



www.welfordvillage.org.uk
 c/o 20 Styles Place Yelvertoft, Northamptonshire, NN6 6LR
 Tel: 07767 976448
clerk@welfordvillage.org.uk

AGENDA

I hereby give notice that the Annual Parish Council meeting will be held on
Thursday 23rd May 2024 at 19.30 hrs in Welford Village Hall.

To all members of the council, you are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Dated 17th May 2024

Please note that photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted without the Council's prior written consent so long as the meeting is not disrupted. (Openness of Local Government Bodies Regulations 2014).

Members of the public and press are welcome to attend. Please make yourself known to the Clerk.

Mrs C Valentine - Clerk to the Parish Council

Clare E Valentine

<i>Business to be Transacted</i>	
24/151	ELECTION OF CHAIRMAN
24/152	TO RECEIVE AND SIGN THE DECLARATION FOR ACCEPTANCE OF OFFICE OF CHAIRMAN
24/153	TO RECEIVE APOLOGIES OF ABSENCE
24/154	1. TO NOTE THE RESIGNATION OF COUNCILLOR FORDER & CURRENT NOTICE OF CASUAL VACANCY 2. TO NOTE THREE VACANT SEATS AND TO CONSIDER ANY APPLICATIONS FOR CO-OPTION.
24/155	ELECTION OF VICE-CHAIRMAN
24/156	1. TO RECEIVE AND SIGN DECLARATION FOR ACCEPTANCE OF OFFICE FROM COUNCILLORS 2. TO RECEIVE AND COMPLETE THE REGISTER OF INTERESTS 3. TO CONFIRM ANY DECLARATIONS OF INTEREST ON THE AGENDA & DISPENSATION REQUESTS Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a disclosable pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business.
24/157	TO APPROVE AND ADOPT THE GDPR POLICY AND COMPLETE GDPR POLICY COMPLIANCE FORMS
24/158	TO ADOPT THE CODE OF CONDUCT AND COMPLETE THE ACCEPTANCE FORM
24/159	TO REVIEW AND ADOPT THE STANDING ORDERS
24/160	TO CONFIRM PLACE, TIME, AND FREQUENCY OF MEETINGS AS PER THE STANDING ORDERS
24/161	TO REVIEW AND ADOPT THE FINANCIAL REGULATIONS
24/162	TO CONFIRM THE INTERNAL CONTROL FOR AUDIT AND ACCOUNTABILTY
24/163	TO CONFIRM BANKING SIGNATORIES, BANKING ADMIN AND AUTHORISING ONLINE BANKING PAYMENTS AND DIRECT DEBITS. TO CONFIRM DIRECT DEBITS AND REVIEW MEMBERSHIPS. To note to remove Mr Forder from Unity bank as a signatory.
24/164	TO REVIEW AND RE-ADOPT PARISH COUNCIL GENERAL RISK ASSESSMENT
24/165	TO REVIEW AND ADOPT THE ASSET REGISTER
24/166	TO REVIEW PC INSURANCE AND FIDELITY GUARANTEE (£150K) Current Insurance not up for renewal until October 2024
24/167	TO REVIEW AND CONFIRM COUNCILLORS' ROLES AND RESPONSIBILITIES (In addition, defibrillator, Speed awareness/SID and WYCC Representative)
24/168	TO APPROVE THE APPOINTMENT OF NCALC AS DATA PROTECTION OFFICER
24/169	TO READOPT COUNCIL POLICIES AND PROCEDURES
24/170	<u>APPROVAL OF MINUTES</u>
	To approve the minutes of the Parish Council meeting held on Thursday 25 th April 2024.



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24/171	PUBLIC PARTICIPATION
	Members of the public are invited to address the council. The session will last no more than twenty minutes with any individual contribution lasting a maximum of three minutes. Members of the public should address their representations through the Chairman.
24/172	PLANNING
a)	To consider planning applications and those not otherwise on the agenda
b)	<p>NEW APPLICATIONS</p> <p>2024/1730/LBC West End House Listed building consent to replace 6 sash windows on Comments by 29.05.24 7 West End the rear side elevation of the property, to match Welford NN6 6HJ existing, but with the addition of double-glazing panes</p> <p>AWAITING DECISION/COMMENT – West Northants Council E/2024/5797 - Passage adjacent to 27 High Street Welford NN6 6HT Planning responded prior to the PC meeting some applicable permitted developments rights are available in terms of facilitating and supporting the development. The ridge and furrow matter is not within their department. Unitary Councillor Parker to provide update having contacted Planning and the Conservation Officer.</p> <p>Link: Planning application search - Planning register Planning register West Northamptonshire Council (planning-register.co.uk) https://wnc.planning-register.co.uk</p>
c)	WNC Local Plan Consultation Response (To note a briefing was held on 16 th May 2024 for Parish Councils)
d)	The development at Lutterworth East.19/00250/OUT Link: Lutterworth East planning application approved Harborough District Council Welford Action Group and Husbands Bosworth Parish Council suggest a joint letter regarding LGV and HGV routes through the villages.
24/173	MATTERS ARISING AND OUTSTANDING FROM THE MEETING OF THE 25th April 2024
	a) Solar Farm Community Fund
	b) Defibrillator at the garage may need a new cabinet and replacement pads.
	c) Playing Field Gate key access: parking on playing field and obstruction of emergency entrance. New/parking hardstanding area proposal.
	d) Consider quotes for emergency locking key box at the playing field. Still looking at this - suggested option not available.
	e) Updates on the Land Registry re Spinney Boundary and Wayleave progress
	f) West Northants Council Transfer of the Pocket Park land to Welford Parish Council
	g) Update on the proposal agreement with owners to manage green space WP 4/6 off Newlands Road in accordance with Neighbourhood Plan Policy W4 - Allocation of New Public Spaces.
	h) To note AVC renewal dates: Pocket Park December 2024 and Allotments December 2026.
	i) HGV Traffic along the High Street and concern for parked vehicles and pedestrian safety.
24/174	REPORTS



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	<p>a) Highways - To consider any Highways matters for action. To note issues can be reported directly to www.fixmystreet.northamptonshire.gov.uk</p> <p>b) Streetlights – The additional solar LED by the Bridge on order</p> <p>c) Playing field and annual Inspection- report completed. Agree next steps.</p> <p>d) Highways response to the complaint regarding the A5199 to the south of Welford mud on road incident w/c 27th November 2023. (Unitary Councillor Harris investigating).</p> <p>e) Village maintenance for 2024/2025 - consider weed spray quotes.</p> <p>f) Reinstatement of Highways verge on Northampton Road near bus stop</p> <p>g) Village hall updated for consideration</p>																																													
24/175	<u>FINANCES</u>																																													
	<p>a) To approve the Unity Trust Bank balance of Instant Access Account £33,375.68 and Current Account £ 38,199.63 as of 16/05/24.</p> <p>b) To approve 1st Precept received on 26/04/24 £ 24,250.00.</p> <p>c) Bank Reconciliation for approval at 17.05.24 Councillor McCullagh to review and accounts.</p> <p>d) To note CIL payment notification of £5,78.57 relating to DA/2020/0555</p> <p>e) To approve the following payments for May 2024</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>PAYEE</th> <th>REASON</th> <th>PAYMENT TYPE</th> <th>Amount £</th> <th></th> </tr> </thead> <tbody> <tr> <td>Staff costs</td> <td>Salaries May 2024</td> <td>BACS</td> <td style="text-align: center;">-</td> <td>LGA 1972 (s112)</td> </tr> <tr> <td>HMRC TAX</td> <td>May 2024</td> <td>BACS</td> <td style="text-align: center;">-</td> <td>LGA 1972 (S112)</td> </tr> <tr> <td>C Valentine</td> <td>mobile & print cartridges</td> <td>BACS</td> <td style="text-align: right;">27.79</td> <td>LGA 1972 (S111)</td> </tr> <tr> <td>E. On Energy Solutions</td> <td>Invoice 123625 High Street and West Street new lights</td> <td>BACS</td> <td style="text-align: right;">5618.40</td> <td>LGA 1972 (S142)</td> </tr> <tr> <td>R&G Grounds</td> <td>Invoice 120708 April grass cut</td> <td>BACS</td> <td style="text-align: right;">1406.40</td> <td>LGA 1972 (S111)</td> </tr> <tr> <td>PW Rural Services</td> <td>Invoice 422 Bench removal and make area good.</td> <td>BACS</td> <td style="text-align: right;">130.00</td> <td>LGA 1972, s133</td> </tr> <tr> <td>West Northants Council</td> <td>Invoice 424002120137 Garden waste subscription (bin sticker)</td> <td>BACS</td> <td style="text-align: right;">58.00</td> <td>Open Spaces Act 1908 s9,10</td> </tr> <tr> <td>SSE Energy</td> <td>Street Lighting Dec 23 – Feb 24 ref IV00735550 April 2024 IV00884623</td> <td>DD</td> <td style="text-align: right;">201.83 157.53</td> <td>Highways Act 1980</td> </tr> </tbody> </table>	PAYEE	REASON	PAYMENT TYPE	Amount £		Staff costs	Salaries May 2024	BACS	-	LGA 1972 (s112)	HMRC TAX	May 2024	BACS	-	LGA 1972 (S112)	C Valentine	mobile & print cartridges	BACS	27.79	LGA 1972 (S111)	E. On Energy Solutions	Invoice 123625 High Street and West Street new lights	BACS	5618.40	LGA 1972 (S142)	R&G Grounds	Invoice 120708 April grass cut	BACS	1406.40	LGA 1972 (S111)	PW Rural Services	Invoice 422 Bench removal and make area good.	BACS	130.00	LGA 1972, s133	West Northants Council	Invoice 424002120137 Garden waste subscription (bin sticker)	BACS	58.00	Open Spaces Act 1908 s9,10	SSE Energy	Street Lighting Dec 23 – Feb 24 ref IV00735550 April 2024 IV00884623	DD	201.83 157.53	Highways Act 1980
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24/176	<u>INTERNAL AND EXTERNAL AUDIT 2023 -2024</u>																																													
	<p>a) Annual Internal Audit Report – To approve the report from the Internal Auditor</p> <p>b) To approve and sign Section 1 Annual Governance Statement</p> <p>c) To approve and sign Section 2 Annual Accounting Statement</p> <p>d) To confirm the notice period for the exercise Public Rights is Monday 3 June – Friday 12 July 2024. (Notice Of Public Rights and Publication of Unaudited Annual Governance & Accountability Return on the website)</p>																																													
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	<ul style="list-style-type: none"> • There are several consultations for comment. Open consultations can be found via link: West Northants Consultation Hub https://westnorthants.citizenspace.com/ New Draft Local Plan; Healthwatch, Daventry Town Centre Masterplan 2024 • NCALC Annual Police Liaison Representative Conference 25th June 7-9pm 																																													
24/178	<u>ANY OTHER BUSINESS (NOT FOR DECISION)</u>																																													
24/179	<p><u>CLOSED MEETING</u> To resolve the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to meetings Act 1960) in view of the nature of business to be transacted.</p> <ul style="list-style-type: none"> • Staffing contracts – end of probation period and payroll update 																																													
24/180	<u>NEXT MEETING DATE:</u> Thursday 26th June 2024 19:30																																													