

Minutes of the Annual meeting of Woodford Parish Council held on Tuesday 21 July 2020 in the schoolroom of the Baptist Church, Rose Terrace, commencing at 7.30pm

Social Distancing was strictly observed in this first meeting since March 2020

- Present:** Mr P Bird (chair), Mr G Banham, Mr N Chapman, Mrs A Fothergill, Mr M Hackney, Mrs R Hancock, Mrs J Hathaway, Mr M Hurst, Mr D Sharples, Mr D Stevens, Mr I Vaughan, Mr M Vaughan.
- In attendance:** Cllr D Hughes (ENC) and Cllr S Hughes (NCC), Mr P T Bird (Clerk)
- Apologies for absence:** Mrs S Robinson
- Minutes of last meeting:** The minutes of the March Parish Council meeting having been circulated, were agreed as a true record by those present. It was unanimously agreed that the Chairman sign them as such.
- Police Report:**
- 1: No Police were present.
 - 2: Mr M Vaughan advised that a JAG meeting would take place in August
- Comments from Electors:**
- 3: No members of the electorate were present.
- Cllr D Hughes Comments:**
- 4: Cllr Hughes advised he would not be standing for re-election next May. He drew attention to some of the occurrences over the past twelve months and his ongoing involvement with various young person's charities. He continued by saying it had been a pleasure to support the people of Woodford since 2003.
 - 5: Cllr Hughes advised he still had funds available for village causes should an organisation wish to apply.
- Cllr S Hughes Comments:**
- 6: Cllr S Hughes advised that she too would not be standing for the new unitary authority after representing the ward for 10 years. Cllr Mrs Hughes drew attention to some of the actions presently being undertaken by the County Council and the formation of the two unitary authorities.
 - 7: The chairman thanked the councillors for their support and wished them well for the future.
- Matters arising from the minutes and actions taken since the last formal meeting:**
- 8: **Vans in Newtown.** These had been removed by ENC. Thanks had been received from a resident and these had been forwarded to ENC
 - 9: **Woodford Feast Fair.** Event cancelled due to COVID crisis
 - 10: **Spraying – Children's Playground.** This took place in early April.
 - 11: **Footpath PE1.** This had been referred to Street Doctor and NCC had agreed and improvement would be carried out by NCC.
 - 12: **Replacement Streetlamps.** Two locations for lighting improvements had been identified, High Street and Church Street. This had been referred to Councillors who agreed to both locations by email. Expenditure had been approved previously and this increased the amount by about 40%, but could all be funded from previous year's surplus. The completion of the installation was still awaited – the lamp outside the old school in Church Street could not be done until the hedge was pruned to permit access to the base of the column, the Clerk had written to the resident. Clerk advised a request to have the lamp at the end of Sunnyside turned to the correct orientation over the pavement.
 - 13: **Accounts 2019/20.** The Accounts had been audited.
 - 14: **Verge Cutting.** Numerous small locations were not being cut due to the proximity of parked cars. The Clerk had tried to gain advance notice from the contractor on a number of occasions this year but without success – i.e. hours' notice had been received, but not the needed 24+ hours.
 - 15: **"Warren Gate" Church Street.** A request for logs to be located adjacent to the cattle grid to prevent cars blocking the route to the bridleway for horses had been sent to Drayton Estate but a response was still awaited.
 - 16: **White Lines in village.** Mr Stevens had asked the Clerk to contact Highways re the repainting of white lines. Highways had advised specific junctions would be repainted rather than across the whole area.

17: **Telephone Box.** During the lockdown a resident had set up a book swap in the telephone box without the permission of the owner – the Council. Bespoke shelving had been installed together with sanitisation products. The Council had requested the books be removed, as the phonebox (see below) was to be renovated, additionally it was inappropriate to store books there, due to access to the defibrillator. (n.b. It was subsequently understood that other phone boxes combine both). The books were removed and the “library” was hosted temporarily by the Dukes Arms.

Election of Chair:

18: Mr Bird thanked Councillors for their support and stood down as Chair. Nominations were sought for the position of Chair. Mr Sharples proposed Mr Bird, and Mrs Fothergill seconded. There being no further nominations Mr Bird retook the chair.

Election of Vice Chair:

19: Nominations were sought for the position of Vice Chair. Mr Hurst proposed Mr I Vaughan who was seconded by Mr Hackney. There being no further nominations, Mr I Vaughan agreed to take the position.

Planning Issues:

20: East Northamptonshire Council Decisions

a) **Proposed Kennels, Addington Rd.** 19/01238/FUL. The Clerk had drafted a response to ENC Planning meeting which had been presented by Mr Banham on behalf of the Council. Despite Officer recommendation that the application should be permitted, Councillors voted to Refuse the application. Thanks were expressed to Cllr Hughes for his support in this matter.

21: New Planning Applications

a) **4 Church Street, 20/00480/LBC** Construction of link building between outbuilding and house. **No Objection.**

22: Other Planning Matters

a) The Cowthick Plantation development had been permitted by Corby Council. Parishes on the A6116 route were petitioning the Secretary of State to “call in” the application.

New Correspondence:

23: **Proposed Kennels, Addington Road.** A letter of thanks from a Mr Cross thanking the council for the stance taken against this application was read out.

24: **Playing Fields.** A request from the “Club” to erect a storage area adjacent to the re-sited container used for tractor storage was received. A container and fenced secure area would be used to store equipment out of season. It was understood the old “Pre-School” was used for some storage, but was no longer secure. Clerk was asked to respond requesting details of size and how the security of the area (e.g. fencing) would be achieved. ENC should also be consulted re the need (or not) for Planning Permission.

25: **The Shrubbery.** Drayton had written advising that due to “Ash Dieback” being prevalent in The Shrubbery a significant number of Ash trees would need to be removed. Some other trees would also be removed to permit regeneration, and 1,500 saplings would also be planted. Work would start in late summer. Footpaths would remain open but diversions would be set up and their use encouraged.

26: **Trees – Church Green.** A request from the resident of River View that two trees on the green to the south of the property be reduced in size was discussed. Councillors were of the opinion that the trees should only be considered for reduction if they were either dangerous or were causing structural damage.

27: **Tree in Highfield.** A resident had contacted the Chairman regarding the removal of a tree in Highfield due the size of the specimen. The resident had been advised that branches overhanging their property could legally be removed however, any other works would need the permission of the owner of the tree. The Clerk had made subsequent enquiries and ENC had finally responded that the verges were all owned by NCC. Whilst this enquiry was ongoing the tree in question had been removed. Neither the contractor nor who had given permission was known.

Finance:**Account balances brought forward**

Current Account	4,765.19
Interest Account	6.05

£4,771.24**Plus**

Highways Reimbursement (verges)	£442.65
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Balance 31 March 2020**£5,213.89****Less**

Less April Expenditure	
2286 Mr P Bird Clerk	£360.00
2287 Mrs D Bosworth Litter Picking	£52.32
2288 Mr D Cullum Village Green Maintenance	£168.00
2289 Mr D Incles Playground Spraying	£70.00
2290 E.on Quarterly lighting maintenance	£371.59
2291 Mr D Cullum – Fuel	£23.54
2292 R&G - Verges	£268.19
DD53 Opus Energy - Lighting Power	£443.53

£1,757.17Approved by email 21 April 2020 **£3,456.72**Plus Precept **£10,250.00****£13,706.72****Less May Expenditure**

2293 Mr P Bird – Clerk	£360.00
2294 Mr D Cullum – Village Greens	£84.00
2295 R&G – Verges	£315.87
2296 Came & Co – Insurance	£416.73
DD54 Opus Energy – Lighting Power	£382.63

£1,559.23Approved by email 19 May 2020 **£12,147.49****Less June Expenditure**

2297 Mr P Bird – Clerk	£360.00
2298 Mrs D Bosworth	£78.48
2299 Mr D Cullum	£84.00
2300 R&G – verges	£268.19
2301 Mr D Cullum – fuel	£28.61
2302 HMRC - Income Tax	£84.00

DD55 Opus Energy – Lighting Power **£361.84** **£1,265.12**Approved by email 16 June 2020 **£10,882.37**Plus VAT Refund 2019-2020 **£2,011.45****£12,893.82**

Less July Expenditure	
2303 Mr P Bird – Clerk	£360.00
2304 Mrs D Bosworth – Litter Picking	£78.48
2305 Mr D Cullum – Village Green Maintenance	£56.00
2306 R&G – Verges	£315.87
2307 Ady Pendred – Noticeboard enhancements	£276.00
2308 E.on Quarterly Maintenance	£371.59
2309 Mr D Cullum – fuel costs	£23.98
DD56 Opus Energy Lighting Power Supply	£332.16

£1,814.08**Balance Carried forward****£11,079.74**

28: Mr I Vaughan proposed, Mrs Hancock seconded, and it was unanimously agreed that the above accounts be approved for payment.

Year End Accounts 2019/20:

- 29: Councillors unanimously approved the Certificate of Exemption 2019/20 certifying that turnover for the said year was less than £25,000. The Chairman signed the statement.
- 30: The Annual Governance Statement for 2019/20 was considered and approved for signature by the Chairman and was duly signed.
- 31: The audited Accounting Statement for 2019/20 was considered and approved unanimously and the Chairman duly signed the statement.
- 32: Councillors asked the Clerk to thank Mrs Davies for once again auditing the accounts.

Employee Pay Review:

- 33: **Litter Picker.** The Clerk advised that the Litter Pickers pay had been revised with effect of 1 April to reflect the change to the National Minimum Wage (£8.72 up from £8.21, 6.21%)
- 34: **Clerk and groundsman** – Presently £360pcm and £8.75ph. Councillors commented that public servants had recently been awarded an across the board pay rise. Clerk to ascertain value and include on next meeting's agenda. Mr Chapman said he was against any pay rises being awarded.

Telephone Box restoration:

- 35: The Clerk advised that the cost variation for the Telephone Kiosk renovation was between ££ and £750. The main difference in cost being whether the door was repaired with "filler" or a replacement piece of timber. Mr Chapman advised he would repaint the kiosk free of charge if a replacement door could be sourced if the council would pay for materials. Clerk was asked to obtain quotations.
- 36: Mrs Hancock, on behalf of the Jubilee committee, presented a cheque to the value of £300 towards the overall cost of the work.

Provision of Dog Bin – Church Street:

- 37: **Dog Bin Church Street.** A request for a dog bin by a resident had been received. The Clerk explained the cost of installation (£215) and also the ongoing cost (£56pa) for weekly emptying. Support would also need to be gained from local residents. If support was received and the Council requested the installation ENC would evaluate the location.

Highways Warden:

- 38: Mr Stevens had no further comments to add.

Playing Fields Representative:

- 39: Mr Chapman advised that the investment by the Northants FA in the pitches was already showing dividends and the grass was looking considerably better quality.

August Meeting:

- 40: The need for a Parish Council meeting in August was briefly discussed. Agreed the Clerk would compile a draft agenda and circulate. Councillors would then decide whether a meeting would be held or business be deferred until September.

Any other Business:

- 41: It was agreed to send a letter of "thanks" to Mr Suman at the Post Office and the team at the Medical Centre for continuing to provide a service to the village through the COVID epidemic.
- 42: Mr Banham reiterated the Chairman's thanks to Cllrs Hughes for their service to the village over the past years.

There being no other business the Chairman declared the meeting closed at 8.35pm.

Signed

Dated