

# Weekley Parish Council



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## MINUTES

Minutes of the meeting of Weekley Parish Council held on **Tuesday 23<sup>rd</sup> November 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, Cllr C Cuckson

**Public Present:** 0

**Clerk:** Ruby Cole

21/063	<b>Apologies:</b> <b>Resolved:</b> No apologies
21/064	<b>Public address:</b> No public address
21/065	<b>Minutes:</b> <b>Resolved:</b> Minutes of the Parish Council Meeting held on Tuesday 17 <sup>th</sup> August 2021 were approved and signed by Chair
21/046	<b>Declarations of interest:</b> Under the Council's Code of Conduct related to business on the agenda <b>Resolved:</b> No declarations of interest
21/047	<b>Actions Outstanding:</b> <b>Resolved:</b> As below

21/023a	SR	Gigaclear – To make contact to make good untidy finish - <b>Ongoing</b>
21/028a	MT	VAS – To send log to councillors - Cancelled
21/048.1	MS	To investigate central base for emails - <b>Ongoing</b>
21/049.1	MS	To enquire with Community Payback of staining of bus shelters - Cancelled
21/051.1	CC	To report Councillors dissatisfaction of car accident to police - <b>Ongoing</b> Despite several attempts to report this, Cllr Smith has been met with non-responsive answers. <b>Action:</b> It was agreed that he would draft a letter for Clerk to send
21/052.1	SR	To contact owners of Care Home regarding overgrowth of hedge – <b>Ongoing</b>
21/056.1	MT	To contact Cricket Club for joint collaboration for Queens Jubilee – Covered under Agenda Item 21/056
21/060.1	Clerk	To prepare budget for March 2022 - Complete

21/048	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>• <b>Weekley Churchyard:</b> A website enquiry came in relating to the overgrown vegetation in the Churchyard at Weekley. Even though this was addressed to the parish council, it is believed that this is a matter for the Church to address <b>Resolved:</b> Clerk to forward to Rev'd Gillian Gamble to respond to resident <b>Action 21/048.1</b></li> <li>• <b>2. Washwell Lane Bungalows - Car Park:</b> A resident had contacted the clerk to express concern of the condition of the car park at the bungalows. The bungalows are occupied mainly of elderly and less abled persons who have difficulty in maneuvering in that area, resulting in personal injury. Clerk has attempted to ascertain responsibility of the car park via NNC, but efforts are not fruitful at present. It was agreed to contact the resident and establish who the landlord is and contact them directly in the first instance <b>Resolved:</b> Clerk to contact resident <b>Action 21/048.2</b></li> </ul> <p><b>Post Agenda Correspondence:</b></p> <ul style="list-style-type: none"> <li>• <b>3. NCalc notification of the stocking of Grit Bins:</b> After discussion it was noted that the council do not own any grit bins</li> <li>• <b>4. Laying of Poppy Wreath for Remembrance Service:</b> There was some confusion as to when this would be laid, the actual day of Remembrance or the Sunday service. This would be arranged and confirmed nearer the time next year with relevant parties.</li> <li>• <b>5. Village Hall Hire Charges:</b> It was confirmed that there would be no charge for the parish council to hold their meetings in the village hall</li> </ul>
21/049	<b>Planning:</b> No new planning applications received
21/050	<p><b>Defibrillator:</b> Clerk has approached NNC for information regarding grant funding available. There is limited information available from NNC at this time. British Heart Foundation are not offering defibrillator grants at present. With funds from general reserves and a contribution from Boughton Estates, it was suggested that the Cricket Club be approached in a joint venture if amicable. Failing that, then fundraising for the shortfall would be a possibility. It was also suggested that the village hall could be a location for the defibrillator, depending on power source. <b>Resolved:</b> Cllr Tartaglia to make enquiries with the Cricket Club. Cllr Rees to check power source and/or alternative locations <b>Action 21/050.1</b></p>
21/051	<b>Councillor Training:</b> No training undertaken at this time
21/052	<p><b>CiLCA - Clerk Course:</b> It was agreed that the council would financially support the clerk in attending the course if selected. <b>Resolved:</b> The cost of approx. £170 over two years was approved</p>
21/053	<b>Community Payback:</b> Due to the parameters required to be in place it was decided to cancel for the time being.
21/054	<p><b>Village Spring Clean/Litter pick:</b> Ito be deferred to next year. In the mean time, Clerk to make enquiries with NNC for procedure and provision of litter pick kit etc. <b>Action 21/054.1</b></p>
21/055	<b>Plant a Tree for the Jubilee:</b> Boughton Estates will be planting an Oak tree on the village Green by the Church.
21/056	<p><b>Queens Platinum Jubilee:</b> Parish Council would like to be involved, possibly in a joint effort with the Cricket Club. <b>Resolved:</b> Cllr Tartaglia to approach Cricket Club <b>Action 21/056.1</b></p>
21/057	<b>Electric Charging Points:</b> After discussion it was agreed that it was not practicable at this moment in time and to wait until the infrastructure etc is more established
21/058	<p><b>Vas Maintenance:</b> It was agreed to renew the maintenance contract with Swarco for one year and accept the 'Silver' contract at a cost of £219.34 inc vat. <b>Resolved:</b> Clerk to arrange payment <b>Action 21/058.1</b></p>

<b>21/059</b>	<b>Policies:</b> Safeguarding policy & Equals Opportunity policy <b>Resolved:</b> Both policies were approved and adopted by Council. Signed by Chair & Clerk
<b>21/060</b>	<b>Parish Representative Reports:</b> <ul style="list-style-type: none"> <li>• <b>Rural Forum:</b> Cllr Hales reported that nothing of note has been received</li> <li>• <b>Neighbourhood Watch:</b> Cllr Cuckson reported that nothing of note has been received. Council were reminded that some speed signs were promised to the council to help with the alleviation of speed through the village at no charge</li> </ul> <b>Resolved:</b> Clerk to contact Ward Cllr M Rowley <b>Action 21/060.1</b>
<b>21/061</b>	<b>Payments:</b> NCalc replacement cheque noted. Total payments of <b>£318.20</b> approved <b>Resolved:</b> Cllr Smith & Clerk signed cheques at meeting.

Ref	Payee	Description	Amount
100542	Clerk	Salary September 2021	100.40
100543	Clerk	Salary October 2021	100.40
100545	Boughton Estates	Poppy Wreath	17.00
100546	Clerk	Salary November 2021	100.40

<b>21/062</b>	<b>Financial Report:</b> Report and bank reconciliation approved. <b>Resolved:</b> Cllr Cuckson signed at meeting
<b>21/063</b>	<b>Barclays Bank:</b> Cllr Smith advised that he was now able to access the bank account online
<b>21/064</b>	<b>Bank Balance:</b> Bank Balance 29/10/2021 - £2619.83. Available funds 29/10/2021 £2375.03
<b>21/065</b>	<b>Draft Budget:</b> Clerk reported the approximate expenditure to the end of the financial year 31/03/2022 amounts to £1710 with the remaining amount held in reserves. <b>Resolved:</b> Approved by Council
<b>21/066</b>	<b>Precept:</b> The precept is to be increased by £500 for next year to allow for the anticipated installation of a defibrillator <b>Resolved:</b> £3100 precept for 2022/2023 approved by Council. Clerk to submit to NNC <b>Action 21/066.1</b>
<b>21/067</b>	<b>OLB - Private Item:</b> Protocol was discussed and two councillors to take the lead and report as required <b>Resolved:</b> Cllr Tartaglia & Cllr Rees will advise Council of steps put in place <b>Action 21/067.1</b>
<b>21/068</b>	<b>Next Agenda:</b> No new items
<b>21/069</b>	<b>Next Meeting:</b> Tuesday 22 <sup>nd</sup> February 2022 7.00pm. AGM date Tuesday 10 <sup>th</sup> May 2022 6.30pm. Both at Weekley Village Hall <b>Resolved:</b> Clerk to book Village Hall for both dates <b>Action 21/069.1</b>

**Meeting Closed: 8:57pm**

### **Action points for tracking**

21/023a	SR	Gigaclear – To make contact to make good untidy finish - Ongoing
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21/048.1	MS	To investigate central base for emails - Ongoing
21/051.1	MS/Clerk	Cllr Smith to draft a letter for clerk to send regarding dissatisfaction of car accident to police
21/052.1	SR	To contact owners of Care Home regarding overgrowth of hedge - Ongoing
21/048.1	Clerk	Weekley Churchyard enquiry to be forwarded to Rev'd Gillian Gamble
21/048.2	Clerk	To contact resident at Washwell Lane regarding tenancy
21/050.1	MT/SR	Cllr Tartaglia to make enquiries with Cricket Club. Cllr Rees to check power source or alternative locations - Defibrillator
21/054.1	Clerk	To enquire with NNC regarding litter pick
21/056.1	MT	To approach Cricket Club for joint venture for QPJ
21/058.1	Clerk	To renew maintenance contract for VAS
21/060.1	Clerk	To contact Cllr Rowley in relation to Speed Signs
21/066.1	Clerk	To submit precept form to NNC
21/067.1	MT/SR	To coordinate OLB
21/069.1	Clerk	To book village hall for next meeting and AGM

Approved