

## WAPPENHAM PARISH COUNCIL

**Minutes of the ordinary meeting of Wappenham Parish Council held on Tuesday 3<sup>rd</sup>  
April 2007 in Wappenham Village Hall, Wappenham at 7:30 p.m.**

**Present:** Councillors Featherstone (Chair), Kappler, King, Marshall, Wickham,  
Liz Hart

		<b>Action</b>
<b>818</b>	<b>Apologies</b>  Apologies had been received from Mr Wilson and Mr Miller. These were accepted by Council.	
<b>819</b>	<b>Approval and signature of the Minutes of the Ordinary Meeting held on 20<sup>th</sup> February 2007</b>  These were approved and duly signed and dated by Mr Featherstone.	
<b>820</b>	<b>Matters arising from the Minutes of the meeting held on 20<sup>th</sup> February</b>	
<b>801</b>	Mr Miller to liaise with Aktins regarding Highbridge Road – <i>carried forward</i> .	<b>Cllr Miller</b>
<b>809</b>	Clerk signed the amended contract. Clerk to retain and forward a copy to Mr Featherstone.	<b>Clerk</b>
<b>811</b>	Register of Interests – Clerk received forms from Mr Featherstone and Mrs Kappler – all other Councillors to submit forms to Clerk asap. Clerk to email out forms.	<b>Cllrs King, Wilson, Marshall, Miller, Wickham Clerk</b>
<b>814</b>	Ben Smith had not received the Agenda by email – Clerk to check email address.	
<b>815</b>	Council discussed utilising the Post Office; Mr Featherstone will check for suitable accounts and report back to the next meeting – <i>carried forward</i> . Mrs Wickham will liaise with the Village Hall Committee who is to discuss if the Clerk may hold a key permanently – <i>Clerk now has a key</i> .	<b>Cllr Featherstone</b>
<b>816</b>	Eileen's tree – correspondence had not been forthcoming. Mr Featherstone will chase up.  Mr King to speak with Mr Reynolds ref tree replanting - <i>carried forward</i> .	<b>Cllr Featherstone</b>  <b>Cllr King</b>
<b>821</b>	<b>Housing Needs Survey – Nadeem Khan</b>  Mr Featherstone welcomed Jo Harrison and Nadeem Khan to the meeting. Nadeem explained the process whereby the signed off survey would be distributed to all households and in considering the results, the current stock would be compared to the waiting list.  The Council agreed to raise awareness of the survey via: <i>The June newsletter</i> <i>WIZ</i> <i>The noticeboards</i> <i>Organising a mailshot</i> <i>The website</i>  Timescales as follows were agreed:	

Awareness building – second half of May  
 Open Day at Wappenham Village Hall – 19<sup>th</sup> June 3 – 7pm – clerk to book  
 Surveys to be delivered by hand (by Councillors) w/c 11th June  
 Analysis of results to be returned to WPC in September – as the surveys will be  
 distributed by hand, a high rate of return is anticipated (40-50%).

Clerk/SNC  
 Cllrs

822 Finance

Financial Statement

<b>Cash and Investment Accounts at 25<sup>th</sup> March 2007</b>	
Current Account - A +L	983.73
Deposit Account (Post Office)	1422.05
Petty Cash	6.09
Less unpresented cheque no 416 (BDO)	70.38
<b>Total</b>	<b>2341.19</b>

Clerk confirmed that BDO had no record of having received the cheque which was posted in early January. It was proposed by Mr King, seconded by Mrs Wickham that the financial statement be accepted and a new cheque raised as necessary. All in favour.

Bills for Payment

<b>Bills received</b>	
NALC Membership 2007/8 (£87+ 5 electronic Update)	92.00
NALC Internal Audit	68.00
<b>Total</b>	<b>160.00</b>

Regarding NALC membership, Mrs Wickham proposed, seconded by Mrs Kappler that Council renew membership with NALC. All were in favour. Regarding the NALC internal audit, Miss Marshall proposed, seconded by Mrs Wickham that Council appoint NALC as internal audits for both y/e 2007 and 2008. All were in favour.

Budget review

Date: April 2007						
	<u>Y/E/2006/7</u>	<u>Comparison of actual versus budget income and expenditure</u>				
	Budget	Actual	Variance	Reason for Variance		Budget 2007/8
<b>INCOME</b>						
Precept	1300	1300	0.00			1600
Other (interest)	30	42.49	-12.49	interest rate		30
<b>Total</b>	<b>1330</b>	<b>1342.49</b>	<b>-12.49</b>			<b>1630</b>
<b>EXPENDITURE</b>						
Staff Costs	252.50	252.50	0.00			1,000.00
ACRE	0.00	0.00	0.00			0.00
Auditor Fees (external)	76.00	146.88	-70.88	Late payment from y/e 2005		85.00
Insurance	338.01	325.01	13.00			350.00
NALC	0.00	0.00	0.00			90.00
Village Hall Fees	120.00	120.00	0.00			120.00
Other	60.00	0.00	60.00			80.00
			0.00			
<b>Total</b>	<b>846.51</b>	<b>844.39</b>	<b>2.12</b>			<b>1,725.00</b>
<b>Net gain/loss</b>	<b>483.49</b>	<b>498.10</b>	<b>14.61</b>			<b>-95.00</b>

Mrs Kappler queried the amount of the insurance, given that the Council has no assets to insure. Mr Featherstone emphasised the high cost of public liability and fidelity insurance. It was noted that the budget for 2007/8 did not make provision for any election cost or an internal audit fee.

**823 Pathfinder Project Update**

The next meeting will be in May.

**824 NCC request for Council to consider being involved in Adult Learning Service**

As the parishioners would be involved in the affordable housing survey as well as the Village Design Statement it was decided not to proceed at this stage but to request being kept informed of progress.

**Clerk**

**825 Election Update**

The date of the AGM was set as Tuesday 15<sup>th</sup> May at 7pm with the Housing Survey to be on the Agenda.

**Clerk**

**826 Correspondence**

Information from G2 T-Mobile had been received regarding a mobile phone mast planned for Slapton Church.

**827 Agree Dates for Future Meetings**

The date for the AGM and Parish Meeting having already been agreed as 15<sup>th</sup> May, it was felt that the next council should select future dates to fit in with their commitments.

**828 Any Other Business**

Mrs Wickham reported that the Village Hall Committee was currently without a Chairperson; Council expressed concern that its charitable status may be compromised if this were not resolved.

The meeting closed at 9:05 p.m.