



WOODNEWTON PARISH COUNCIL MEETING TUESDAY 3rd MAY 2022, Village Hall after the Annual Council Meeting – Expected 8.20PM

(DRAFT) MINUTES

Present: Cllr Hansford (Chairman) Cllr Neville (Vice Chairman), Cllr Blackmore, Cllr Guttridge Cllr Phythian, Cllr Goodall, and Amy Miller (Clerk and RFO) one resident.

1. Declarations of Interests from Councillors

None

2. Apologies for absence

Cllr Swallow

3. Public Time

One member attended to discuss the planning application in 9(a)

4. Minutes of Meeting Held on 14th March 2022.

The Minutes of the Meeting held on 14th March 2022, 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. Church Yard (Cllr Phythian)

Cllr Phythian updated that we had commenced with the new cutting regime in line with the rewilding project. Fewer cuts over the summer, but we would see how this went as there were concerns over the build-up of longer cuttings not decomposing quickly enough. This may result in increasing the cutting frequency. Cllr Phythian had met with both contractors who agreed to see how the new regime goes.

7. Speeding in and through the Village

Cllr. Blackmore updated. The speed cameras are working well and acting as a good deterrent as shown in the data they gather. The reports that are produced month on month will give us good indicators, particularly when we have the third camera in action. Cllr Swallow is still chasing the pole required from ENC Highways.

8. Playing Fields/Playground

- (a) The monthly playground report had been carried out by Cllr Neville who noted some tree trimming was required near the bench and that on the shop a plaque had come off exposing some nails that needed to be knocked in. Also, some repainting was still required. It was noted the football nets were not repairable and would need to be replaced - **JUNE AGENDA item.**
- (b) Cllr Blackmore updated that he had ordered the replacement post and fitting for the adventure trail from Playdale.
- (c) A copy of the allotment deeds has come to light and help has been offered to commence registration with the Land Registry.
- (d) Cllr Blackmore to look at the tiles underneath the slide that were coming loose.
- (e) As part of the Kurt Grunseid Donation, Cllr Blackmore had located a bespoke outdoor furniture company who would custom make the picnic bench with engraving along both edges – the order has been placed with agreement from and thanks to the Grunseid Family. The seesaw quote (also part of the donation) from Wicksteed had been updated removing the cost of the adventure trail post fitting, to be ordered shortly.
- (f) It was **NOTED** for the next agenda the **APPROVAL** for the 50% deposit payment to Fresh Air Fitness for the adult exercise equipment on confirmation the funds had been released from GrantScape.

9. Planning

- (a) NE/22/00028/TCA/- Change of use of land from paddock to form part of a residential curtilage – Kite Barn. This was discussed with no further objections if the timber garage remains within the village permitted development boundaries known as the building line. The clerk to communicate this to the planning office.
- (b) NE/22/00154/FUL – Church End Cottage – Permitted.

10. Accounts

As at 30/04/2022 the bank balance stood at £34,143.00

To **AGREE** the following payments:

Clerk Salary (March)	£440.00
Clerk Microsoft 365	£59.99
Flagpole	£154.56
Playdale	£1,122.29
GrantScape	£1,939.00
RJC (grass cutting)	£264.00
Village Clean Up Expenses	£20.97
Memorial Plaque	£34.68
Salix DD	£385.10

To **Note** the following remittances:

Crowson's	£235.00
Highways Gras Cutting Grant 2021	£464.06
Kurt Grunseid Estate	£1,460.80
Annual Precept (expected 30/04)	£16,172.00

11. 2021/2022 Year End Internal and External Audit

Council **NOTED** that the expenditure of £25,981 for the year breached the £25,000 limit triggering an external audit requirement.

- (a) Council **CONSIDERED** and **APPROVED** the Internal Audit Report. Annual Governance Statement 2021/2022 presented by the Clerk/RFO. The Statement was signed by the Chairman.
- (b) Council **AGREED** the Annual Governance Statement 2021/2022 presented by the Clerk/RFO. The Statement was signed by the Chairman.
- (c) Council **AGREED** the Annual Accounting Statement 2021/2022 presented by the Clerk/RFO. The Statement was signed by the Chairman.
- (d) Council **AGREED** the Period for the Exercise of Public Rights to inspect the Council's Accounts, as recommended by the auditor, Monday 13th June 2022 to Friday 22nd July 2022. This was signed off by the Chairman.
- (e) Council **AGREED** the Analysis of Variances using the proforma supplied by the auditors and the Bank Reconciliation prepared and presented by the Clerk/RFO by the auditor which would be submitted to the External Auditor. These were signed off by the Chairman.

12. Annual Memberships

It was unanimously **AGREED** to continue memberships with NCALC and ICO.

13. Allotments

Cllr Goodall to move forward with hiring a man and a digger to finish clearing the last allotment and 'pushup' the bonfire prior to the Jubilee Beacon Lighting.

14. Church Yard

Planning had been applied for the horse chestnut tree works in the Church Yard.

15. Asset Mapping Project

The project has been completed and the grant of circa £220 accepted.

16. Jubilee Celebrations

An **AGREEMENT** on the site for the flagpole was determined, this would be outside the children's play area near to the playground sign. Cllr Hansford updated that he now has a small Jubilee Celebrations Committee to help organise the events.

17. Village Clean Up Day

The event was well attended, a big thank you to all who helped. There was a large turnout of over 30 residents, some new faces and everyone enjoyed the refreshments served by Sue Goodall – thank you. Much was achieved and I am sure clear for all to see, the brambles etc on the corner of Orchard Lane/Main Street, various clearings along Main Street and a busy working party cleaning and painting in the playground.

18. Ongoing

An agenda item to **CONSIDER** items to be included on the agenda going forward and discussed as appropriate – it will be entitled rolling agenda items so they are not forgotten but may not always be discussed.

- (a) Village Information Boards

- (b) Verges – flower/bulb planting ideas
- (c) Dog waste bins - clerk liaising with NNC black bins can be used for dog waste
- (d) Large poppies for the village 2022 i.e., lamp posts. – **AGENDA item for June**
- (e) Church Wall Survey
- (f) Tender for annual Insurance – Renews June 1st – increase value of street furniture and playground equipment.

19. Correspondence

- (a) Internal audit Friday 29th April completed.
- (b) JAG meeting 21st April –further discussions on the shape of this meeting going forward.
- (c) Internments 22nd/28th and 29thth April had been carried out in Woodnewton Cemetery
- (d) Request for bouncy castle 11th June was noted and AGREED subject to a copy of the liability insurance being provided to the Parish Council.

20. Councillors' Opportunity to Update Colleagues

It was noted Cllr Swallow had amassed 12 bags of rubbish predominantly drink cans and plastic bottle in his village litter picking endeavours.

21. Woodnewton Newsletter

It was **AGREED** the next monthly newsletter would feature the village plans for the Jubilee Celebrations.

22. Date of next Meeting

The date of the next meeting would be Monday 6th June 2022

23. Close of Meeting

The Chairman closed the meeting at 21.32

Chairman's Signature.....

Date 6th June 2022

Prepared by Amy Miller Clerk and RFO

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10th May 2022

