

**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD ON TUESDAY 7<sup>th</sup> JUNE 2022 at 7.00 pm in the Village Hall Annexe**

Present: Councillors: Neil Anthony, Jill Cooke, Tony Crease, Libby Hart, Jim Mantz, Ann Ranshaw, Andie Raymond, Pippa Raymond, Elizabeth Taylor, Fiona Thomas, Julie Yates  
No members of the public present  
Cllr R Frost present for the first part of the meeting

Item No		Action
	Apologies received and accepted from: Unitary Cllrs D Smith and J Gilford	
	The resignation of Mr George Atkinson, due to ill health, had been received. Paperwork has been submitted to the West Northants Council for permission to fill the vacancy	
985.0	To receive declarations of interest in the Council's Code of Conduct regarding business to be discussed at this meeting. Cllr Anthony declared interest, being a Trustee of WSA, on items 990.2	
986.0	<b>Public Forum.</b> Cllr Frost informed the Council that the planning department at Daventry was still in a state of flux; WNC has confirmed Kier as the preferred contractors for highways work in the county; all street signs would be cleaned; and Northampton lost out on city status. Cllr Thomas asked if there were any grant available from WNC for groups and the Council. The community fund was mentioned but PC not eligible to claim, he would look into whether there was anything else. Cllr Frost left the room	
987.0	To accept the minutes of meeting of: Annual Meeting of the Parish Council held on 3 <sup>rd</sup> May 2022 and the minutes of the Planning Committee meeting held on the 19 <sup>th</sup> May 2022. All minutes were signed as a true and accurate record. ARy/JC	
988.0	<b>Matters arising or updates on items that do not require any decisions.</b> <ul style="list-style-type: none"><li>• Work on the High Street is still waiting for permission from Highways England to erect the signage on the A5 for the weight limit. Bus shelter will be fitted when received.</li><li>• Noted that the Platinum Jubilee celebrations in the village were well received and enjoyed by all that attended.</li></ul>	
<b>989.0</b>	<b>GENERAL MATTERS</b>	
989.1	Authorisation to fill current vacancy left by Mr Havell. Noted that the Council has permission to fill the outstanding vacancy but, knowing that another Councillor is leaving due to attending university shortly and with Mr Atkinson's recent resignation, the Council will hang on and get all permissions before advertising the vacancies. 10 in favour, 1 abstained	
989.2	Continuing accidents on the A5. Council agreed to write again the JAG to see whether they would implement any form of speed control between Church Stowe and Weedon traffic lights.	<b>Clerk</b>
989.3	Best Village Competition. Award presentation will be held on the 11 <sup>th</sup> July. Cllr Thomas has other commitments, and the Clerk is away that week. Cllrs Hart and Mantz will attend.	
<b>990.0</b>	<b>OPEN SPACES PLAY AND RECREATION</b>	
990.1	Play area inspections. All play areas inspected by Cllr Anthony and reported as being ok.	
990.2	Update on Changing Rooms. Nothing heard	
990.3	Use of Croft Way playing field: WFC requested to use the field on the 11 <sup>th</sup> June for their End of Season footy/golf. Council has no objections if field left in as good a condition. Use of Croft Way playing field: Late request received after agenda published: Weedon Primary School has asked to use the field on the 11 <sup>th</sup> July for a school fun day, including a bouncy castle. Council has no objections if it is fully supervised. Also Wednesday the 13 <sup>th</sup> July for the school sports day. Again, Council has no objections if the field is left in as good a condition.	<b>Clerk</b>
<b>991.0</b>	<b>CEMETERY &amp; ALLOTMENTS</b>	
991.1	Minutes of meeting: Noted.	
991.2	Replacement Cemetery Gates: Gates to be made of Sapele which is a hardwood. There will be three gates. A plan of the design has been presented to the Council. Reserves to be used include improvement works and the transfer of the reserve pot headed Lychgate to improvement works <b>Resolved:</b> To accept the proposal of replacement gates at £3920 plus fitting charge and to transfer the budget pots as indicated above. JM/LH	

**992.0 INFRASTRUCTURE GROUP**

992.1 Relocation of bin: A request from a resident to relocate the small bin on the telegraph pole in Queen Street. Council will remove this bin and dispose of - no replacement. The dog bin on the bends in Queen Street will also be removed and disposed of and replaced with a larger litter bin which takes dog mess. As there is a bin without charge for emptying, a litter bin will be added on the verge by the dog bin in High Street, by the canal steps (Crosse Close)  
**Resolved:** To purchase two litter bins and dispose of one dog bin and one small open litter bin.  
 NA/JM

**993.0 FINANCE & GENERAL PURPOSE**

993.1 To report the financial figures for May 2022, including income. There were no comments received.

Precept	£69,287.50
Interest	£ .89
Newsletter	£ 50.00
Cemetery	£ 270.00
Allotment	£ 28.99
	£69,637.38

Total amount in Bank accounts as of 31<sup>st</sup> May 2022

Unity – current account £109,656.49

Lloyds – current account £ 84,058.62

**Total** £193,715.11 of which £54,604.42 is earmarked for ongoing projects

993.2 HSBC. Confirmed the account has now been closed and the money £21,747.28 has been transferred to the Unity account.

993.3 Internal Audit report: Audit carried out on the 11<sup>th</sup> May by John Marshall from Northants CALC Audit team. Paperwork requested was provided and all in order. Two points identified to be presented to the Council:

Chairman’s allowance – to ensure that Councillors are aware that this sum is liable to tax if there is no account of how the money has been spent.

Council could consider obtaining a credit or debit card on the account as Financial Regulations now allow for this so that the Clerk does not use own funds. Clerk is not minded having the use of a debit/credit card and is happy to continue to purchase and reclaim. Should this change, the Council can look at again.

993.4 Grants: Noted.

993.5 Data Protection Subscription:

**Resolved:** To continue paying the data protection registration with the Information Commissioner’s Office. Cost £40. JM/NA

993.6 Variable and Fixed Direct Debits

To confirm:

The Parish Council has two fixed Direct Debits: PWLB £5182.46 (July/January) and Salix £3750 (June/December).

The Parish Council has one variable Direct Debit: Npower/Eon Street lighting electricity.

993.7 To approve invoices for payment:

The following invoices were approved. All transactions were paid by BACS and under the General Power of Competence.

**May payments (paid)**

To whom paid	Reason	Amount
Alpha Services	Toilets for Picnic in the Park	180.00
Riverside Court	Donation for Jubilee	100.00
Navigation Way	Donation for Jubilee	100.00
Cavalry Fields	Donation for Jubilee	100.00
Weedon Bec Primary School	Donation for Jubilee	100.00
Weedon Cub Scout Group	Donation for Jubilee	100.00
	<b>Sub total</b>	<b>680.00</b>

To whom paid	Reason	Amount
Amber Screen	Sign for pocket park	24.00
Pure Clean	Bus shelter cleaning	54.00
M Davies	Salary litter picker	380.33
S Halkett	Salary	1543.31
HMRC	PAYE	502.34
Local Government Pension Scheme	Pension payments	634.69
S Halkett	Office rent £37.50, padlocks £8.69, toner £23.39,	245.94

	weedkiller £8.51, bunting £164.85	
D Hayes	Cemetery grass cutting	617.00
Knotweed company	Weed spraying	900.00
Wicksteed	Installation of safety surfacing under swings Jubilee Field	2421.60
Design to print	Weedon News £285.00, Jubilee booklet £290, Annual report £293	868.00
J Adams	Layout for Annual Report	100.00
Conscious Carver	Wood carving for green burial site	450.00
ICO	Data protection registration (if agreed)	40.00
Yates Landscapes	Grass cutting £1400/maintenance work £1428	2868.00
J Wilshire	Maintenance work (telephone box/orchard/planters)	450.98
N Anthony	Battery charger for VAS	20.99
	<b>Agendered amount</b>	<b>12121.18</b>

<b>Considered and agreed at this meeting and/or late invoice received</b>		
M Freeman	Playing fields grass cutting	640.00
S Watts	Cemetery maintenance/grass cutting	1027.17
SALIX	Street light loan repayment	3750.00
	<b>Agreed at meeting</b>	<b>5417.17</b>
	<b>Monthly total</b>	<b>18,218.35</b>

#### 994.0 CORRESPONDENCE RECEIVED

- |   |       |  |
|---|-------|--|
| 1 | WNC   | Update on High Street work. 988        |
| 2 | WNC   | Co-option permission. 989.1            |
| 3 | ACRE  | Best Village Competition. 989.3        |
| 4 | HSBC  | Account closure. 993.2                 |
| 5 | NCALC | Audit report. 993.3                    |
| 6 | ICO   | Data protection registration. 993.5    |
| 7 | WFC   | Request for use of Croft Way PF. 990.3 |

NCALC Updates

#### CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

Weedon Primary School request to use Croft Way playing field for two events. Dealt with under 990.3  
 Planning application: 11 Church Street – planning meeting to be held on 16<sup>th</sup> June in the Chapter House

Cllr A Raymond asked for a thank you letter to be sent to the litter picker as over the Jubilee Weekend he had been out and about at 5am. Clerk to send

#### ITEMS FOR INCLUSION ON NEXT AGENDA.

Croft Way Management Agreement plus payment  
 Queen's Green Canopy tree planting

**DATE OF NEXT MEETINGS** 5<sup>th</sup> July, 2<sup>nd</sup> August, 6<sup>th</sup> September, 4<sup>th</sup> October, 1<sup>st</sup> November, 6<sup>th</sup> December

Meeting closed at 7.40 pm

May-22

Receipts
Precept
CIL
Bank Interest
Grants
VAT refund
Newsletter
Wayleave

Weedon Bec Parish Council: Financial 2022/23

Monthly receipts		Total receipts
Apr	May	
69,287.50		69,287.50
		0.00
0.89		0.89
		0.00
		0.00
50.00		50.00
		0.00

Grass Cutting				0.00
Cemetery fees		270.00		270.00
Allotment rents		28.99		28.99
Other				0.00
<b>Total</b>		<b>69,637.38</b>	<b>0.00</b>	<b>69,637.38</b>

Payments	Annual Budget	Monthly payments		Total payments
		Apr	May	
<b>F&amp;GP</b>				
Clerk's Salary incl tax/NI/pension	24,500.00	1,989.62	1,989.62	3,979.24
Clerk Office Rent	450.00	37.50	37.50	75.00
Litter Picker Salary	4,500.00	365.47	380.33	745.80
Employer's Nat Insurance contributions	2,100.00	185.36	185.36	370.72
Employers Pension Contribution	6,500.00	505.36	505.36	1,010.72
Chairman Allowance	200.00			0.00
Subscriptions	1,500.00		40.00	40.00
Insurance	1,200.00	1173.96		1,173.96
Stationery	500.00		26.39	26.39
Telephone	700.00	199.51		199.51
Audit	1,000.00			0.00
Bank charges	125.00			0.00
Section 137	0.00			0.00
Grants	1,500.00	450.00		450.00
Elections*	0.00			0.00
Training	400.00			0.00
Meetings - rent	300.00			0.00
Computer/hardware/website/online accounts/meetings*	1,000.00	89.05		89.05
Legal advice*	0.00			0.00
contingency	500.00			0.00
PWLB (loan)	10,365.00			0.00
Salix (loan)	7,500.00		3,750.00	3,750.00
Village Fete	750.00	750.00		750.00
Platinum Jubilee	3,000.00	1,446.78	1,104.85	2,551.63
Handyman/Misc Maintenance	3,000.00		420.98	420.98
<b>Total Finance &amp; General Purpose</b>	<b>71,590.00</b>	<b>7,192.61</b>	<b>8,440.39</b>	<b>15,633.00</b>
<b>MEDIA</b>				
Newsletter	2,000.00		285.00	285.00
Publicity leaflets/Walks booklets	300.00			0.00
Annual Parish Report	450.00		393.00	393.00
Survey monkey (online questionnaire)	400.00			0.00
Information boards	300.00			0.00
Regular events, BVC/Xmas tree festival	100.00			0.00
Contingency	100.00			0.00
<b>Total Media</b>	<b>3,650.00</b>	<b>0.00</b>	<b>678.00</b>	<b>678.00</b>
<b>INFRASTRUCTURE</b>				
Street light - supply/maintenance	2,500.00			0.00

Street light maintenance/replacement *	2,900.00			0.00
Tree inspections/surgery*	2,500.00			0.00
New Bins/seats/signs/boards	500.00	223.60		223.60
Highways general maintenance	2,500.00		750.00	750.00
Bus Shelters new and maintenance	1,000.00	54.00	54.00	108.00
Vehicle Activate Sign (VAS)	3,000.00			0.00
Contingency	500.00		20.99	20.99
<b>Total Infrastructure</b>	<b>15,400.00</b>	<b>277.60</b>	<b>824.99</b>	<b>1,102.59</b>
<b>OSPR</b>				
Grass Cutting Verges	9,600.00	1,800.00	1,200.00	3,000.00
Grass Cutting Playing fields	3,600.00	800.00	640.00	1,440.00
Maintenance General	1,000.00			0.00
Maintenance Contract (Verges/Highways)	5,380.00	830.00	1,000.00	1,830.00
Maintenance Contract (playing fields)	960.00	120.00	190.00	310.00
Inspections	1,800.00	258.00		258.00
Rent	800.00			0.00
Play equipment maintenance*	2,000.00	732.00	2,018.00	2,750.00
contingency	200.00		8.69	8.69
Jubilee Field car park re-development*	4,500.00			0.00
Pitch maintenance (SE conditions)*	1,000.00			0.00
Pocket Park*	500.00		20.00	20.00
Community Orchard*	500.00		30.00	30.00
Croft Way footpath*	500.00			0.00
Playing field development*	12,000.00			0.00
<b>Total Open Spaces</b>	<b>44,340.00</b>	<b>4,540.00</b>	<b>5,106.69</b>	<b>9,646.69</b>
<b>CEMETERY</b>				
Hedge Cutting	160.00		80.00	80.00
Grass Cutting	6,300.00	448.00	1,258.17	1,706.17
Maintenance	1,500.00		306.00	306.00
Contingency	200.00			0.00
Tree work *	1,200.00			0.00
Mower/Equipment incl maintenance*	500.00			0.00
Lychgate/Shed*	1,500.00			0.00
Improvement works*	1,500.00	500.99	450.00	950.99
<b>Total Cemetery</b>	<b>12,860.00</b>	<b>948.99</b>	<b>2,094.17</b>	<b>3,043.16</b>
<b>ALLOTMENTS</b>				
Maintenance contract	1,120.00	170.00		170.00
Rent	15.00	15.00		15.00
Contingency	400.00		8.51	8.51
Improvement works*	1,200.00			0.00
<b>Total Allotments</b>	<b>2,735.00</b>	<b>185.00</b>	<b>8.51</b>	<b>193.51</b>
<b>Total budget</b>	<b>150,575.00</b>			
	Net	13,144.20	17,152.75	30,296.95
	VAT	934.54	1,065.60	2,000.14
	<b>Gross</b>	<b>14,078.74</b>	<b>18,218.35</b>	<b>32,297.09</b>
<b>Estimated monthly budget</b>				
		13,939.15	16,532.48	30,471.63
<b>Actual spend net</b>				
		13,144.20	17,152.75	30,296.95

Variance

794.95

-620.27

174.68

<b>Earmarked funds as at 1st April 2021</b>	
<b>F&amp;GP</b>	
Elections	1,797.00
Legal advice	1,000.00
Computer hardware/printers/website	0.00
CIL (April 2020 - Capital spend only)	2,619.90
<b>Infrastructure Group</b>	
Tree surgery	1,610.00
Street lighting	7,100.00
<b>Cemetery &amp; Allotments</b>	
Mower equip/maint	365.42
Trees	1,023.31
lychgate/shed	1,530.00
Cemetery Improvement Works	2,640.60
Allotment improvement works	1,027.06
<b>Open Spaces</b>	
Redevelopment of play areas	22,440.00
Play Equipment maintenance	2,612.00
Pocket park	396.13
Pitch maintenance	953.00
Car park re-development	7,490.00
<b>TOTAL</b>	<b>54,604.42</b>

<b>BALANCES</b>	
Lloyds Bank	84,058.62
Unity Trust	109,656.49
<b>TOTAL</b>	<b>193,715.11</b>
HSBC	Closed