

# LILFORD CUM WIGSTHORPE THORPE ACHURCH PARISH COUNCIL

## Minutes of the Meeting held on Tuesday 12<sup>th</sup> March 2024 at Barnwell Village Hall at 7.30pm

**Present:** Cllrs S Moffat (Vice Chair), J Clarke, M Healey, T Bird

**In attendance:** N Phillips (Clerk), Ward Cllr G Shacklock

235.549	<b>To receive and approve apologies for absence</b> Cllrs G Hopkinson and T Wright – apologies accepted. K Simons unable to attend. <b>In the absence of Cllr Hopkinson the meeting was chaired by Cllr S Moffat</b>					
235.550	<b>Public participation session</b> None					
235.551	<b>To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</b> None					
235.552	<b>To receive and approve for signature the minutes of the meeting held on Tuesday 9<sup>th</sup> January 2024</b> <b>Resolved:</b> That the Chair sign the Minutes as a true record of the meeting.					
235.553	<b>To note any matters arising from the minutes not included on this agenda for report only</b> None					
	<b>Cllr T Bird entered the meeting</b>					
235.554	<b>To receive a report from North Northamptonshire Unitary Councillors</b> Bus route from Oundle to Rushden Lakes via Thrapston will pick up/drop off at Thorpe. Thrapston warehousing planning decision not yet made.					
235.5545	<b>To receive a report from K Simons – Police Liaison Representative</b> Circulated prior to meeting.					
235.556	<b>To receive and approve the Balance of Accounts/Bank Reconciliation, and bank statements</b> <b>Resolved:</b> Balance of Accounts/Bank Reconciliation approved.					
235.557	<b>To approve and authorise payment of the following invoices</b>					
	<b>Payment</b>	<b>Payee</b>	<b>Item</b>	<b>Amount</b>	<b>VAT</b>	<b>Power to Pay</b>
	BAC 9	London hearts	Match funding Wigsthorpe defib	£750.00	£0.00	PHA 1936 s234
	100219	Barnwell Village Hall	Room Hire (May - Mar 24)	£120.00	£0.00	LGA 1972 s 111
	100218	N A Phillips	January expenses	£34.84	£0.00	LGA 1972 s 111
	100218	N A Phillips	February expenses	£24.36	£0.00	LGA 1972 s 111
	100221	Achurch PC	Footpath maintenance	£100.00	£0.00	H'ways 1980 s43
	100222	Oundle 1 <sup>st</sup> Responders	Defib maintenance grant	£150.00	£0.00	PHA 1936 s234
	100220	N A Phillips	March Salary	£234.73	£0.00	LGA 1972 s 112
	DD5	HMRC	Clerk's March Tax	£44.00	£0.00	LGA 1972 s 112
	BAC 10	Raunds Electrical Ltd	Achurch defib installation	£234.00	£39.00	PHA 1936 s234
	BAC 11	Raunds Electrical Ltd	Wigsthorpe defib installation	£TBC	£TBC	PHA 1936 s234

	100223	N A Phillips	April Salary	£TBC	£0.00	LGA 1972 s 112
	DD5	HMRC	Clerk's April Tax	£TBC	£0.00	LGA 1972 s 112
	BAC 01	NCALC	Subscription/audit fee 24/25	£TBC	£0.00	LGA 1972 s 143 LGFA 1980 s12
	TBC	CPRE	Subscription 24/25	£36.00	£0.00	LGA 1972 s 143
	TBC	A J Gallagher	Insurance 24/25 (year 3 of 3)	£TBC	£0.00	LGA 1972 s 112
	<b>Resolved:</b> All payments approved, cheques signed by Cllrs Clarke and Moffat. BAC to be set up by the Clerk and authorised by Cllr Moffat.					
<b>235.558</b>	<b>To approve budget version 3 for the current year</b>					
	<b>Resolved:</b> Revisions approved					
<b>235.559</b>	<b>To resolve to apply for a Parish Council credit or debit card</b>					
	<b>Resolved:</b> To apply for a Barclays debit card – Clerk to action					
<b>235.560</b>	<b>To note the results of the half yearly internal finance checks</b>					
	<b>Resolved:</b> Noted that 033.23/24 was not recorded in the minutes and that the draft minutes for this meeting had a cheque number incorrectly recorded but now amended. No other issues.					
<b>235.561</b>	<b>To receive a report on the reserves held by this Council</b>					
	<b>Resolved:</b> Report received					
<b>235.562</b>	<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>					
	None received					
<b>235.563</b>	<b>To note planning decisions made by NNC</b>					
	NE/23/01172/FUL - permitted					
<b>235.564</b>	<b>To receive the updated Assets Register</b>					
	<b>Resolved:</b> Updated to show 2 x replacement benches at Achurch, and 2 x defibrillators for Achurch and Wigsthorpe					
<b>235.565</b>	<b>To receive an update on the Achurch benches</b>					
	<b>Resolved:</b> Plaques fitted – final work to platform still to be undertaken. Clerk to liaise with volunteer for work to be finished.					
<b>235.566</b>	<b>To receive an update on the installation of the defibrillators in the Achurch and Wigsthorpe phone boxes</b>					
	<b>Resolved:</b> Achurch defibrillator installed but issues with the power supply at Wigsthorpe are delaying installation there. Clerk to continue to chase up National Grid to reinstate the power supply.					
<b>235.567</b>	<b>To receive a report on progress on remedial work to the Achurch Dew Pond.</b>					
	<b>Resolved:</b> Savills contacted by the Clerk but waiting for a reply. Clerk to follow up					
<b>235.568</b>	<b>To discuss any matters concerning Highways/Rights of Way and to resolve what action to be taken.</b>					
	<b>Resolved:</b> No issues raised but any concerns to be passed to Unitary Cllr G Shacklock for consideration at a highways meeting he will be attending. Question asked about where responsibility lay for work – NNC except for major through routes such as the A14 who come under Highways England.					
<b>235.569</b>	<b>To receive an update on the installation of the traffic calming measures</b>					
	<b>Resolved:</b> Gates to be installed at Achurch but a further grant will be required to fully fund them – Clerk to obtain up to date quote and make grant application					
<b>235.570</b>	<b>To receive an update on the application of AONB for the Nene Valley</b>					

	<b>Resolved:</b> No update but work ongoing – Cllr J Clarke will continue to work on this.
235.571	<b>To consider what the Council can do to conserve and enhance biodiversity in the area</b> <b>Resolved:</b> To adopt a Biodiversity Policy and Plan as a first step and to have an agenda item for each meeting to continue work on developing this.
235.572	<b>To approve and adopt the Biodiversity Policy</b> <b>Resolved:</b> Policy approved and adopted
235.573	<b>To discuss The Fox Public House, Thorpe Waterville, and resolve what action, if any, to be taken</b> <b>Resolved:</b> Cllr Clarke to contact owners to see if they are willing to meet and engage in discussion over the future for this property. Clerk to find information on registering as an asset of community value, Cllr Bird to talk to the Thorpe Group about their thoughts and possible involvement.
235.574	<b>To consider changing to a gov.uk domain</b> <b>Resolved:</b> Clerk to research cost of domain and an email address for the Council.
235.575	<b>To resolve to apply for a photograph portrait of King Charles III</b> <b>Resolved:</b> To apply for a portrait – Clerk to action
235.576	<b>To note the Clerk's Annual Appraisal</b> <b>Resolved:</b> Due to Cllr Hopkinson's absence the Clerk provided feedback. Appraisal carried out by Cllr G Hopkinson via ZOOM meeting – no real issues, Clerk thanked for her work. If Cllrs have anything they wish to add please speak to Cllr Hopkinson.
235.577	<b>To encourage members to check and to respond to PC emails</b> <b>Resolved:</b> Due to increasing amounts of emails a WhatsApp group will be set up to alert Cllrs to urgent/time critical emails they need to access.
235.578	<b>Correspondence:</b> Cransley Hospice Appeal – to be discussed at a later meeting if requested by any Cllr. CPRE membership application – to continue membership at the cost of £36.00 for the next year. Resident's concern about bags of roadside litter being damaged whilst waiting for collection – Clerk to contact local 'WOMBLES' to see if a solution can be found.
235.579	<b>To confirm the date and time of the Annual Parish Meeting</b> <b>Resolved:</b> confirmed as 7.15pm on May 14th 2024 prior to the APCM
235.580	<b>To confirm the date of the next meeting of the Parish Council (APCM) as 14<sup>th</sup> May 2024</b> <b>Resolved:</b> confirmed
235.581	<b>To close the meeting</b> The meeting closed at 8.27pm

Signed:

Dated: