

Weekley Parish Council

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Minutes of the Annual Parish Meeting, the Annual Parish Council Meeting and the Parish Council Meeting of Weekley Parish Council held in Weekley Village Hall, on Tuesday 22nd May 2018

Councillors Present	Matt Tartaglia, Mark Hales, and Peter Chew
Also Present	Sharon Lane (NHW) 3 members of the public and Sue Cook (Clerk)

Minutes of the Annual Parish Meeting

39 Cllr Tartaglia gave the following Chairman's Report: "We started this time last year with Toni Wilkins as Chairman and myself as Vice Chair. Tony, had served the Council for many years resigned in August 2017 and has moved away from the Village. Our thanks to Toni for her long service on the Council. In need of an additional Councillor Mark Hales was co-opted on to the Parish Council. Due to the resignation of Brian Peel as a result of other commitments, we now have a vacancy and details will be posted on the Village Hall noticeboard in due course. Sue will go through the process later. Our thanks to Brian for representing Weekley on numerous Forums and for his long service on the council.

Andrew Bussey will be giving us an update on Weekley and Warkton Cricket Club. Following the completion of the new Cricket Pavilion the club was granted a limited entertainment licence. This was after considerable but constructive discussions with the residents and the Parish Council. There will be another Rounder's event on June 21st to be hosted by the Cricket Club, there will be a bar and BBQ and all villagers are welcome, both as spectators and players.

The Village web-site is being upgraded and Sue is researching options. Articles to include or suggestions to improve would be welcome.

We have discussed anti-social behaviour at the site of the Church which has been resolved by the installation of a gate and fence on the un-adopted part of the road by Boughton Estate. There is more traffic at the end of Weekley Wood Lane and we are trying to understand what, if any, action can be taken to minimise the disturbance in the area. The issue of litter has been reported and has mainly been cleared up. We are looking into the provision of additional street lighting outside both the Church and Weekley Wood Land. We need to have a better understanding of the costs and whether grants may be available from the National Lottery. With respect to the Speed Cameras we are trying to analyse the data for the existing camera and are looking at the possibility of installing another on the north side of the village. This may be difficult due to the limited length of the road. The cost is in the region of £3000, again hopefully this can be funded by Community Grant from Kettering Borough Council.

Thanks go to Sharon Lane for taking on the NHW scheme. Sharon will be providing an update later. Congratulations to Rachel and Peter on the birth of Henry James on March 10th.

Finally thanks to Claire and Sue for all their hard work during the course of the year keeping our council affairs in order and of course to my fellow Councillors for their support and valuable input.

40 Rural Forum Annual Report the Forum has met 3 times during the last 12 months. The next meeting is due to be held on June 28th 2018 in Warkton Village Hall.

41 East Kettering Liaison Forum Annual Report "approximately 50 houses per month are being sold each month. The school is now on the main sewage system but is still suffering from speeding traffic along the un-adopted road outside the school. Work on the traffic lights at Warkton Lane/A6 is due to start in the school summer holidays. Persimmon are about to start building."

- 42 Sharon Lane gave the following update on the **Neighbourhood Watch**: the Neighbourhood Watch goes from strength to strength with more residents joining. There is now a WhatsApp available for reporting issues or disturbance in the Village. We have had a number of burglaries during the last year most recent was a screen being stolen from Cedar Lodge. The gate on the un-adopted road just before the church is acting as deterrent.
- 43 Andrew Bussey gave the following report on the **Cricket Club activities**: there are 3 adult sides playing in NCL Division 1, NCL Division 5 and NCL Division 12 along with under 9's, under 11's and under 13 junior teams. 2017 saw the opening of the new pavilion, fundraising is a priority to clear the ECB loan that enabled the new pavilion. There are several objectives including an extension to the tea room, improve facilities to attract more players, establish a 4th senior team and a Sunday side, and develop even more youngsters and a second pitch at Boughton Park. There is a Bavarian Evening planned for August 4th. There was a break in to the mower shed nothing major was stolen and the gates at the Church is helping to stop vandalism.
- 44 There was no report from the **Church**, however it was that the position of Vicar for Weekley has been advertised only as a Part-time position.
- 45 **There were no Questions from the floor**

Minutes of the Annual Parish Council Meeting

- 46 Cllr Chew proposed that Cllr Tartaglia be elected as **Chairman**, this was seconded by Cllr Hales. Cllr Tartaglia accepted the role and completed the acceptance to office form.
- 47 **No Vice-Chairman was elected**
- 48 Cllr Hales agreed to attend the **Rural Forum** meetings and Cllr Tartaglia agreed to attend the **EKLF** meetings. The Clerk to provide details of both meetings as and when available.
- 49 Cllr Tartaglia proposed that the Council adopt the **New Standing Orders**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 50 Cllr Tartaglia proposed that the Council adopt the **Financial Regulations**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 51 Cllr Tartaglia proposed that the Council adopt the **Code of Conduct**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 52 Cllr Tartaglia proposed that the Council adopt the **Risk Assessment**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 53 Cllr Tartaglia proposed that the Council adopt the **Complaints Procedure**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 54 Cllr Tartaglia proposed that the Council adopt the **Data Protection**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 55 Cllr Tartaglia proposed that the Council adopt the **Records Retention**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 56 Cllr Tartaglia proposed that the Council adopt the **Access Request**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 57 Cllr Tartaglia proposed that the Council adopt the **Data Breach**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.
- 58 Cllr Tartaglia proposed that the Council adopt the **Fixed Asset Register**, this was seconded by Cllr Chew and agreed by all present. Both Cllr Tartaglia and the Clerk signed the policy.

Minutes of the Parish Council Meeting

59. **No Apologies** had been received.
60. **There were no Declaration of Interests** received
61. **Public Session-** a question was raised if the Parish Council would consider organising more social events. This is out of the Parish Council remit however it was suggested that a committee is formed which could have include Parish Councillors.
62. **Reports** were all covered in items 40, 41 and 42

63. **Minutes of the meeting** held on 20th February 2018 were resolved and approved as an accurate record of decisions made.
64. **Action points** arising from Minutes of last meeting
- It has been confirmed that Weekley Wood Lane is an adopted road by NCC, however it was agreed the Cllr Tartaglia contact highways to gain permission to erect a gate just past Burdyke which only be unlocked on Wednesday to allow the bin lorry to turn or by the farmers.
 - The Clerk confirmed that she has applied for funding from KBC Community Grant to help with the purchasing another VAS. Boughton Estate are going to access the data from the current VAS for the Parish Council.
 - Once Barclay's provide the Clerk with an up to date bank statement she will apply for funding from the Lottery towards the cost of the new lamp-posts.
 - The new Web-site requires some fine tuning before it goes live. The Clerk confirmed that the new web-site title is www.weekleyparishcouncil.co.uk
65. **Finance**
- Cllr Tartaglia proposed that the Council accept the Year End Accounts, which had been previously audited and circulated, Cllr Hales seconded the proposal with everyone in agreement. Both Cllr Tartaglia and the Clerk signed various documents on the Annual Governance and Accountability forms.
 - The Clerk informed the meeting that there is currently £4090.78 across both Bank Accounts.
 - Members resolved to pay the following in line with relevant legislations:
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|----------|---------------------------|---------|------------------|
| Sue Cook | Clerk salary | £210.10 | Cheque No 100433 |
| HMRC | PAYE on Clerks salary | £52.40 | Cheque No 100434 |
| BHIB Ltd | Insurance of Fixed Assets | £151.20 | Cheque No 100435 |
| Sue Cook | Renewal of ICO | £35.00 | Cheque No 100436 |
66. **Planning-** Application number KET/2018/0295 had been received after the agenda had been published. The Councillors viewed the application and made the following comments: the property belongs to Boughton Estate and as such the Estate should be involved in with the application. The application does not state what these sheds are going to be used for. It was agreed that more information is required before a decision can be reached. Cllr Hales agreed to contact the planning office and give feedback to the Council.
67. **Correspondence/Training/Events-** The following items of Correspondence had been circulated to the Councillors prior to this meeting and all were noted
 Appeal on removal of a Sycamore Tree at 38 Stamford Road
 Greenbelt tickets
 HM Government – Consultation on Powers for dealing with unauthorised developments and encampments
 Useful Contacts from KBC
68. There were no matters arising from previous meetings not dealt with elsewhere within the meeting.
69. **Items for the Agenda for the next meeting:**
- Vacancy on the Parish Council, the Clerk outlined the legal requirements for the vacancy to be advertised. It is hoped to be able to co-opt someone at the next meeting.
 - Weekley and Warkton Cricket Club Rounder's night June 21st, teams to be sorted out on the night.
70. **Date for next meeting** – Tuesday 21st August in the Village Hall starting at 7:00 p.m., Cllr Chew agreed to collect the key for the Village Hall from the Estate Office.

With no further business the Meeting closed 8.35pm

Approved by Weekley Parish Council as an accurate record of decisions made:		
Signature of Chairman :		Date: 21st August 2018