

# WALGRAVE PARISH COUNCIL

## To all members of the Parish Council:

You are hereby summoned to attend an Ordinary Council meeting to be held on Monday 9<sup>th</sup> December at 7.30pm in the Baptist Chapel School Room, Gold Street for the purposes of conducting the business as follows:

*Members of the public and press are welcome to attend the meeting and may address Council when invited to do so during the agenda item allocated; please notify the clerk of your intention to speak.*  
*clerk@walgraveparishcouncil.gov.uk*

## AGENDA

| WELCOME/OPENING PROCEDURES |   |
|----------------------------|---|
|                            | Chair Cllr T Althorpe to welcome all and open the meeting   |
| 24/404                     | <b>APOLOGIES</b>  |
|                            | To record absence and receive apologies   |
| 24/405                     | <b>APPROVAL OF MINUTES</b>  |
|                            | RESOLVE to approve the minutes of the Ordinary Parish Council Meeting held on 11 <sup>th</sup> November 2024  |
| 24/406                     | <b>DECLARATIONS OF INTEREST</b>   |
|                            | To receive any declaration of interest under the Councils Code of Conduct related to agenda items. 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 withdraw from the meet room. |
| 24/407                     | <b>CONDUCT A PUBLIC SESSION</b>   |
|                            | Duration of 3 minutes per person. Total duration at the Chairman's discretion.  |
| BUSINESS TO BE TRANSACTED  |   |
| 24/408                     | <b>Green Hill Solar Farm</b><br>To receive any updates and to discuss correspondence received from Clerk to Grendon Parish Council  |
| 24/409                     | <b>Cemetery Extension</b><br>To receive any updates.  |
| 24/410                     | <b>Cemetery</b><br>i). CONSIDER new table of fees as discussed at meeting of 11 <sup>th</sup> November 2024 and RESOLVE to approve<br>ii.) To CONSIDER Memorial Safety  |
| 24/411                     | <b>Scribe Accounting Software</b><br>To CONSIDER the annual subscription to Scribe at a cost of £743 (including £299 set up) for the first year and £444 thereafter and RESOLVE to approve.   |
| 24/412                     | <b>2025-26 Budget</b><br>RESOLVE to approve the proposed budget for the 2025-26 financial year as recommended by the Finance Sub-Committee and circulated to Council prior to the meeting.  |
| 24/413                     | <b>2025-26 Precept</b><br>a) RESOLVE to approve the proposed 2025-26 precept as recommended by the Finance Sub-Committee<br>b) RESOLVE to agree to the Chairman and Clerk/RFO authorising the PR1 WNC Precept form and submitting this to West Northants Council.   |
| 24/414                     | <b>The Ditch</b><br>To CONSIDER the ongoing maintenance of The Ditch  |
| 24/415                     | <b>Holcot Road/Bakers Lane Junction - Leaves</b><br>To CONSIDER the large build up of leaves and RESOLVE to removal   |
| 24/416                     | <b>War Memorial</b><br>To CONSIDER the condition of the War Memorial and RESOLVE to any action  |
| 24/417                     | <b>Skittles Community Shop</b><br>To DISCUSS if any of the initial grant money will be given back to Village causes   |
| 24/418                     | <b>Clerks Salary</b><br>To NOTE that future Salary payments to the Clerk will be made on the date of the Payroll Summary (end of the month) which will be declared at the next meeting following payment.   |
| 24/419                     | <b>Clerks Annual Review</b><br>To RESOLVE to delegate power to Cllrs Althorpe and Laker to perform the Clerks review  |

|   |  |  |
|---|--|--|
| 24/420  | <b>Ordinary Parish Council Meetings</b><br>To CONSIDER reducing the number of meetings per year and RESOLVE to approve any decision  |  |
| 24/421  | <b>Recruitment of Councillors</b><br>To DISCUSS  |  |
| 24/422  | <b>Tree Survey</b><br>To CONSIDER a Tree Survey  |  |
| 24/423  | <b>Pocket Park Gate</b><br>To CONSIDER the purchase and installation of a new gate   |  |
| <b>PLANNING</b><br>To review current Planning Applications and any Applications received since the publication of the agenda. |  |  |
| 24/424  | No Planning applications at the time of issuing the Agenda   |  |
| 24/425  | <b>FINANCE</b>   |  |
|   | <ul style="list-style-type: none"> <li>a. To receive financial report – circulated to Councillors</li> <li>b. ICO Cllr C Evans to verify bank reconciliation and report to Council</li> <li>c. Bank Balance as at 30<sup>th</sup> November 2024 <b>£58,863.91</b></li> <li>d. Internal check: ICO, Cllr Evans to check payments</li> </ul> |  |
| 24/426  | <b>INCOME</b>  |  |
| To NOTE all income  |  |  |
|   | <b>Date</b>  | <b>Description</b>   |
|   | 26.11.24   | Averil Philips (Cemetery)                                    |
|   |  | 151.80   |
| 24/427  | <b>PAYMENTS</b>  |  |
| RESOLVE to approve payments made at and between meetings to the sum of  |  |  |
|   | <b>Payee</b>   | <b>Description</b>   |
|   | Community Heartbeat  | Defibrillator pads   |
|   |  | 146.34   |
|   | N Wright   | November Salary<br>(£648.55 Salary, £38 Home use, £10 Phone) |
|   |  | 696.55   |
|   | N Wright   | Reimbursement of CPRE subscription                           |
|   |  | 60.00  |
|   | Baptist Chapel   | Room Hire  |
|   |  | 105.00   |
| 24/428  | <b>REGULAR REPORTS</b>   |  |
| To receive any reports for <i>information only</i>  |  |  |
|   | Grounds Maintenance  | BH   |
|   | Highways: Old Road verge reported to FixMyStreet   | Clerk  |
|   | Police Liaison, NHW & VAS  | AL   |
|   | Village Hall & Playing Field Association   | CE   |
|   | Cemetery   | BH   |
|   | Pocket Park & Defibrillator  | BH   |
|   | Working Parties  | All  |
| 24/429  | <b>MATTERS FOR INFORMATION OR DISCUSSION</b><br>To be notified to the Chair before the meeting   |  |
| 24/430  | <b>COUNCILLOR AND SECTOR REPORTS</b>   |  |
| 24/431  | <b>ITEMS FOR NEXT AGENDA</b>   |  |
| 24/432  | <b>NEXT MEETING: 13<sup>th</sup> January 2024</b>  |  |

Signed: *N Wright* 3rd December 2024

Clerk: Nicola Wright clerk@walgraveparishcouncil.gov.uk Chair: Tom Althorpe tomalthorpewpc@gmail.com