

# WALGRAVE PARISH COUNCIL

Chairman: Tom Althorpe

Clerk: Nicola Wright

## Minutes of Walgrave Ordinary Parish Council Meeting held on Monday 9<sup>th</sup> December 2024 at 7.30pm in the Baptist Chapel Room, Gold Street

### Present:

**Chair:** Cllr Tom Althorpe

**Councillors:** Cllr Andy Laker (Vice Chair), Cllr Brian Hamilton, Cllr Barbara Evans, Cllr Craig Evans,  
Cllr Narinder Hammond

**Clerk:** Nicola Wright

## DRAFT MINUTES

<b>WELCOME/OPENING PROCEDURES</b>	
Chair Cllr T Althorpe welcomed all and opened the meeting	
24/404	<b>APOLOGIES</b>
None	
24/405	<b>APPROVAL OF MINUTES</b>
Council RESOLVED 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>
None	
24/407	<b>CONDUCT A PUBLIC SESSION</b>
No members of the public present	
<b>BUSINESS TO BE TRANSACTED</b>	
24/408	<b>Green Hill Solar Farm</b> Cllr Hamilton attended the consultation meeting run by Green Hill Solar Farm at the Village Hall on 7 <sup>th</sup> December and gave feedback to Council. A representative from Green Hill suggested that she would be able to attend a Parish Council meeting, Clerk to arrange. Council completed an on-line response to the public consultation. Correspondence received from Grendon Parish Council regarding a joint response to the DCO once it is submitted. As Walgrave Parish Council are a statutory consultee Cllrs RESOLVED not to participate. Clerk to put link on Facebook page to the current public consultation.
24/409	<b>Cemetery Extension</b> The 12m of land has now been pegged out. Tim Whittaker has been instructed to install the fence. PCA Archaeology has been instructed to carry out the survey.
24/410	<b>Cemetery</b> i). Council considered the new table of fees prepared by the Clerk and RESOLVED to approve ii.) Council considered a Memorial Safety check as it has been some time since the last one. Cllrs Laker, Hamilton and Althorpe to visit cemetery and assess whether a formal assessment needs considering.
24/411	<b>Scribe Accounting Software</b> Council RESOLVED to approve the annual subscription to Scribe at a cost of £743 (including £299 set up) for first Year and £444 thereafter.
24/412	<b>2025-26 Budget</b> Council RESOLVED 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> a) Council RESOLVED to approve the proposed 2025-26 precept as recommended by the Finance Sub-Committee b) Council RESOLVED 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> Council considered the ongoing maintenance of The Ditch and RESOLVED to request to WNC Highways to as for a solution for low level lighting. Cllr Hamilton to meet with Tim Whittaker to discuss cutting

	back of hedges and trees and also overgrown area on Walkers Acre.	
24/415	<b>Holcot Road/Bakers Lane Junction - Leaves</b> Council considered the large build-up of leaves and RESOLVED to leave them for wildlife purposes. Cllr C Evans to leaf blow the leaves on the pavement.	
24/416	<b>War Memorial</b> Council considered the condition of the War Memorial and asked Clerk to contact enquire to War Memorials trust for advice.	
24/417	<b>Skittles Community Shop</b> Council asked Cllr Hammond if any more of the initial grant money will be given back to Village causes. She responded that this is currently not financially viable but when it is the Parish Council will be consulted.	
24/418	<b>Clerks Salary</b> Council NOTED that future Salary payments to the Clerk will be made on the date of the Payroll Summary which will be declared at the next meeting following payment.	
24/419	<b>Clerks Annual Review</b> Council RESOLVED to delegate authority to Cllrs Althorpe and Laker to perform the Clerks review.	
24/420	<b>Ordinary Parish Council Meetings</b> Council considered reducing the number of meetings per year and RESOLVED to approve dissolving the December meeting as of 2025.	
24/421	<b>Recruitment of Councillors</b> Clerk to post advert on Walgrave Together. Cllr Hammond to advertise in Skittles and Cllr C Evans to place advert in Village Hall.	
24/422	<b>Tree Survey</b> Council to consider a tree survey. Cllr C Evans to obtain 3 quotations.	
24/423	<b>Pocket Park Gate</b> Council will consider the purchase and installation of a new gate. Cllr Hamilton to obtain 3 quotations.	
<b>PLANNING</b> To review current Planning Applications and any Applications received since the publication of the agenda.		
24/424	None	
24/425	<b>FINANCE</b>	
	<ul style="list-style-type: none"> <li>a. Cllrs confirmed receipt of finance report dated 30<sup>th</sup> November 2024</li> <li>b. ICO Cllr C Evans verified bank reconciliation dated 30<sup>th</sup> November 2024</li> <li>c. Council noted Bank Balance as at 30<sup>th</sup> November 2024 of £58,863.91</li> <li>d. Internal check: Internal Control Officer, Cllr Evans checked invoices and confirmed accuracy</li> </ul>	
24/426	<b>INCOME</b>	
Council NOTED all income		
	<b>Date</b>	<b>Description</b>
	26.11.24	Averil Philips (Cemetery)
		<b>Amount (£)</b>
		151.80
24/427	<b>PAYMENTS</b>	
Council RESOLVED to approve payments made at and between meetings as detailed in the table below		
	<b>Payee</b>	<b>Description</b>
	Community Heartbeat	Defibrillator pads
		<b>Amount (£)</b>
		146.34
	N Wright	November Salary
		(£648.55 Salary, £38 Home use, £10 Phone)
		<b>Amount (£)</b>
		696.55
	N Wright	Reimbursement of CPRE subscription
		<b>Amount (£)</b>
		60.00
	Baptist Chapel	Room Hire
		<b>Amount (£)</b>
		105.00
24/428	<b>REGULAR REPORTS</b>	
	Grounds Maintenance - none	BH
	Highways: Old Road verge reported to FixMyStreet	Clerk
	Police Liaison, NHW & VAS - none	AL
	Village Hall & Playing Field Association – none	CE

	Cemetery - none	BH	
	Pocket Park & Defibrillator - none	BH	
	Working Parties - none	All	
24/429	<b>MATTERS FOR INFORMATION OR DISCUSSION</b> - none		
24/430	<b>COUNCILLOR AND SECTOR REPORTS</b> - none		
24/431	<b>ITEMS FOR NEXT AGENDA</b> Consider applying to the Woodland Trust for trees to plant in Cemetery extension		
24/432	<b>NEXT MEETING:</b> 13 <sup>th</sup> January 2024		

Meeting finished at 8.40pm

Draft