**Minutes of a Meeting of Woodford Parish Council held on Tuesday 18th June 2024 in the Schoolroom of the Baptist Church, Rose Terrace, commencing at 7.30pm**

1. **Present:**
	1. Councillors: Mr G Banham, (chair), Mrs S Bryant, Mr N Chapman, Mrs A Fothergill, Mrs J Hathaway, Mrs C Hughes, Mr M Hurst, Mrs S O’Donnell, Ms S Southcombe, Mr C Swiecicki, Mr I Vaughan and Mr M Vaughan.
	2. Cllr D Maxwell, Mr P T Bird (Clerk).
2. **Apologies for absence:**
	1. Mr D Sharples
3. **Minutes of last Meetings:**
	1. The minutes of the Annual Parish Council were approved having been circulated.
	2. The minutes of the May Parish Council Meeting having been circulated were agreed as a true record.
4. **Public Participation:**
	1. **Police Comments.** The Clerk had written to PCSO Burrows re the results of traffic monitoring which had recently taken place – No response.
	2. **Councillor D Maxwell (NNC).** The councillor advised she was trying to obtain funds for the school to fund a new library facility.

NNC would continue funding midday meals for pupils who received Free School Meals and would also be funding the provision of clothing for some children.

* 1. **Electors.** None
1. **Matters arising from the minutes:**
	1. **No Parking Signs – Village Green Grant Application.** Advice had been received the grant had been approved and that payment would be made now that a progress report and photographs of the playground renovations had been submitted. See below
	2. **Kettering Energy Park.** No further developments to report although a request to formalise the “Objectors group” as a separate entity had been suggested.
	3. **Damaged Pavement 47/49 Highfield.** The Clerk had drawn a blank regarding having this repair carried out but NNC continued to argue that it was a right of way and not a pavement. He had referred the matter to Cllr Maxwell.
	4. **Post Office.** Mrs Hughes had spoken to the proprietor re parking on pavement etc.
	5. **Feast Fair.** Ian Taylor Fun Fair had confirmed arrival on 7th July, opening on 11th and 12th July 6pm-9pm and 13th July 2pm – 9pm. Clearing the green on 14th July.
2. **Planning Matters:**
	1. **Planning Decisions**:
		1. **None**
	2. **New Planning Application(s):**
		1. **2 Alledge Drive** NE/24/00339/FUL **Creation of vehicular access off Thrapston Rd.** Agreed to **object** on the grounds that no separation between the applicant’s property and pavement existed, electric pole would need to be re-sited, insufficient space to park four vehicles, driveway not 25m from centreline of Alledge Drive side road in accordance with highways guidance.
	3. **Other Planning Matters:**
		1. A meeting had been scheduled for the following week regarding the trees on Church Green (see May 2024)
3. **New Correspondence / Clerk’s announcements:**
	1. **Trees on Verges in Highfield.** The Clerk reported on a number of trees with low overhanging branches in Highfield. These had been referred to NNC / Highways.
	2. **Abandoned Trailer.** A further complaint re the trailer dumped in Highfield for many years had been received and this had been referred to NNC as an abandoned vehicle.
	3. **Request to use Church Green for wedding.** A request to use Church Green for wedding parking on 13 July had been received. Councillors approved with the usual proviso.
4. **Accounts For Payment:**

 Balance end of May 2024 **£31,721.25**

 **Less**

 2576 Mr P Bird – Clerk (53.5 hours) £460.00

 2577 P J Brett Grounds Maintenance £190.00

 2578 R&G Landscapes (verges) £387.90

 2579 NJ Searle (Internal Auditor) £50.00

 2580 Mrs D Bosworth Litter Picking (7 hours) £73.68

 2581 HMRC Income Tax £13.00

 DD122 Yu Energy Lighting Power £45.10

 DD123 Yu Energy Lighting Power £312.73

 £1,532.41 **£30,188.84**It was resolved that these invoices and amounts be approved for payment.

* 1. **Approval of Governance Statements.** The statements were read and approved in the affirmative and it was resolved that the document be signed by the Chairman
	2. **Internal auditors report.** The contents were noted.
	3. **Approval of Finance Return.** The figures were approved unanimously and resolved that the chairman countersigned the statement.
	4. N.B. Since the last PC meeting the council’s internal auditor had withdrawn their service. Councillors had agreed by email unanimously that Mr N Searle (former clerk at Brigstock) be appointed. This decision was re-affirmed.
	5. Councillors unanimously agreed to thank Mr Searle for stepping in at the last minute to carry out the internal audit and ask if he was willing to provide a similar service next year.
1. **No Parking Signs village green**
	1. The Council agreed that three signs be purchased and erected after the fair had departed. One at each end of the small green nearest the Dukes Arms, and a third on the large green halfway between the cairn and the memorial. Clerk to place order.
2. **Seats in Children’s Playground**.
	1. The clerk drew attention to the seats in the children’s playground. Oak boards could be obtained for approximately £75 or new scaffold boards of similar dimensions could be obtained for £36 for one of the seats. The other seat could be repaired with recycled plastic planks at a cost of £140 or replaced at a cost of approximately £590 although as the existing seat was set into the tarmac some remedial groundworks would also be required.
	2. Councillors approved the purchase of oak boards but deferred a decision on the second seat until they had inspected it.
3. **Playing Field Report**
	1. Mr Chapman had nothing to report.
4. **Report from Joint Action Group**
	1. Mr M Vaughan had nothing to report.
5. **Other Business for future meetings**
	1. Ms Southcombe suggested a “meet and greet”. Chair requested Ms Southcombe to bring a proposal to the next meeting (agenda item).
	2. **Overgrown Leys field** was mentioned – Clerk to speak to Drayton re cutting.

There being no further business the Chairman closed the meeting at 9:05pm.

Signed Date