crosses. Cllr Smith to provide measurements and confirm wording. 1.8.23. Cllr Smith advised that the joiners will make these free of charge. Wording to be <i>Lest We Forget</i> or similar. Measurements and final details still to be provided. 1.8.23. Ongoing
23/015.a	SR	Signage: To design a sign marking directions to Village Hall, Cricket Club & Church. 1.8.23. Ongoing
23/015.b	MS	Signage: To check with Village Hall, Cricket Club & Church. 1.8.23. Ongoing
23/018.1	MS	Defibrillator: To enquire on defibrillator training. 1.8.23. Ongoing
23/030.1	Clerk	Asset Register: To obtain quotes for notice boards. Cllr Smith & Cllr Attwell will look into refurbishing current notice board. 1.8.23. Ongoing

New Actions This Meeting

23/075.1	Clerk	Boundary Review: To write requesting an extension of time for pc response
23/075.2	Clerk MS	Boundary Review: To write to The Local Government Boundary Commission with our response
23/080.1	Clerk	Kettering Local Cycling and Walking Infrastructure Plan: To request Council meeting with David Prior
23/081.1	MS	Greenbelt Festival: Cllr Smith to declare allocation of free tickets to NNC Monitoring Officer and send a copy to the Clerk
23/082.1	Clerk	Road Safety/Highways: To make enquiries with NNC regarding 'Group Submission' Grant
23/083.1	GA	Weekley Village Sign: To speak with members of the Academy to try and progress along with Jonathon Smith

Actions Outstanding from Weekley Annual Parish meeting, Weekley Annual Parish Council meeting & Weekley Full Parish Council Meeting - Thursday 4th May 2023

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23/015.a	SR	Signage: To design a sign marking directions to Village Hall, Cricket Club & Church. 1.8.23. Ongoing
23/015.b	MS	Signage: To check with Village Hall, Cricket Club & Church. 1.8.23. Ongoing
23/018.1	MS	Defibrillator: To enquire on defibrillator training. 1.8.23. Ongoing
23/024.1	GA	VASID: Cllr Attwell reported that the VASID is broken and no data can be retrieved. He will make enquiries with Swarco 1.8.23. All working. Complete
23/030.1	Clerk	Asset Register: To obtain quotes for notice boards. Cllr Smith & Cllr Atwell will look into refurbishing current notice board. 1.8.23. Ongoing
23/047.1	Clerk	Readoption of Policies: To place on website Complete
23/048.1	Clerk	AGAR 2022/23 Certificate of Exemption: To submit to PKF and place on website Complete
23/049.1	Clerk	AGAR Annual Internal Audit Report 2022/23: To place on website along with the Exercise of Public Rights Complete
23/050.1	Clerk	AGAR Section 1 - Annual Governance Statement 2022/23: To place on website Complete
23/051.1	Clerk	AGAR Section 2 - Accounting Statements 2022/23: To place on website Complete
23/052.1	Clerk	Meetings: To book meeting dates with Boughton Estates Office 7:00pm Complete
23/066.1	Clerk	Insurance: To pay BHIB Insurance renewal Complete
23/067.1	Clerk MS	Payments: To authorise payments at bank Complete
23/069.1	Clerk	Next Agenda: Litter Pick, Merging of Councils, Clerks Hours Complete