

# LILFORD CUM WIGSTHORPE THORPE ACHURCH PARISH COUNCIL

## Minutes of the Meeting held on Tuesday 12<sup>th</sup> September 2023 at Barnwell Village Hall at 7.30pm

**Present:** Cllrs G Hopkinson (Chair), S Moffat (Vice Chair), J Clarke, T Bird,

**In attendance:** N Phillips (Clerk), R Jones (DSA Group)

232.468	<p><b>To receive and approve apologies for absence</b></p> <p>Cllrs T Wright, M Healey, Ward Cllrs Shacklock, W Brackenbury, D Brackenbury, PL Rep K Simons</p>
232.469	<p><b>Public participation session</b></p> <p>None</p>
232.470	<p><b>To receive a report on flooding from R Jones, DSA Group representative</b></p> <p>Findings presented on flood report carried out by NNC on Lilford, Wigsthorpe and Achurch. Information to be assessed and actioned as appropriate.</p> <p>A request to be made to Ziggy at County that a similar report is carried out for Thorpe.</p> <p>Responsibility for keeping drains cleared lies with the landowner including ditches on road side of hedgerow. R Jones left the meeting at 19.57.</p>
232.471	<p><b>To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</b></p> <p>None</p>
232.472	<p><b>To receive and approve for signature the minutes of the meeting held on Tuesday 9<sup>th</sup> May 2023</b></p> <p><b>Resolved:</b> That the Chair sign the Minutes as a true record of the meeting.</p>
232.473	<p><b>To note any matters arising from the minutes not included on this agenda for report only</b></p> <p>None</p>
232.474	<p><b>To receive and approve for signature the minutes of the inquorate meeting held on Tuesday 11<sup>th</sup> July 2023</b></p> <p><b>Resolved:</b> That the Chair sign the Minutes as a true record of the meeting.</p>
232.475	<p><b>To note that the extraordinary meeting of July 31<sup>st</sup> 2023, was cancelled due to unexpected work commitments, prior engagements, and ill health.</b></p> <p><b>Resolved:</b> That the Chair sign a note reflecting the above</p>
232.476	<p><b>To receive a report from North Northamptonshire Unitary Councillors</b></p> <p>None</p>
232.477	<p><b>To receive and approve the Balance of Accounts/Bank Reconciliation, and bank statements</b></p> <p><b>Resolved:</b> Balance of Accounts/Bank Reconciliation approved, to be signed as correct by the Chair.</p>
232.478	<p><b>To resolve under section 137 of the Local Government Act 1972, to incur the following expenditure which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: 1 x poppy wreath at a cost TBC.</b></p> <p><b>Resolved:</b> To allocate £50.00 for the wreath.</p>

<b>232.479</b>	<p><b>To approve and authorise payment of the following invoices</b></p> <table border="1" data-bbox="288 226 1481 925"> <thead> <tr> <th>Payment</th> <th>Payee</th> <th>Item</th> <th>Amount</th> <th>VAT</th> <th>Power to Pay</th> </tr> </thead> <tbody> <tr> <td>100204</td> <td>N A Phillips</td> <td>May Expenses</td> <td>£33.98</td> <td>£0.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100205</td> <td>N A Phillips</td> <td>July Salary</td> <td>£220.68</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>DD</td> <td>HMRC</td> <td>July Tax</td> <td>£40.60</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>100204</td> <td>N A Phillips</td> <td>June Expenses</td> <td>£11.01</td> <td>£0.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100204</td> <td>N A Phillips</td> <td>Microsoft office 365 25%</td> <td>£19.99</td> <td>£3.33</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100206</td> <td>N A Phillips</td> <td>August Salary</td> <td>£221.03</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>DD</td> <td>N A Phillips</td> <td>August Tax</td> <td>£40.60</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>BAC1</td> <td>NCALC</td> <td>Civility &amp; Respect training</td> <td>£16.80</td> <td>£2.80</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100207</td> <td>N A Phillips</td> <td>July Expenses</td> <td>£20.64</td> <td>£0.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100207</td> <td>N A Phillips</td> <td>August Expenses</td> <td>£15.81</td> <td>£0.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>BAC2</td> <td>Colson &amp; Loaring</td> <td>Work to Wigsthorpe Notice Board</td> <td>£456.00</td> <td>£0.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>BAC3</td> <td>N A Phillips</td> <td>September Salary (less tax)</td> <td>£221.03</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>DD3</td> <td>HMRC</td> <td>Clerk's September Tax</td> <td>£40.60</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>BAC4</td> <td>N A Phillips</td> <td>October Salary (less tax)</td> <td>£221.03</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>DD4</td> <td>HMRC</td> <td>Clerk's October Tax</td> <td>£40.60</td> <td>£0.00</td> <td>LGA 1972 s 112</td> </tr> <tr> <td>BAC5</td> <td>Spanglefish</td> <td>1 year website costs</td> <td>£78.00</td> <td>£13.00</td> <td>LGA 1972 s 111</td> </tr> <tr> <td>100208</td> <td>RBL</td> <td>Poppy Wreath</td> <td>£50.00</td> <td>£0.00</td> <td>LGA 1972 s 137</td> </tr> </tbody> </table> <p><b>Resolved:</b> All payments approved, cheques signed by Cllrs Clarke and Bird, BACS set up by the Clerk and authorised by Cllr Moffat</p>	Payment	Payee	Item	Amount	VAT	Power to Pay	100204	N A Phillips	May Expenses	£33.98	£0.00	LGA 1972 s 111	100205	N A Phillips	July Salary	£220.68	£0.00	LGA 1972 s 112	DD	HMRC	July Tax	£40.60	£0.00	LGA 1972 s 112	100204	N A Phillips	June Expenses	£11.01	£0.00	LGA 1972 s 111	100204	N A Phillips	Microsoft office 365 25%	£19.99	£3.33	LGA 1972 s 111	100206	N A Phillips	August Salary	£221.03	£0.00	LGA 1972 s 112	DD	N A Phillips	August Tax	£40.60	£0.00	LGA 1972 s 112	BAC1	NCALC	Civility & Respect training	£16.80	£2.80	LGA 1972 s 111	100207	N A Phillips	July Expenses	£20.64	£0.00	LGA 1972 s 111	100207	N A Phillips	August Expenses	£15.81	£0.00	LGA 1972 s 111	BAC2	Colson & Loaring	Work to Wigsthorpe Notice Board	£456.00	£0.00	LGA 1972 s 111	BAC3	N A Phillips	September Salary (less tax)	£221.03	£0.00	LGA 1972 s 112	DD3	HMRC	Clerk's September Tax	£40.60	£0.00	LGA 1972 s 112	BAC4	N A Phillips	October Salary (less tax)	£221.03	£0.00	LGA 1972 s 112	DD4	HMRC	Clerk's October Tax	£40.60	£0.00	LGA 1972 s 112	BAC5	Spanglefish	1 year website costs	£78.00	£13.00	LGA 1972 s 111	100208	RBL	Poppy Wreath	£50.00	£0.00	LGA 1972 s 137
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<b>232.480</b>	<p><b>To review the budget for 2023 – 2024 and make any necessary adjustments.</b></p> <p><b>Resolved:</b> To move £6.91 from 'Office Expenses' to cover shortfall in 'Insurance' and to move £87.00 from 'Contingency' to cover shortfall in 'Audit'.</p>																																																																																																												
<b>232.481</b>	<p><b>To receive the results of the half yearly internal finance checks from Cllr Healey</b></p> <p><b>Resolved:</b> Checks carried out in Cllr Healey's absence by Cllr Hopkinson via ZOOM. Transactions 003,006,015 and 027 checked and no issues found.</p>																																																																																																												
<b>232.482</b>	<p><b>To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by North Northamptonshire Council and available on its website between the circulation of this agenda and the meeting.</b></p> <p><b>Resolved:</b> NE/22/00151 FUL – no additional comments</p>																																																																																																												
<b>232.483</b>	<p><b>To note this Council's response to amendments to planning application NE/22/01222/LBC and NE/23/00497/FUL</b></p> <p><b>Resolved:</b> No comments</p>																																																																																																												
<b>232.484</b>	<p><b>To note planning decisions made by NNC</b></p> <p>NE/23/00497/FUL - permitted</p>																																																																																																												
<b>232.485</b>	<p><b>To discuss and resolve what action, if any, to be taken re the proposed Kettering Energy Park Development</b></p> <p><b>Resolved:</b> To submit comments as appropriate when a planning application is made</p>																																																																																																												
<b>232.486</b>	<p><b>To note comments made on the East Northamptonshire Local Plan Part 2</b></p> <p><b>Resolved:</b> No comments</p>																																																																																																												
<b>232.487</b>	<p><b>To receive a report from K Simons – Police Liaison Representative</b></p> <p><b>Resolved:</b> Clerk passed on update on local crime received from K Simons</p>																																																																																																												

232.488	<p><b>To receive an update on the Achurch benches, and the Wigsthorpe noticeboard</b></p> <p><b>Resolved:</b> Noticeboard repaired, order submitted for two replacement benches using money from reserves and donation in memory of a former resident</p>
232.489	<p><b>To receive an update on the future use of the Achurch and Wigsthorpe phone boxes</b></p> <p><b>Resolved:</b> Grant for funding for a defibrillator for Achurch applied for.</p>
232.490	<p><b>To receive a report on progress on remedial work to the Achurch Dew Pond.</b></p> <p><b>Resolved:</b> Cllr Hopkinson to follow up</p>
232.491	<p><b>To discuss any matters concerning Highways/Rights of Way and to resolve what action to be taken.</b></p> <p><b>Resolved:</b> Litter and overgrown vegetation on Nene Way near to bridge over river noted. Clerk will pass on to County. Public footpath through The Linches has had permissive footpath signs erected, Clerk to check definitive footpath map. No Through Road sign defects reported to County</p>
232.492	<p><b>To receive an update on the installation of the traffic calming measures at Thorpe</b></p> <p><b>Resolved:</b> To go ahead with the Thorpe installation – Clerk to obtain updated quote and place order</p>
232.493	<p><b>To review the Financial Risk Assessment</b></p> <p><b>Resolved:</b> reviewed and adopted</p>
232.494	<p><b>To approve and adopt the Website Management Policy</b></p> <p><b>Resolved:</b> Approved and adopted</p>
232.495	<p><b>To approve and adopt the Small Grants Policy</b></p> <p><b>Resolved:</b> Approved and adopted</p>
232.496	<p><b>To note the Parish Council's response to the Local Government Boundary Review</b></p> <p>No response made</p>
232.497	<p><b>To note the Parish Council's response to the proposed CommiBus scheme</b></p> <p>No response made</p>
232.498	<p><b>To confirm arrangements for the laying of the poppy wreath to mark Remembrance Day</b></p> <p>Wreath ordered, Cllrs Hopkinson and Clarke to lay the wreath</p>
232.499	<p><b>Correspondence:</b> D-Day 80<sup>th</sup> Anniversary commemorations, CPRE Newsletter</p> <p><b>Resolved:</b> Cllrs to bring thoughts on D-Day commemorations back to the November meeting</p>
232.500	<p><b>To confirm the date of the next meeting as 14th November 2023</b></p> <p><b>Resolved:</b> confirmed</p>
232.501	<p><b>To close the meeting</b></p> <p>The meeting closed at 8.24pm</p>

Signed:

Dated: