

WOLVERTON PARISH COUNCIL

Minutes of the Parish Council meeting held on at 18th December 2019 at 7.30pm at Wolverton Church Hall.

1. Record of members present: Cllr Easterbrook, Chair; Cllr P Anthony; Cllr Wynn-Evans; Cllr Anthony; Cllr Phillips; Cllr Murphy; County Councillor Horner; K Hollinrake, Clerk. Apologies for absence: District Councillor Richards.
2. The minutes of the meeting held on 11th November were agreed and signed by the Chair.
3. Declaration of pecuniary interest – none.
4. Co-option of councillors. New councillors were welcomed by the Chair and given induction material. They signed the Declaration of Acceptance of Office; Cllr Phillips signed the Register of Members' Interests. **Cllr Easterbrook to forward the notes on completing the Register of Members' Interests form to Cllr Murphy.**
5. Matters arising from meeting on 11th November:
 - a. Emergency Plan – pended to future meeting.
 - b. Grant application – £1,000 approved. **Clerk to progress with Mrs Mann.**
 - c. Grass cutting requirements at Norton Lea. **Clerk to raise with Mr Sagrott in the new year.**
 - d. Review of Parish Plan – Cllr Anthony to lead, with Cllrs Murphy and Phillips. **Draft questionnaire for consultation with parishioners to be presented to January 2020 WPC meeting.** The Review to be publicised in the Parish Magazine, to maximise participation.
 - e. Communication with parishioners – **Clerk to contact Rachel Livingstone to seek email addresses.**
6. Budget review and determination of precept 2020 to 2021.

The Clerk presented an overview of the budget 2019 to 2020. Spend is expected to exceed income by circa £800, accounted for by extraordinary items - e.g. defibrillator battery, tree survey and financial help with the new churchyard fencing. However, the current precept (PWC income) of £2680 is unrealistic given that grass cutting, clerk salary and insurance costs total circa £2,400pa. Councillors discussed the matter in depth. **Cllr Anthony proposed raising the precept to £3,500. This was seconded by Cllr Easterbrook and agreed unanimously. Clerk to submit form to SDC before 31 January 2020.**



7. New auditor. Cllr Easterbrook to contact possible auditor and inform Clerk.

8. Review of Standing Orders. Ongoing.

9. Review of policies and procedures. The Clerk provided guidance on Parish Council policies and procedures that are mandatory; advised; and optional good practice. This will underpin a review of what WPC has in place; and what gaps need to be filled. Priorities are updated Standing Orders; and new Financial Regulations and Procedures. **Clerk and Cllr Easterbrook to meet to progress.**

10 Councillor portfolios and training. Cllr Easterbrook presented a draft of suggested lead responsibilities. **Roles to be agreed at the next meeting. Cllr Easterbrook to discuss with a parishioner the possibility of managing the website. All councillors to undertake the basic WALC councillor foundation course; training on responding to planning applications; and any other training necessary to discharge lead responsibilities.**

11. Report from County Councillor Horner – noted with thanks. CC Horner will raise with WCC (Highways) the flooding problems in the village. Clerk to raise with John Brown (WCC) the pothole near the entry to Manor Farm.

12. Report from District Councillor Richards – none this time.

13. Planning Matters

a. Community Infrastructure Levy – likely to be received by April 2020

b. Applications and decisions

Application Number	Applicant	Application	WPC Comment	SDC
19/03321/VARY Sunnyside Wolverton Fields CV35 8JN	Mr & Mrs Bellew	Removal of condition no.11 of planning permission 16/04014/FUL to allow for reinstatement of permitted development rights	Opposed. Within the green belt and original basis of permission to be respected	

c. Easement – Wolverton Village Green

A parishioner requested permission to lay a water pipe and telecoms cable under the Village Green, requiring WPC, as putative owner of the Green, to consider granting a Deed of Easement. (Clerk provided initial information on Easements). Cllr Easterbrook proposed obtaining independent legal advice on the matter; seconded



by Cllr Wynn-Evans. Cllr Wynn-Evans proposed a requirement that any costs thereby incurred be paid by the parishioner and not the Parish Council; seconded by Cllr Murphy. This approach was agreed unanimously. **Clerk to respond to the request on this basis; and to obtain documentary evidence about ownership of the Green. Cllr Easterbrook to find an independent legal specialist and obtain a costing for their advice.**

14. Finance

a. Balance at 5th November = **£2,129.76**

b. Balance at 13th December = **£1,928.44**

c. Proposed / committed expenditure

Payee	Reason	Amount £	Proposer & seconder
Clerk	Monthly salary	111.54	Proposed Cllr Easterbrook seconded Cllr Wynn-Evans
Parochial Church Council	Grant towards fence costs for community space / extended churchyard	250	Proposed Cllr Easterbrook; seconded Cllr Anthony. Agreed unanimously
Clerk	Notebook and printer cartridge	34	Proposed Cllr Easterbrook; seconded Cllr Anthony
WALC	Two places on end of year audit training	30	Proposed Cllr Easterbrook; seconded Cllr Wynn-Evans
1&1 internet	Web provider	2.39	Proposed Cllr Easterbrook, seconded Cllr Anthony

15. Christmas lights on the Village Green - deferred to next year.

16. Correspondence

- From parishioner concerned about flooding; and poor internet access. As noted, CC Horner to progress flooding issues with WCC. Cllr Murphy reported plans to alleviate flooding near Tall Trees by digging a new trench. Councillors noted the frustration with poor internet access but considered this to be a matter for BT. **Clerk to respond to parishioner.**
- From parishioner about vermin. **Cllr Easterbrook to find out the cost of remedial action; and refer the issue to the Church Hall Committee.**



17. Future meeting dates at 7.30pm:

Tuesday 21 January 2020

Wednesday 17 March 2020

Tuesday 12 May 2020 AGM at 6.30pm; and APM at 7.30pm

Wednesday 22 July 2020.

The meeting closed at 10.15pm.

Signed

A black rectangular box redacting the signature of the person who signed the minutes.

Date

21/1/2020