

Weekley Parish Council



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MINUTES

Minutes of the meeting of Weekley Parish Council held on **Tuesday 7th February 2023** 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: Ward Cllr Mark Rowley

Clerk: Ruby Cole

23/006	Apologies: Resolved: None
23/007	Public Address: Resolved: None
23/008	Minutes: Full parish council meeting Tuesday 15th November 2022 & Extraordinary Parish Council meeting on Tuesday 3rd January 2023 Resolved: Both Minutes were approved and signed by Chair at the meeting
23/009	Declarations of Interest: Resolved: None
23/010	Actions Outstanding:

22/048.1	SR	To enquire with tea shop owner to take on watering of Queen's Platinum Jubilee Tree 15.11.22. 07.02.2023 No longer required
22/091.1	SR	Defibrillator: To enquire feasibility of suggested location Montagu Club - Complete
22/095.1	MS	Boundary Review: To make enquiries - Complete
22/096.1	MS	Poppy Wreath: To make enquiries for wooden crosses. 07.02.2023 To obtain quote from local supplier. Possibly a joint venture Parish Council & Boughton Estates - Ongoing
22/097.1	MS	King Charles III Coronation: To make enquiries on joint venture event Saturday 6 th May 2023 with Montagu Club and Cricket Club. 07.02.2023 Ongoing
22/099.1	Clerk	Police Liaison Representative: To register Cllr Attwell - Complete
22/105.1	Clerk	Unity Trust Bank: To implement change of account - Complete

22/107.1	Clerk	Precept: To send precept demand to NNC - Complete
22/107.2	Clerk	Grant Form: To produce and circulate. 07.02.2023 Await approval from Chair - Ongoing
22/107.3	MS	Grant Form: To include in Newsletter - Complete
22/111.1	Clerk	Next Meeting: To book village hall for 4 th May 2023 6.30pm - Complete

23/011	Correspondence: <ul style="list-style-type: none"> 18/01/2023. Consultation on ward boundaries for North Northamptonshire. Ends 6th March 2023. This is reducing the number of Councillors and realigning the ward boundaries to even out the number of voters in each ward . Nothing to note at present but to be monitored 15/12/2022 North Northants Council. Peer Review. Transformation of work within the planning service. This is regarding the reduction of committee members within the planning department and possibly combining Kettering & Corby. No action from Council at this time 08/12/2022. Buckingham Palace. Card received thanking Weekley Parish Council for their condolence letter. To be kept by Clerk until secure filing system acquired. 06/12/2022. North Northants Council. Invitation to attend LAP meetings The Local Area Partnerships (LAPs). Meeting expired Email 21/11/2022. Northants Police. Paul Cash is the new Neighbourhood Inspector for Corby/Kettering Rural area. Noted 	
23/012	Planning: To receive any new applications and actions arising and note NNC decisions NK/2021/0292. Outline Application (EIA): This application is accompanied by an Environmental Impact Assessment. Hanwood Park, Cranford Road, Kettering 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 Resolved: No Comment NK/2023/0055. Post Agenda Non-Material Amendment: KET/2019/0852 (All details in respect of KET/2015/0967 for 241 dwellings): Amended shared surface material and bollards added outside plot 303. Plots 348, 349, 352 and 355 amended to Allcot house type. Gate positions altered to plots 307-314 and 317. Garage doors added to house type SH73. Bay window added to Almond house type on parcel R13. Hanwood Park (Parcels R12 & R13), Westleigh Road (land adj), Kettering Resolved: No Comment Application Decisions: NK/2022/0756 - NNC Decision - Approved NK/2022/0708 - NNC Decision - Approved NK/2022/0709 - NNC Decision - Approved NK/2022/0710 - NNC Decision - Approved NK/2022/0711 - NNC Decision - Approved	

23/013	<p>Common Land: On request to NNC, Clerk has received a map showing the only area of common land in the village is front of the Church registered as CL25. The register shows it as owned by Boughton Estates. The ownership of village green is unknown at present</p> <p>Resolved: Clerk to make enquiries Action 23/013.1</p>
23/014	<p>King Charles III Coronation: Saturday 6th May 2023.</p> <p>Resolved: Cllr Smith to make enquiries with the Cricket Club & Montagu Club Action 23/014.1</p>
23/015	<p>Signage: A sign marker pointing to the village hall was discussed. At present there is one pointing to the Church and Cricket Ground but not the village hall. Possibly a sign to be placed on the wall of Willowstocks directing all three together</p> <p>Resolved: Cllr Rees to design the sign Action 23/015a. Cllr Smith to enquire with Village Hall, Cricket Club & Church Action 23/015b</p>
23/016	<p>Training: Cllr Attwell - NCalc 'Off to a Flying Start' 07/02/23. To note, there will be no charge as Clerk exchanged a voucher she had been given for a free course. Cllr Attwell was unable to attend</p> <p>Resolved: Cllr Attwell to either exchange for another course or notify NCalc of the unspent voucher Action 23/016.1</p>
23/017	<p>Weekley Village Sign: The design of the new artwork will be undertaken by the students of Buccleuch Academy. It is anticipated that this will be completed by late spring. The House Manager of Boughton House, Cllr Rees & Cllr Smith are liaising together with a possibility of an exhibition taking place in Boughton House detailing the story of the new artwork. This will hopefully be completed by the summer</p>
23/018	<p>Defibrillator: Grant money received from Boughton Estates £500 and NNC £741 to cover the whole defibrillator invoice. Clerk has already a note of thanks to both parties. The defibrillation has been installed (in the car park at the Montagu Club). It was agreed that a training session for residents would be helpful. Possible venues are Montagu Club or Village Hall</p> <p>Resolved: Cllr Smith to make enquiries with his contact Action 23/018.1</p>
23/019	<p>S106 Monies: There is still a question as to the parish receiving funds from the planning application KET/2020/0121. It was agreed to contact Highways to meet with Councillors to walk around the parish to ascertain the possibility of funds for traffic calming measures</p> <p>Resolved: Clerk to make arrangements Action 23/019.1</p>
23/020	<p>Litter Pick: Date set for Sunday 23rd April 2023</p> <p>Resolved: Cllr Smith to place in Newsletter Action 23/020.1</p>
23/021	<p>Cricket Club: The cricket club are applying for funding for new cricket nets. A letter of support is requested from Parish Council</p> <p>Resolved: Clerk to write letter of support on receipt of contact details Action 23/021.1</p>
23/022	<p>Boughton Estates: Update from Cllr Rees of the current/ongoing works:</p> <ul style="list-style-type: none"> • The removal of the vista hedge • Restoration of the Star pond • Hedges - on footpath towards Geddington and stretch between Bus Shelter and Weekley sign towards Kettering - to be cut and trimmed • Blockage in stream causing flooding • A project is underway to replace 23km of fencing with new around the Estate, which has already commenced
23/023	<p>Queen's Platinum Jubilee Tree: The two trees have been planted</p>

23/024	VASID: Clerk reported that despite several requests for an invoice for the maintenance contract, this has still not been received. Cllr Attwell is now able to download the data from the VASID Resolved: Cllr Attwell will forward to Councillors once downloaded Action 23/024.1
23/025	Police Liaison: As the PLR Cllr Attwell reported that nothing relating to Weekley has come through. There is confusion as to who is the contact Resolved: Cllr Attwell to make enquiries for contact details from senior to junior Action 23/025.1
23/026	Neighbourhood Watch: Cllr Cuckson reported there is nothing relating to Weekley
23/027	Insurance: Clerk advised that the annual insurance expires 31 st May 2023 Resolved: It was agreed that this will be renewed on approval via email
23/028	External Auditor: To note PKF Littlejohn has been appointed external auditor for the 5-year period until 2026-27 Resolved: Noted
23/029	Internal Auditor: An internal auditor is required for financial year end March 2023. Whilst in contact, Clerk had approached Mr Searle who completed the last two audits, who has agreed to do so Resolved: Approved
23/030	Asset Register: The asset register has been adjusted to reflect the new items and the insurance value to replace existing items. It was suggested that a new notice board could be purchased as the current one is deteriorating Resolved: Clerk to obtain quotes Action 23/030.1
23/031	Bank Balance: Bank balance 31/01/2023 = £3606.37. Bank reconciliations November, December & January previously circulated to Councillors Resolved: Balance at bank approved. Bank reconciliations approved and signed by Cllr Rees
23/032	Future Payments: Unless a meeting is called between this meeting and May meeting, clerk will require approval via email from councillors to arrange for payments to be made for annual administration charges. These are likely to be Microsoft Renewal, Insurance, Auditor, Clerks Monthly Salary, Wordpress Renewal, ICO Membership, NCalc Membership Resolved: Approved
23/033	Payments: To approve below payments of £136.16 Resolved: Approved

Ref	Payee	Description	Date	Method	Amount
33	Clerk	February Salary	20/02/2022	S/O	£136.16

23/034	Next Agenda: To request reports from Boughton Estates, Cricket Club, Montagu Club & Church for the Annual Parish Meeting in May Resolved: Clerk to email the above to ask if they would like to submit a report Action 23/034.1
23/035	Next Meeting: Thursday 4 th May 2023. Annual Parish Council Meeting, Annual Parish Meeting and full Parish Council - Weekley Village Hall 6.30pm

Meeting Closed: 8.43pm

Action Points for Tracking

Ongoing Actions

22/096.1	MS	Poppy Wreath: To make enquiries for wooden crosses. 07.02.2023 To obtain quote from local supplier. Possibly a joint venture Parish Council & Boughton Estates
22/097.1	MS	King Charles III Coronation: To make enquiries on joint venture event Saturday 6 th May 2023 with Montagu Club and Cricket Club. 07.02.2023 Ongoing
22/107.2	Clerk	Grant Form: To produce and circulate. 07.02.2023 Await approval from Chair

Actions from current meeting

23/013.1	Clerk	Common Land: To make enquiries regarding village green
23/014.1	MS	King Charles III Coronation: Saturday 6 th May 2023. To enquiries with the Cricket Club & Montagu Club
23/015.a	SR	Signage: To design a sign marking directions to Village Hall, Cricket Club & Church
23/015.b	MS	Signage: To check with Village Hall, Cricket Club & Church
23/016.1	GA	Training: To exchange voucher or seek alternative course
23/018.1	MS	Defibrillator: To enquire on defibrillator training
23/019.1	Clerk	S106 Monies: To contact Highways with a view to meeting with councillors for a walk around the parish
23/020.1	MS	Litter Pick: Sunday 23 rd April 2023 To place in Newsletter
23/021.1	Clerk	Cricket Club: To write letter of support
23/024.1	GA	VASID: To download the data from the VASID
23/025.1	GA	Police Liaison: To make enquiries for contact details from senior to junior
23/030.1	Clerk	Asset Register: To obtain quotes for notice boards
23/034.1	Clerk	Next Agenda: To request reports from Boughton Estates, Cricket Club, Montagu Club & Church for the Annual Parish Meeting in May