

WAPPENHAM PARISH COUNCIL

Draft Minutes of the ordinary meeting of Wappenham Parish Council held on Tuesday 20th February 2007 in Wappenham Village Hall, Wappenham at 7:30 p.m.

Present: Councillors Featherstone (Chair), Kappler, King, Miller, Wickham, Wilson
Liz Hart

Action

806 Apologies

Apologies had been received from Miss Marshall.

807 Approval and signature of the Minutes of the Ordinary Meeting held on 9th Jan 2007

These were approved and duly signed by Mr Featherstone.

808 Matters arising from the Minutes of the meeting held on 22nd November

801 Highbridge Road: Mr Miller had a site meeting with John Robinson (Atkins) regarding the pathway today. It is now proposed to kerb the verge on the roadside, raising the path to meet the road level. Mr Miller will liaise with John Robinson for an update in two week's time.

Cllr Miller

803 Village Design Statement and Action Plan: a copy was passed to Mr Miller to burn on to CD before passing on to Mr King. This will ensure that all Councillors now have a current copy of the VDS.

804 Precept – the precept figure of £1600 agreed at the January meeting has been communicated to SNC.

809 New Parish Clerk

Mr Featherstone introduced Liz Hart to the meeting as the current Clerk for Helmdon. Mrs Wickham proposed, seconded by Mrs Kappler, that the job description and contract of employment be accepted by the Council. All in favour.

Mr Wilson proposed, seconded by Mr Miller, that Liz Hart be offered the position of Parish Clerk. All were in favour. Liz agreed to sign the contract of employment once she had checked through its contents; Mr Featherstone welcomed Liz to the Council.

810 Parish Council Risk Policy plus Risk Assessment

The audit report for y/e 2006 had highlighted the need for a risk policy to be in place. Paul Featherstone had circulated a policy detailing the management of risks for Wappenham Parish Council with action points for the Cllrs, Chair and Clerk. Mr Miller proposed, seconded by Mrs Wickham that the policy be adopted by the Council. All were in favour.

811 Notification by 'Member of Local Authority' financial or other interests

The Register of Interests forms were distributed to be returned to the Clerk at the next meeting.

Mrs Wickham voiced a note of thanks to Mr Featherstone for his efforts in organising the required documentation over the last few months.

All Cllrs

812 Planning Application: S/2007/0148/P - Erection of porch to rear

Mrs Wickham declared an interest in the above. After discussion which yielded no adverse comments, Mr King proposed, seconded by Mr Wilson, that Council support the application. All in favour.

813 Planning Application: S/2007/1067/P - Conversion of Outbuilding to ancillary accommodation

Mr Miller observed that precedents regarding the implementation had already been set elsewhere within the village; Council made comparisons to similar developments and discussed the differences between ancillary and separate accommodation. Mr Featherstone confirmed that no compromise had been made with reference to the Village Design Statement. Mrs Kappler proposed, seconded by Mr Miller that Council support the application. All were in favour.

814 Correspondence

The new Clerk will in future circulate any important correspondence via email and supply a summary of all correspondence received.

Clerk

BDO have been confirmed as the auditors for next year unless Council decide otherwise.

Clerk

Copies of Meeting Agendas are to be sent to Ben Smith and James Garnett. PDF will be the format used.

815 Finance

Accounts for y/e 2007 need to be organised with an up-to-date balance.

Clerk

Council discussed utilising the Post Office; Mr Featherstone will check for suitable accounts and report back to the next meeting.

Cllr Featherstone

Mrs Wickham will liaise with the Village Hall Committee who are to discuss if the Clerk may hold a key permanently.

Cllr Wickham

816 Any Other Business

Mrs Wickham requested an update on Eileen's tree; correspondence is currently with the previous Clerk. Cllr Featherstone to discuss with Mr Payne the urgent need to get the previous 'electronic' correspondence as soon as possible

Cllr Featherstone

18 Brookside – Mr King is going to speak to Mr Reynolds reference the planning conditions regarding replanting of trees on the Syresham side of the property.

817 Date of Next Meeting

This was set at Tuesday 3rd April 2007, pending confirmation of the hall availability.

The meeting closed at 10:15 p.m.