

**MINUTES OF THE PARISH COUNCIL MEETING
OF
WICKEN PARISH COUNCIL**

On Wednesday 7th May 2014

In The Village Hall, Wicken at 7.00 pm

22/14 Attendance and apologies; To receive and accept any apologies.

Cllr. Philip Ivens - Chairman
Cllr. Lynda Clark
Cllr. Richard Edmondson
Cllr. Celina Franklin
Cllr. Jef Williams,
Cllr. Alan Cartwright, **Apologies accepted**

Ruth Millard - Clerk

In attendance;
County & District Cllr Allen Walker, **Apologies accepted**
Dist. Cllr. David Aaronson,

Public 2

23/14 Members Interests; Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Wicken Parish Council Code of Conduct to Members and by the Localism Act 2011. None were declared.

24/14 Election of the Chairman; Cllr Jef Williams proposed Cllr Philip Ivens to be the Chairman for 2014/15, Cllr Celina Franklin seconded the proposal, all the Council agreed.
Resolved: Cllr Philip Ivens will be the Chairman for the year 2014/15.

25/14 Election of the Vice Chairman; Cllr Jef Williams proposed Cllr Alan Cartwright to be the vice Chairman for 2014/15, Cllr Celina Franklin seconded the proposal, all the Council agreed.
Resolved: Cllr Alan Williams will be the Vice Chairman for the year 2014/15

26/14 Co-option of a Councillor; Cllr Jef Williams proposed that Richard Forman be co-opted onto the Parish Council, Lynda Clark seconded the proposal, all the Council agreed.
Resolved: That Richard Forman is co-opted onto the Council.

27/14 Minutes of the last Meeting; Held on Wednesday 5th March 2014.
Resolved; That the minutes from the Parish Council Meeting held on Wednesday 5th March 2014, be approved and signed as a true record.

28/14 Review and adoption of financial regulations 2014. The Clerk had circulated the Financial Regulations revised by NALC in 2013, with amendments relevant to Wicken Parish Council, for the Council to consider.
Resolution: that the NALC Financial Regulation 2013 be approved and adopted.

29/14 Review of standing orders. The Clerk had circulated the Standing Orders revised by NALC in 2013, with amendments relevant to Wicken Parish Council, for the Council to consider.
Resolution: that the NALC Standing Orders 2013 be approved and adopted.

30/14 Review of inventory of land and assets including buildings and office equipment. The Clerk had circulated the Assets Register for 2013. The Council confirmed that there hadn't been any new purchases in 2013/14.
Resolution: that the Assets Register be approved as correct.

31/14 Confirmation of arrangements for insurance cover in respect of all insured risks. The Clerk confirmed that the Council was Insured with Allianz Insurance plc, renewal date of 06th September 2014.
Resolved: that the confirmation be noted.

- 32/14 Review of the council's complaints procedure.** The Clerk had circulated Wicken Parish Council complaints procedure, amended as relevant to the Parish Council, for consideration by the Parish Council for adoption.
Resolved: that the complaints procedure be approved and adopted.
- 33/14 Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998;** the Clerk had circulated Council's procedures under FOIA 2000 and DPA 1998.
Resolved: that the procedures be approved and adopted.
- 34/14 Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.**
Resolved: that the Councils General meetings commencing in July be on the first Wednesday in alternate months. The next Annual Meeting of the Council will be Wednesday 6th May 2015
- 35/14 Annual Return;** Section 1 – Accounting statements 2013/14. With the information of the 2013/ 14 year end accounts, the Council considered section 1 of the Annual Return.
Resolution: that the Accounting Statement be approved and signed as a correct record.
- 36/14 Annual Return;** Section 2 – Annual Governance Statement 2013/14. The Council considered the Annual Governance Statement.
Resolved: That the Annual Governance Statement be approved and signed as a correct record.
- 37/14 Matters arising.**
- a. Highways and footpaths;**
- i. Leckhamstead Road Drains;** the contractors will be starting on the Leckhamstead drains yesterday, this will alleviate the flooding further down the village.
- ii. A422 Diversions;** the Council discussed actions to stop lorries using Deanshanger as a thoroughfare. A councillor proposed a sign 'Limit access to 7.5 tons weight restriction, apart from loading and unloading'. Cllr David Aaronson said he would discuss with the Police.
Resolved: That Cllr David Aaronson would discuss with the Police if putting up such a sign that had been discussed.
- b. Village Hall;**
- i. Updates regarding Letting;** the Chairman reported that a Nursery Company were interested in letting the Village hall, with a start date of September 2014. The lease is in the hands of the Solicitor. A Councillor questioned, if this company did not take on the lease, should the Council put the building in the hands of an Agent to lease out?
Resolved: That the Council leave this item in abeyance while the Chairman contacts the Solicitor for an update.
- ii. Village Notice boards;** the Notice board on St. John's Lane is in need of refurbishment. Mr Millard has agreed to refurbish the Notice board at £15.00 per hour. The time will take about 4 hours.
Resolved: That Mr Millard refurbishes the Notice board at minimal cost.
- c. Playground;** the Clerk reported that she had contacted Wickstead play equipment, with regard to them completing some of the remedial work needed on the play equipment. She was informed that the inspection was due. She had arraigned for the inspection to be undertaken. The inspector had been out and had telephoned her from the Park to say that 2 of the swing seats were at high risk and needed to be removed. She had asked her husband to remove the 2 seats. She showed the Council a catalogue with the identical Wickstead seats. She proposed that the Parish Council purchase the seats and her husband would replace the old ones.
Resolved; that the Clerk purchases the Wickstead seats, and Mr Millard replace the old seats with them.
- 38/14 Planning;**
S/2014/0462/LBC & S/2014/0462/FUL The Old Bakery 36 Cross Tree Road Wicken. Demolition of existing conservatory and replacement with single storey extension.
Resolved; No Objections
S/2014/0470/MAF Mountmill Farm Stratford Road Wicken. Solar Park. The Council discussed the Plans and the s106 money that the applicant had on offer in the application. The Councillors voted, and 1 against and 5 in favour of support of the application with conditions.
Resolves; The Parish Council resolved that it would not object to the granting planning consent subject to the following:

1. The applicants agreeing with the Council's landscape officer a detailed planting scheme around the site, paying particular attention to the extended landscaping closest to Dagnell Farm and the landscaping along the A422

frontage, this scheme to ensure that the solar farm is not visible from Dagnell Farm or its approaches and that visibility from the main road is minimised. Also to the applicants being required to enter into a legally binding agreement to maintain this landscaping including the hedge height to the A422 for the duration of the solar farm, this agreement to bind successors in title.

2. The applicants entering into a unilateral undertaking as offered to the Parish Council in a form acceptable to the Council's solicitor who should ensure that:

- The undertaking provides for a payment of £10,000 pa to Wicken Parish Council for 25 years
- The agreement will be binding on the applicants and their successors in title
- The agreement will be binding on the applicants on commencing development notwithstanding any changes that may be made to the proposals.

39/14 Finance;

a. **Accounts for Payment;** Details of financial payments required for the month had been circulated and the month end for April 2014 bank balance figure after income and expenditure during the month.

Payee	POWER	Cheque Number	Amount
Northants CALC, Subscription 2014/15		000546	205.81
Eon, street lighting		000547	184.02
AH Contracts, March 2014	Litter (animal Droppings) Order 1991	000548	14.40
ER Millard, April Remunerations	LGA 1972 s111	000549	92.90
ER Millard, May Remunerations	LGA 1972 s111	000550	92.90
ER Millard, Expenses Sept '13– March '14	LGA 1972 s112	000551	150.00
GJ Millard, repair of notice board		000552	44.27

Receipts – 30th April 2014

Name	Reason	Amount
....1706	Interest – 11.03.2014	0.03
....8268	Parish Precept	2205.00

Account Balance – 31st April 2014

....1706	747.33
....8268	4010.73
TOTAL	4758.06

Resolved; that all payments presented be signed and paid.

b. **To review and sign the Clerk's Job Contract;** The Contract had been circulated.

Resolved; that the Contract should be signed by the Chairman on behalf of the Council.

40/14 Correspondence Circulars and Consultations; the Council noted the following correspondence;

21.05.2014 Rubbish in brook rear of 2 Cross Tree Road Wicken.

Resolved: That a member of the Council would initially speak to the occupiers of 2 Cross Tree Road. The Parish Council would then monitor that the brook was kept clear of vegetation.

Resolved; that the email from Terry Levitt is noted and the Chairman and Clerk write a letter to SNC regarding the rubbish in the brook, as pictured and ask for their help in its removal

The Clerk was also asked to reply to Ian Howett regarding his email at the last meeting.

41/14 Date and time and venue of the next meeting; The next Parish Meeting will be held at the Village Hall, Wicken on Wednesday 2nd July 2014 at 7.00 pm

The Chairman closed the meeting at 8.20.

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