



## WOODNEWTON PARISH COUNCIL MEETING MONDAY 6<sup>th</sup> April 2020 REMOTELY at 8.00PM

### (DRAFT) MINUTES

**Present:** Cllr Hansford (Chairman), Cllr Neville (Vice Chairman), Cllr Blackmore, Cllr Flack, Cllr Jenner, Cllr Guttridge and Amy Miller (Clerk and RFO)

#### **1. Declarations of Interests from Councillors**

None

#### **2. Apologies for absence**

None

#### **3. Public Time**

No members of the public requested to join.

#### **4. Minutes of Meeting Held on 2<sup>nd</sup> March 2020**

The Minutes of the Meeting held on 2<sup>nd</sup> March 2020, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

#### **5. Matters arising from Previous Minutes (not covered elsewhere on Agenda)**

None

#### **6. COVID – 19 Update**

The Clerk updated on changing regulations during these unprecedented times. This covered the change in legislation allowing conference call style meetings during lock down and social distancing restrictions. The Clerk noted they were still awaiting guidance on the postponed Annual Parish Meeting due to have been held April 7<sup>th</sup>, 2020. There was no requirement to hold an Annual Meeting of the Council as Elections had been postponed until May 2021, however the Annual Meeting could be held at the discretion of all members of the Council.

The Village Clean Up Day due to be held April 4<sup>th</sup> was cancelled.

The Council's Year End Audit timelines were still being reviewed by Government with possible extensions, but the Clerk was confident that with Council Agreement on the agenda items 13 and 14 current timelines could be met with the internal audit being conducted remotely. Requirements for the external audit still hadn't been released to the Clerk having been delayed by the auditor PFK Littlejohn.

Cllr Guttridge updated on the Woodnewton Support Group. Currently standing at 50 volunteers and 4 villagers who manned the volunteer phone line and allocated requests as they came in amongst the volunteers. To date there had been about 35 requests mostly for shopping and prescriptions. There had been a further Support Group Letter distributed to mailboxes detailing local services for groceries and food for those self-isolating or not wishing to venture out.

£150 had been received in donation money for those not having cash to cover grocery requirements but so far this hadn't been required and funds unused at the end would be returned.

The support group had also linked in with the wider ENC support networks available but though current levels were manageable at present within the smaller group of Woodnewton Support.

The Parish Council wished to thank all those volunteering and manning the requests; and praised the swift response of those who set up the support group. Council REQUESTED the group to come forward if the Parish Council could help more.

## 7. Speeding in and through the Village

Cllr Blackmore updated at the meeting that the speed detection sign was working well, however during lock down there had been a significant reduction in the volume of the traffic in and through the village. It was **AGREED** by the councillors following the suggestion from a Member of the Public to move the speed display to the corner of Orchard Lane facing up Nassington Road.

## 8. Planning

(1)19/011803/FUL – Willowbrook Barn – The Council **NOTED** planning had been refused.

## 9. Playing Fields/Playground.

(a) **Monthly Playground Inspection Report** – No report was received due to closure of the playground during the COVID – 19 outbreak. Reports would be suspended until further notice.  
(c) The Clerk commented on the tidiness of the playing fields noting cones around the goal posts and the remnants of the bonfire still needing to be dealt with. It was **AGREED** this would to be addressed when it was safer to do so.

## 10. Cemetery

The Clerk updated on the resolution of the number of plots required for the upcoming Interment expected in May.

Council had **AGREED** in March that a brown bin should be ordered for the cemetery and requested the clerk to do this at a cost of £55 per year.

## 11. Accounts

Council **AGREED** the following payments by BACS:

Clerk Salary (February)	£268.45
Clerk Extra Hours (computer)	£284.97
Ink Cartridge	£31.00
Wicksteed parts for play area	£7.40+VAT
Village Hall Hire (Jan, Feb, Mar)	£36.00

Council **NOTED** the Income

HMRC VAT rebate	£544.64
JG Cross Memorial Stone	£45.00
Woodnewton Players	£12.00
Insurance Claim	£467.47

## 12. Allotments

Cll Flack updated on faulty tap issues that had since been resolved. Council also **AGREED** to put on hold the extension of the water supply whilst COVID – 19 restrictions were in place.

## 13. Year End Accounts

Council **AGREED** the year end income and expenditure accounts presented by the Clerk, and the reconciliation of these to the end of year bank statement were a fit and proper record. Council **APPROVED** the use of these figures for both the Internal and External Audits due to be held over the following months.

## 14. Asset Register

Council **AGREED** the asset register was a fit and proper record of assets held as at the end of 2019/20 **SUBJECT TO** the addition of the new LED street light lanterns at a cost of £12,654.00.

## 15. Correspondence

- (a) Parish Council Pre-Election Briefing Oundle 12/03/20 - CANCELLED
- (b) Calor Rural Community Fund 10/03/20 – Closing date
- (c) Good Neighbours Scheme Northamptonshire ACRE 10/03/20 - CANCELLED
- (d) Outdoor Play Equipment Conference booked 26<sup>th</sup> June Cllr Blackmore booked
- (e) Off to a Flying Start Course booked 2<sup>nd</sup> June Cllr Guttridge booked
- (g) Grass cutting, first cut of church yard completed in March

## 16. Councillors' Opportunity to Update Colleagues

Cllr Jenner noted the post and rail (to prevent children running on to road) at the Main Street end of the jitty to the Paddocks was rotten. Mr Dannell had kindly agreed to fix this. The Parish Council would like to thank Mr Dannell for his efforts.

The Clerk mentioned the footpath sign on Pound Lane had rusted through at the base and was laying on the ground. Cllr Neville agreed to register this on the Fix My Street site.

Cllr Flack updated the footpath obstruction on Orchard Lane from an overgrown bush had been cut back and was no longer an issue.

Cllr Hansford highlighted the improved road resurfacing on Main Street and requested a quick thank you be extended to our local Councillor Annabel de Capel Brooke for expediting the process.

Cllr Hansford on behalf of all the Woodnewton Councillors thanked the Clerk for her extra work, keeping everyone abreast of the changing legislation, requirements and requests during these unusual times.

## 17. Date of Next Meeting

Monday 4<sup>th</sup> May 2020 at 8.00pm remotely. Link available from the Clerk.

## 18. Close of Meeting

The Chairman closed the meeting at 21.10

Chairman's Signature.....

Date 4<sup>th</sup> May 2020

Prepared by Amy Miller Clerk and RFO

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13<sup>th</sup> April 2020

## Appendix

Year End Expenditure and Income Detail.

Year End Bank Account Reconciliation

2019/20 Asset Register.

