Minutes of the Annual Meeting of Woodford Parish Council held on Tuesday 27th September 2022 in the Schoolroom of the Baptist Church, Rose Terrace, commencing at 7.30pm

*(This meeting was held a week later than normal due to the public mourning period for Her Late Majesty Queen Elizabeth II which prohibited the sending of summons and agenda))*

1. **Present:**
	1. Councillors: Mr I Vaughan (vice-chair), Mr N Chapman, Mrs A Fothergill, Mrs C Hughes, Mrs J Hathaway, Mr M Hurst, Mrs S O’Donnell, Mr D Sharples Mr C Swiecicki, and Mr M Vaughan
	2. NNC Cllr D Maxwell (arrived 7.50pm), Mr P T Bird (Clerk)
2. **Apologies for absence:**
	1. Mr P J Bird, Mr G Banham.
3. **Minutes of Previous meeting:**
	1. The minutes of the August Parish Council meeting having been circulated, were agreed as a true record by those present. It was resolved that they be signed by the Chairman.
4. **Comments from Electors:**
	1. No Electors present.
5. **Comments from Cllr D Maxwell NNC**
	1. It was understood the overgrown hedge in Church Green was being dealt with by Highways and the Conservation team.
	2. Confirmation that an appeal had been lodged for the traveller's site in Thrapston Road. Most likely to be a public enquiry.
	3. The councillor was lobbying Housing Associations to improve response times to heating repairs
6. **Matters arising from the minutes:**
	1. **Upgrading Street Lamps.**  All steel column lamps had now been upgraded. The "bracket" lamp upgrades were awaited.
	2. **Trees at Top of Church Green.** The home owner disputed the council's view and requested a meeting. The clerk was asked to find out if Drayton would be interested in attending and then convene with councillors
	3. **Trees on Verges.** The sports club had expressed mild interest in trees being planted around the edge of the field. The clerk had informed the correspondent.
	4. **Facebook Presence.** A basic Facebook page had now been set up and was being updated as appropriate.
	5. **Operation London Bridge**. In accordance with the council's policy a Book of Condolence had been opened following the death of the HM Queen and ably hosted by the Reading Room. Clerk asked to express thanks to the Reading Room Committee. It was agreed to send the book to the Lord Lieutenant's Office for inclusion in the County Archive, but retain a copy of the pages locally.
	6. **Parking Restrictions**. Suggested revisions to the Mill Road / High Street junction and Highfield / Mill Road had been lodged with Highways for evaluation.
	7. **Street Lighting Energy.** The Clerk advised he had still been unable to obtain new energy price details.
7. **Planning Matters:**
	1. **Planning Decisions:**
		1. **Land near Farm Buildings Thrapston Road.** Change of use to accommodate caravans and associated works NE/21/00960/FUL **Refused.**
	2. **New Planning Application(s):**
		1. **8 Church Street Rear garden** - reduce height of walnut and cherry trees. NE/22/01178/TCA. **No Objection**.
		2. **2 Pleasant Row.** Removal of conservatory, construction of additional accommodation to link out buildings to property. NE/22/01075. **Objection**. Additional construction work would significantly reduce off road parking resulting in additional cars on the highway. No objection to removal of conservatory
		3. **57 High Street.** Change of use. Convert shop to living accommodation. NE/22/01174/PDU **Objection** A single room with tiny kitchen / no bathroom with access to the outdoors do not comply with local building regulations. This alteration would be the loss of yet another commercial business within the village.
		The application erroneously claimed shop premises were being returned to living accommodation. This part of the premises had always been commercial.
		4. **Daventry Farmhouse**. Crown lift and reduction in size of large baytree adjacent to house. NE/22/0190/TCA. **No Objection.**
		5. **30 High Street.** Creation of home office in garden by extending existing out buildings. NE/22/01175/FUL **No Objection** so long as resulting office is for domestic use and not commercial.
		Concern was raised regarding that despite parking to the front of the property had been refused the work had still been carried out.
		6. **Land off former A604 - Proposed recycling facility**. NN/21/00040/WAS. A revised submission requesting shorter visibility sight lines had been submitted with traffic sped data. Councillors continued to express concern and whilst the shorter splays appeared achievable on plan, due to the changes to the elevation of the road the entrance was deemed dangerous **Objection**
	3. **Other Planning Matters:**
		1. **6 Addington Road.** Proposed new garage and carport. NE/22/00582/FUL. **Withdrawn.**
		2. **New entrance onto Rectory Lane.** NNC Planning had advised that the creation of this new entrance was not significant enough to warrant planning permission. Councillors disagreed, citing poor visibility, inability to leave and enter road in a forward direction, and that the road had been deemed dangerous for the increased use of an existing entrance further along the road for which it to be raised as a reason for refusal. Clerk was asked to write to Head of Planning expressing concern regarding the lack of consistency in applying policy, and also to Highways in a similar vain**.**
8. **New Correspondence / Clerk’s announcements:**
	1. None.
9. **Accounts For Payment:**

Current Account £24,971.56

Interest Account £6.05

**Total £24,977.61**

Less

DD81 Opus Energy (Lighting Power) £262.73

2455 Mr P Bird – Clerk (35Hrs) £400.00

2456 Mrs D Bosworth Litter Picker £97.50

2457 Mr D Cullum Groundsman £96.00

2458 R&G Landscapes contractor £48.00

2459 E.on Lighting Maintenance contract £275.40

2460 PKF Littlejohn (External Auditor) £240.00

2461 HMRC Income Tax £33.40

2462 Mr D Cullum (Fuel) £45.60

 £1,498.63

 **£23,478.98**

Resolved that the above payments be noted and authorised.

1. **Other Finance matters**
	1. **External Audit Report** Attention was drawn to a typographical error on the annual return for the opening balance of the year 2020/2021. (Entry £6,966 - correct figure £6,996) No other impact on the return.
	2. Attention was drawn to the Public inspection notice being date (one day) prior to the authorisation of the return (should be dated after). This must be noted on the next return.
2. **Police / Joint Action Group report**
	1. No matters to report. next online meeting would be in December
3. **Playing Field Representative.**
	1. Cllr Maxwell had forwarded the form for the Empowerment fund and advised she would be pleased to provide up to £500 in support of the project. Mr Chapman advised the amount of paint that would be required.
4. **To co-opt new Parish Councillor**
	1. Councillors again agreed to defer a decision due to time constraints for this meeting
5. **To discuss planting of a Jubilee tree**
	1. The clerk advised the council had been offered an oak sapling (approx. 3 feet tall) but councillors agreed a taller specimen would be better. Clerk to obtain prices. Agreed to accept tree for planting - location to be decided at future date.
6. **Other Business for future meetings**
	1. Mr Sharples suggested a plaque be affixed to the village sign to commemorate the longest reign by a British monarch - agenda next meeting
	2. Mrs Hughes suggested a further dog bin at the south west end of Church Street - agenda next meeting

There being no further business the Chairman closed the meeting at 9.40pm.

Signed Date