

# Weekley Parish Council



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## MINUTES

Minutes of the meeting of Weekley Parish Council held on **Tuesday 17<sup>th</sup> August 2021** at 7.00pm at **Weekley Village Hall**, Church Lane, Weekley NN16 9UP

**Councillors Present:** Chair M Smith, Cllr M Tartaglia, Cllr S Rees, Cllr M Hales,

**Public Present:** 0

**Clerk:** Ruby Cole

<b>21/043</b>	Apologies: <b>Resolved:</b> Apologies received from Cllr Cuckson and approved	
<b>21/044</b>	Public address to the council: <b>Resolved:</b> There were no members of the public present	
<b>21/045</b>	Minutes: Annual Parish Council, Parish Council & Annual Parish meeting 11 <sup>th</sup> May 2021. Cancellation of Extraordinary Parish Council meeting 23 <sup>rd</sup> June 2021 <b>Resolved:</b> May minutes were approved and signed by Chair. Cancellation of Extraordinary meeting 23 <sup>rd</sup> June noted	
<b>21/046</b>	Declarations of interest under the Council's Code of Conduct related to business on the agenda: <b>Resolved:</b> No declarations of interest	
<b>21/047</b>	<b>Review Actions Outstanding:</b>	

21/021a	MS	HMRC – To make contact in response to their letter 12/04/2021 - Completed
21/022a	MS	Website – To look into website. Clerk to provide passwords - Completed
21/023a	SR	Gigaclear – To make contact to make good untidy finish - <b>Ongoing</b>
21/028a	MT	VAS – To send log to councillors - <b>Ongoing</b>
21/029a	MS	Bank – To contact bank in order to move forward administration - Completed
21/037a	Clerk	To include items on next agenda - Completed
21/038a	Clerk	To book village hall - Completed

### To receive updates & decisions

<b>21/048</b>	Clerk Hours: After discussion Cllr Tartaglia proposed to increase clerk hours from 9 hours a month to 10 hours a month commencing 1 <sup>st</sup> September 2021. Seconded by Cllr Hales. Having a central email base between Warkton, Weekley and Grafton Underwood Parish Councils was also discussed to help save time and ease the duplication of emails between councils. <b>Resolved:</b> Cllr Smith to investigate <b>Action 21/048.1</b>	<b>MS</b>
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21/049	Community Payback: It was noted that the two bus shelters were in need of staining and this could be a possible project for Community Payback <b>Resolved:</b> Cllr Smith to enquire and submit form <b>Action 21/049.1</b>	MS
21/050	Neighbourhood Watch: There was an incident involving a car crashing into a gate belonging to Boughton Estate, with the driver not stopping. It was reported to the police but councillors felt the action taken by the policing team was dissatisfactory <b>Resolved:</b> Cllr Cuckson to relay to Police <b>Action 21/051.1</b>	CC
21/051	Village Hall Management: A resident has come forward with the possibility of managing the bookings of the village hall. This would help with the sustainability and promotion of the village hall and events in the parish <b>Resolved:</b> Cllr Tartaglia & Cllr Rees to liaise	
21/052	Care Home: It was reported that the hedge at the front of the Care Home has become overgrown and was overhanging both the public footpath and neighbours' gardens. It was noted that this is private land <b>Resolved:</b> Cllr Rees to contact the owners directly <b>Action 21/052.1</b>	SR
21/053	Planning: NK/2021/0417 Old Orchard, Weekley Wood Lane. This has since been approved <b>Resolved:</b> No further action from Council	
21/054	Village Spring Clean/Litter pick: To be undertaken March/April 2022 <b>Resolved:</b> No further action at present	
21/055	Plant a Tree for the Jubilee: Boughton Estates are donating a tree which will be planted in an open space eg village hall field, near church – to be decided <b>Resolved:</b> No action required by Council at present	
21/056	Queens Platinum Jubilee: Consideration of tea party/bbq on Sunday 5 <sup>th</sup> June 2022. Collaboration - Parish Council, Cricket Club, Boughton Estates <b>Resolved:</b> Cllr Hales to approach Cricket Club <b>Action 21/056.1</b>	MH
21/057	Rural Forum: Cllr Hales attended June meeting. Clerk attended July meeting. Early days to predict how this will move forward to benefit smaller parishes. Next meeting 21/11/2021 <b>Resolved:</b> No action required by Council at present	
21/058	East Kettering Liaison Forum: Cllr Tartaglia reported that the Hanwood Park development now has its own website. The last update was 23/07/2021 where the next stage of the development is to improve road junction London Road/Pytchley Road/Barton Road and road junction Barton Road/Windmill Avenue <b>Resolved:</b> No action required by Council at present	

### Finance

21/059	Payments: £330.74 cheque payments approved and signed by Clerk & Cllr Tartaglia <b>Resolved:</b> No further action required	
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Ref	Payee	Description	Amount
100537	Clerk	Salary June 2021	90.36
100538	Northants Calc	Councillor Training	44.00
100539	Clerk	Salary July 2021	90.36
100540	Clerk	Stationery Expenses	15.66
100541	Clerk	Salary August 2021	90.36

<b>21/060</b>	Financial report and bank reconciliation: Circulated to councillors via email. Bank reconciliation to 30 <sup>th</sup> July approved. Current Acct £2562.26 Business Acct £344.30 <b>Resolved:</b> Cllr Hales signed bank reconciliation at meeting Clerk to prepare budget for March 2022 <b>Action 21/060.1</b>	<b>Clerk</b>
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<b>21/061</b>	Next Agenda: <b>Resolved:</b> No items requested	
<b>21/062</b>	Next Meeting: <b>Resolved:</b> Tuesday 23 <sup>rd</sup> November 7.00pm Weekley Village Hall	

### **Post Agenda Items**

<b>21/PA1</b>	Defibrillator: Cllr Tartaglia discussed the possibility of the parish having a community defibrillator and would investigate cost. Boughton Estates would part fund the cost of this. Clerk would investigate grant funding	
<b>21/PA2</b>	Blockage in stream causing flooding which Cllr Rees would investigate	
<b>21/PA3</b>	Updating of contact details on website and notice board was discussed. Clerk would look into various contacts that could be included	

Meeting Closed 20.44

### **Action Points for Tracking**

21/023a	SR	Gigaclear – To make contact to make good untidy finish - Ongoing
21/028a	MT	VAS – To send log to councillors - Ongoing
21/048.1	MS	To investigate central base for emails
21/049.1	MS	To enquire with Community Payback of staining of bus shelters
21/051.1	CC	To report Councillors dissatisfaction of car accident to police
21/052.1	SR	To contact owners of Care Home regarding overgrowth of hedge
21/056.1	MH	To contact Cricket Club for joint collaboration for Queens Jubilee
21/060.1	Clerk	To prepare budget for March 2022

### **Below information points from clerk were acknowledged by council**

- Pensions Regulator: Details have been changed to new clerk
- Exercise of Public Rights: This has been displayed on website and no requests to view accounts have been received
- Hedge: Email received 14/7/21 regarding overgrown hedge on the path towards Geddington. This has since been actioned by Boughton Estates
- Security Forms - GDPR & Electronic summons: Councillors are reminded to complete and submit to clerk
- Website: This has been updated with policies etc. Old and irrelevant items to be removed
- Salary: To note that after conversations with HMRC and to avoid any penalty charges, clerk has chosen to submit and declare salary on a monthly basis. If done quarterly, monthly submissions are still required even if zero for the two unpaid months. Therefore, monthly cheques have been raised in line with submission and declaration