

Weekley Parish Council



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MINUTES

Minutes of Weekley Full Parish Council meeting held on **Tuesday 6th February 2024** at **7.00pm** at **Boughton Estate Office**, Weekley, Kettering, Northamptonshire, NN16 9UP

Present:

Councillors: Cllr S Rees, Cllr C Cuckson, Cllr M Hales

Public: None

Clerk: Ruby Cole

In the absence of the Chair and Vice Chair, Cllr Sam Rees was chosen by Councillors to preside as Chair for this meeting (as per Weekley Standing Orders, Nov 2023 - Section 3, paragraph p).

24/001	Apologies: Cllr M Smith. Cllr G Attwell. Resolved: The Council accepted the above Apologies.	
24/002	Public address to the council: None.	
24/003	Minutes: Full parish council meeting Tuesday 7 th November 2023. Resolved: Minutes approved. Chair signed at meeting.	
24/004	Declarations of interest: Under the Council's Code of Conduct related to business on the agenda. Resolved: None.	
24/005	Actions Outstanding: See end of Minutes for full update.	
24/006	Correspondence: Post 13/12/2022. PA - Duke of Buccleuch. Card received thanking Weekley Parish Council for their condolences.	
24/007	Planning: No new planning applications received. Notices since last meeting - at end of minutes.	

24/008	Bus Shelters: Both on Stamford Road. Confirmation received from NNC that the bus shelter under their responsibility will be replaced within the next six months and has been made safe for the time being. The bus shelter under parish council responsibility requires cosmetic improvements eg painting. This will be undertaken in due course with minimum expenditure.	
24/009	Weekley Village Sign: Cllr Smith provided an update as follows: He met with Ruth Cowley at Buccleuch Academy to discuss progress on the artwork for the sign. Unfortunately, all of the students that worked on the project last year are now in their GCSE year and can no longer be involved. Also, unfortunately, the School has lost the half of the old sign that was left with them. Resolved: It was agreed that if no progress is made by the middle of March, Cllr Rees would collect from the school before the Easter break and Council will decide next steps. Action 24/009.1	SR
24/010	20 mph Advisory Signs: Clerk has been given 4 advisory speed signs which are to be used as temporary warning signs. Locations agreed: Church Lane x 1, Washwell Lane x 1, Main Street x 2. Resolved: Cllr Rees has been given the signs and will position at agreed locations. Action 24/010.1	SR
24/011	Hanwood Park: Cllr Smith provided an update as follows. He attended a meeting with the developers of Hanwood Park on 10 th November 2023. Present at the meeting were Kettering MP Philip Hollobone, Russell Roberts and one other NNC councillor. The meeting was primarily about the amended planning application which removed the requirement to build the Weekley Warkton Ave when 2600 homes had been built and replace it with a review to see if it was needed at 3500 homes. Weekley parish council have since lodged an objection.	
24/012	Boughton Estates: Cllr Rees reported that work to trim back two hedges leading out of the village, the first being on the main road heading out towards Kettering and the other heading out of the village towards the roundabout, are now complete.	
24/013	Neighbourhood Watch: Cllr Cuckson reported that although she has been receiving regular updates, there is nothing of significance to Weekley.	
24/014	Police Liaison: Deferred to next meeting although it was noted that there has been increased local police presence which has been welcomed.	
24/015	Annual Parish Meeting: APM 14 th May 2024. It was suggested that feedback from main places of interest/groups in the parish be approached to provide an update for the year if they wished to do so. Those being: Cricket Club, Village Hall, Montagu Club, Lavender Bee Tea Room, Church and Boughton Estates. Resolved: Clerk to approach. Action 24/015.1	Clerk
24/016	S106/CIL: Clerk had requested from NNC a list of S106 funds relating to development sites in the Weekley area. They have started pulling the information from their monitoring records which was hoped to have been received in time for the meeting. Hopefully these will be received imminently.	

24/017	<p>VASID: Cllr Smith met with Steve Barber from Kier on 11th December 2023 to see if it was possible to install a second speed sign on the Geddington side of the village. Mr Barber has come back with a couple of options and also pointed out that an S50 licence application would need to be made for the permit. This would be at cost of £475.00. Council have agreed that the most desirable option regarding the VASID would be the low voltage mains powered device on the left hand side of Stamford Road (as you enter the village from the roundabout). The second option would be the solar powered device although the first option is preferred.</p> <p>Resolved: S50 cost has been agreed, although Clerk will see if this can be included in any application. Clerk to respond to Mr Barber as above to obtain quotes for the VASID, installation, etc. Once received applications for funding can commence. Action 24/017.1. Existing VASID: For future funding requests it was suggested that data be downloaded and kept on a regular basis as a register of traffic monitoring. Clerk to request Cllr Attwell to provide. Action 24/017.2</p>	Clerk Clerk
24/018	<p>Swarco: The renewal of the maintenance contract is now for a 3 year period at a cost of £586.32 excluding VAT.</p> <p>Resolved: Council agreed expenditure. Clerk to confirm with Swarco. Action 24/018.1</p>	Clerk
24/019	<p>Asset Register: The asset register has been amended to remove 1 x bus shelter, showing replacements costs of all assets totalling £12,200.00.</p> <p>Resolved: Approved. Chair signed at meeting.</p>	
24/020	<p>Insurance: The annual insurance expires 31st May 2024. As there would not be enough time at the next meeting to decide whether to renew or seek an alternative provider, Council were asked to decide at this meeting whether to renew with Clear Councils Insurance (formerly BHIB), or explore alternatives.</p> <p>Resolved: Council agreed to stay with Clear Council insurance noting there is likely to be an increase from last year's cost of £201.64.</p>	
24/021	<p>Internal Auditor: NJ Searle has been approached to undertake the Councils internal audit FY23/24 and has confirmed appointment.</p> <p>Resolved: Noted and agreed expenditure of approximately £50.00 as last year.</p>	
24/022	<p>Payments: Payments since last meeting 7/11/23 £477.19. Payments this meeting £152.55. Total payments £629.74.</p> <p>Resolved: Payments approved. Cllr Hales signed invoices at meeting.</p>	

Ref	Payee	Description	Date	Method	Amount
57	Clerk	Back Pay	01/12/2023	Online	£121.13
58	Clerk	December Salary	20/12/2023	S/O	£152.55
59	Unity Trust Bank	Quarterly Bank Charge	31/12/2023	Direct	£18.00
60	Clerk	January Salary	20/01/2024	S/O	£152.55
61	Clerk	Printer Cartridges	26/01/2024	Online	£32.96
62	Clerk	February Salary	20/02/2024	S/O	£152.55

£629.74

24/023	Future Payments: Via the Scheme of Delegation to the Clerk, annual administration payments before the next meeting will be implemented accordingly. These may include Microsoft renewal, insurance, internal auditor, clerks monthly salary, WordPress renewal, ICO membership, NCalc membership. Resolved: Payments noted and approved.	
24/024	Year End Accounts: Clerk will implement the accounts for financial year ending 31 st March 2024 and circulate to Councillors ahead of the next meeting. Resolved: Noted.	
24/025	Bank Balance: Bank balance 31/01/2024 - £3696.79. Resolved: Approved. Cllr Res signed bank reconciliations for November 2023, December 2023 and January 2024 at meeting.	
24/026	Next Agenda: No new items.	
24/027	Next Meeting: Tuesday 14 th May 2024. Annual Parish Council Meeting, Annual Parish Meeting and full Parish Council - Boughton Estate Office. 7.00pm.	

Meeting Closed: 20:05

Action Points for Tracking

Ongoing Actions

23/015.a	SR	Signage: To design a sign marking directions to Village Hall, Cricket Club & Church. Cllr Rees to create draft design.
23/015.b	MS/GA	Signage: To check with Village Hall, Cricket Club & Church.
23/018.1	MS	Defibrillator: To enquire on defibrillator training.
23/030.1	SR	Asset Register: To obtain quotes for notice boards. Cllr Smith & Cllr Attwell will look into refurbishing current notice board. Cllr Rees to look into possibility of Boughton Estates carpentry dept refurbishing the notice board and what the cost would be.
23/109.2	SR	Road Safety/Highways: Signage - To design and contact the tenant of Willowstack re installing the new sign on their wall. Part of ongoing action 23/015a.

New Actions This Meeting

24/009.1	SR	Weekley Village Sign: To collect from school before the Easter break.
24/010.1	SR	20 mph Advisory Signs: To position at agreed locations.
24/015.1	Clerk	Annual Parish Meeting: APM 14 th May 2024. To contact Cricket Club, Village Hall, Montagu Club, Lavender Bee Tea Room, Church and Boughton Estates.
24/017.1	Clerk	VASID: To respond to Mr Barber for quotes for the VASID, installation, etc.
24/017.2	Clerk	Existing VASID: To request Cllr Attwell download data.
24/018.1	Clerk	Swarco: To confirm renewal..

Weekly Actions Outstanding from meeting held on Tuesday
7th November 2023 at 7.00pm at Boughton Estate Office, Weekley,
Kettering, Northamptonshire, NN16 9UP

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. 7.11.23. Should be ready tomorrow 8.11.23. Cllr Smith will chase up. 6.02.24 Complete. Have been placed at memorial.
23/015.a	SR	Signage: To design a sign marking directions to Village Hall, Cricket Club & Church. 1.8.23. 7.11.23 Cllr Rees to create draft design. 6.02.24 Ongoing. 6.02.24 Ongoing
23/015.b	MS	Signage: To check with Village Hall, Cricket Club & Church. 1.8.23. 7.11.23 Cllr Smith/Cllr Attwell will chase up. 6.02.24 Ongoing
23/018.1	MS	Defibrillator: To enquire on defibrillator training. 1.8.23. 7.11.23 6.02.24 Ongoing
23/030.1	Clerk	Asset Register: To obtain quotes for notice boards. Cllr Smith & Cllr Attwell will look into refurbishing current notice board. Cllr Rees to look into possibility of Boughton Estates carpentry dept refurbishing the notice board and what the cost would be. 1.8.23. 7.11.23 Ongoing 6.02.24 Ongoing
23/104.1	Clerk	Kettering Local Cycling and Walking Infrastructure Plan: To set up meeting with David Prior to further ascertain plan. 6.02.24 No Further Action
23/105.1	SR	Greenbelt Festival: To feed back to organizers regarding local residents access. 6.02.24 Complete. They will allow access for local walk-ins.
23/106.1	SR GA	Remembrance Sunday 12.11.2023: Cllr Rees to attend Saturday 11 th November. Cllr Attwell to attend Sunday 12 th November. 6.02.24 Complete
23/107.1	MS	Weekley Village Sign: To chase up with a view to having this completed by Easter. See agenda item 24/009
23/109.1	Clerk	Road Safety/Highways: To VASID - To apply for funding for another VASID and arrange meeting with Steve Barber – Kier. See agenda item 24/017
23/109.2	SR	Road Safety/Highways: Signage – To design and contact the tenant of Willowstack re installing the new sign on their wall. Part of ongoing action 23/015a
23/110.1	MS	Hanwood Park: To attend the 10 th November meeting. 6.02.24 Complete
23/114.1	Clerk	Policies: To place on website. 6.02.24 Complete
23/119.1	MS	Salary Increase for Clerk: To calculate pay increase. 6.02.24 Complete
23/126.1	Clerk	Precept 24/25: To complete and submit precept demand to NNC. 6.02.24 Complete
23/127.1	Clerk	Next Agenda: Community Governance Review. 6.02.24 Complete

Planning Notices Nov 23 – Jan 24

<p>Application No : NK/2021/0292</p> <p>19 December 2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Hanwood Park, Cranford Road, Kettering</p> <p>Amendment - Outline Application (EIA): All matters reserved, for the erection of up to 3,383 dwellings including associated schools, district and local centres, hotel, healthcare, leisure, employment, formal and informal open space including play facilities, roads and associated infrastructure</p>
<p>Application No: NK/2023/0770</p> <p>13 December 2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>22 Main Street, Weekley</p> <p>Replace 2 no. first floor windows to front elevation with timber framed None Submitted as no comment</p>
<p>Application No: NK/2023/0707</p> <p>12 December 2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>22 Main Street, Weekley</p> <p>Listed. Replace 2 no. first floor windows to front elevation with timber framed None Submitted as no comment</p>
<p>Application No: NK/2021/0292</p> <p>10 November 2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Hanwood Park, Cranford Road, Kettering</p> <p>All matters reserved for the erection of up to 3,383 dwelling units, including mixed pupil secondary school with sixth form, up to three separate primary/junior schools, with on site day nursery and Special Educational Needs/Disabilities provision, district commercial, business and service uses centre with three separate areas forming local centres, hotel, healthcare facilities, community building with five playing courts and associated facilities, employment uses, formal and informal open space, including play facilities, and sports pitches, structural landscaping, biodiversity parkland, details of drainage and associated infrastructure Objection 8 December 2023</p>
<p>Application No: KET/2020/0121</p> <p>09 November 2023</p> <p>APP/L2820/W/23/3325758 Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Weekley Wood Lane (land at), Kettering</p> <p>5 no. B8 warehouses, 1 no. B2 general industry building, service yards, parking, drainage, landscaping and 3 no. substations Dismissed 8 January 2024</p>

<p>Application No: AOC/0616/1901</p> <p>03/10/2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>12 Church Lane, Weekley,</p> <p>Condition no. 2 (sample panel) of KET/2019/0616 12-Oct-202313-Nov-2023</p> <p>None submitted</p> <p>Approved 13 November 2023</p>
<p>Application No: AOC/0617/1901</p> <p>03/10/2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>12 Church Lane, Weekley</p> <p>Condition nos. 2 (sample profile of wooden frame/glazing bars) and 8 (staircase details) of KET/2019/0617</p> <p>None submitted</p> <p>Approved 28 November 2023</p>
<p>Application No: NK/2023/0170</p> <p>14 March 2023</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>The Coach House, Weekley Wood Lane, Weekley, NN16 9UX</p> <p>T1 Oak – reshape. Notification of Works to Trees in Conservation Areas</p> <p>None submitted</p> <p>No Objection 24 April 2023</p>
<p>Application No: NK/2021/0292</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Hanwood Park, Cranford Road, Kettering</p> <p>Outline Application (EIA): This application is accompanied by an Environmental Impact Assessment. All matters reserved for the erection of up to 3,386 dwellings, including associated schools, district and local centres, hotel, healthcare, employment, formal and informal open space, including play facilities, roads and associated infrastructure</p>
<p>Application No: NK/2023/0056</p> <p>29 November 2022</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Roundabout at Junction off A43 & A4300 (North of), Stamford Road, Weekley, NN16 9UX</p> <p>Hedgerow Notification. Removal of 115m of hedgerow obscuring historic vista and features</p> <p>No Objections 4th January 2023</p> <p>Approved 6th January 2023</p>
<p>Application No: NK/2022/0708</p> <p>18 November 2022</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>22 Main Street, Weekley, NN16 9UP</p> <p>Full Application. Replace existing front entrance with single storey side extension to connect garage and main dwelling, repoint chimney and add flue, alterations to some existing fenestration, increase hardstanding to front</p> <p>No Objections 5th January 2023</p> <p>Approved 19th January 2023</p>

<p>Application No: NK/2022/0709</p> <p>18 November 2022</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>22 Main Street, Weekley, NN16 9UP</p> <p>Listed Building Consent Application. Replace existing front entrance with single storey side extension to connect garage and main dwelling, repoint chimney and add flue, alterations to some existing fenestration, increase hardstanding to front, dryline and insulate internal walls, replace radiators, log burner, some internal doors and floor coverings. Additional bathroom to first floor, remove internal walls as specified. Alter floor levels and increase ceiling heights to main dwelling and add under floor heating</p> <p>No Objections 5th January 2023 Approved 19th January 2023</p>
<p>Application No: NK/2022/0710</p> <p>18 November 2022</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>1 Stamford Road, Weekley, NN16 9UN</p> <p>Full Application. Single storey extension to north-east elevation</p> <p>No Objections 4th January 2023 Approved 6th January 2023</p>
<p>Application No: NK/2022/0711</p> <p>18 November 2022</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>1 Stamford Road, Weekley, NN16 9UN</p> <p>Listed Building Consent Application. Replace conservatory with single storey extension. Remove wall between kitchen and extension. Brick-up external kitchen door and replacement kitchen</p> <p>Objections 4th January 2023 Approved 6th January 2023</p>
<p>Application No: KET/2020/0121</p> <p>Re-notification 9 Dec 2022</p> <p>Subsequent application in respect of which was accompanied by an Environmental Statement</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Weekley Wood Lane (land at), Kettering</p> <p>5 no. B8 warehouses, 1 no. B2 general industry building, service yards, parking, drainage, landscaping and 3 no. substations</p> <p>Objection 4th January 2023</p>
<p>Application No: NK/2022/0756</p> <p>29 November 2022</p> <p>Weekley Parish Council Decision North Northamptonshire Council Decision</p>	<p>Roundabout At Junction Of A43 & A4300 (North of), Stamford Road, Weekley, NN16 9UX</p> <p>Hedgerow Notification. Removal of 115m of hedgerow obscuring historic vista and features</p> <p>No Objections 4th January 2023 Approved 9th January 2023</p>