

Minutes of the Ordinary Meeting of Wolverton Parish Council held at the Church Hall, Wolverton at 7.30pm on 14 November 2024

Present: Cllr S Easterbrook (Chair); Cllr Anthony; Cllr S Murphy; Cllr T Phillips; Cllr J Wynn-Evans
WCC Cllr Ian Shenton; SDC Cllr Duncan Parker
Parish Clerk: Jennifer Bendall
Public: -

24/11/14/01 Record of members present

Noted.

24/11/14/02 To receive apologies for absence

None.

24/11/14/03 To receive declarations of interests (existence and nature) on Items on the Agenda

As applicant, Cllr Easterbrook declared an interest in agenda item 24/11/14/14 (planning application at Stock Bank Cottage).

24/11/14/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 19 September 2024 were taken as read, approved and signed by the Chair.

24/11/14/05 Matters arising from previous meetings (*not covered elsewhere on the agenda*)

None.

24/11/14/06 Review Live Issues

Appendix 1 attached.

24/11/14/07 Clerk's Report

The Clerk advised that the purchase of domain name wolverton-pc.gov.uk was underway and that she would keep the Councillors updated on progress and the setting up of email addresses.

Lloyds Bank have written to WPC to advise that the Treasurer's (current) Account held with them is being changed to a Community Account which will incur a monthly maintenance fee of £4.25 per month. There was a discussion regarding alternative bank accounts and online banking, and it was agreed that WPC would accept the change but would monitor the situation going forward. The cost to be included in the 2025/26 budget.

24/11/14/08 Parish Council Focus Update

(The 2024/25 PC Focus is the environment, climate change and sustainability, with an emphasis on the Climate Action Plan, rubbish and the ecological emergency)

See agenda item 24/11/14/06 (review live issues).

24/11/14/09 To note issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges footpaths, etc)

Cllr Phillips advised that there was a dip in the pavement outside The Chase on Wolverton Road, Wolverton Fields, which is getting steadily worse. Cllr Phillips to take a photograph and report to WCC.

There was a discussion regarding the recent cutting of the hedge between the village and the crossroads and concerns that cuttings had been left on the pavement. It was noted that landowners are responsible for cutting hedges and subsequently clearing up debris. WCC Cllr Shenton advised that County Highways had inspected the road/pavement and had found that it had been satisfactorily cleared: the Chairman to confirm. Councillors expressed thanks to the landowner for clearing the pavement: the Clerk to write to the landowner.

24/11/14/10 To consider, and resolve to approve if appropriate, a salary increase for the Clerk following receipt of notification from NALC of the National Joint Council for Local Government Services (NJC) pay agreement for 2024/2025, to be back dated to 1 April 2023 (*Local Government Act 1972, s.112*).

Approved.

24/11/14/11 Report from County Councillor Shenton

Report received with thanks (available on WPC website).

Cllr Shenton advised that the new WCC Community Action Fund of up to £25,000 will open for applications in January. The grant can be spent on any community project and can be subject to matched funding. WPC will consider ideas.

24/11/14/12 Report from District Councillor Parker

Report received with thanks (available on WPC website).

Cllr Parker discussed the planning application at Woolly Park Farm - see also agenda item 24/11/14/06 (review live issues).

Cllr Parker advised that SDC has delivered more affordable homes than any other local authority in the local area over the last 5 years.

The Preferred Options consultation of the South Warwickshire Local Plan is set to be approved by SDC Councillors on 12 December. Subject to approval being given, details of the consultation and how residents can comment will be added to the South Warwickshire Local Plan website after the 12th.

A consultation is running from 1–30 November for residents to have their say on a new Arts and Culture Strategy for Stratford-upon-Avon.

There was a discussion regarding empty houses and Council Tax, and Cllr Parker advised that empty houses in Warwick District incur higher Council Tax and that, although not currently the case in Stratford District, SDC are proposing to do the same.

24/11/14/13 Planning Matters

1. Applications and decisions

To consider and resolve to comment as appropriate on planning applications received, and to note current status of existing planning applications

Application Number / Address	Applicant	Application Details	For consideration or to receive update:
24/01540/FUL Longdon House Wolverton Fields Norton Lindsey CV35 8JN	Mr & Mrs Mathias	Conversion of agricultural building to single dwelling unit for self-build use	Update: permission granted
24/01846/FUL Glebe Farmhouse Wolverton CV37 0HE	Dr Darren Daniels	Convert the existing double car port at the rear of the property near the top (West) end of the garden to a double garage through the addition of roller-type garage doors.	Considered inter-meeting Update: permission granted
24/02342/FUL Blacon Farm Snitterfield Lane Norton Lindsey CV35 8JJ	Mr and Mrs Clark	Proposed 2-storey side extension and single storey rear extension (retrospective)	Update: permission granted
24/02672/FUL Stock Bank Cottage Wolverton CV37 0HE	S Easterbrook	Replacement entrance porch	CLlr Easterbrook declared and interest in this application and took no part in the discussion. It was agreed that WPC would make no representation to this application

2. To discuss other planning issues within the parish

There was a discussion regarding a potentially unregistered residence at Saddlebow Cottage, Wolverton Road. SDC CLlr Parker had previously looked into this matter, and he advised that he re-familiarise himself with the details and would take further action if required.

24/11/14/14 Finance

1. Account Balances

Appendix 1 attached.

2. Payments Received Since Last Meeting

Date	From	Reason	Total
16/09/2024	SDC	Precept	£1,850.00
09/10/2024	Lloyds	Interest on savings a/c	£4.60

3. Payments Made Since Last Meeting

Date	To	Reason	Total
15/10/2024	Clerk	Salary	£138.93
04/11/2024	D T Bryan	Donation towards the cost of oak post on The Green	£70.00

4. Items of Expenditure to be Reviewed and Approved

Payment To	Reason	Total
-		

5. To receive the draft budget for the 2025/26 financial year for initial thoughts (to be approved at the Ordinary Meeting taking place in January 2025)

Received. A discussion took place regarding the need to ensure that the budget reflected the effects of inflation. It was noted that not all Councillors were able to attend the January meeting so discussion regarding the budget would take place by email, for ratification at the January meeting.

24/11/14/15 Correspondence

Date	From	Details
13.11.24	WALC	The WALC newsletter no 119 included information about a Government consultation which is seeking views on introducing remote attendance and proxy voting in local authority meetings in England. Cllr Wynn-Evans to respond on behalf of WPC.

24/11/14/16 Parish Report / Items for next meeting

Cllr Anthony reported on the WALC AGM which he had attended and he advised that free guidance is available to help parish councils with environmental concerns. It was agreed this could be useful for the WPC Climate Action Plan Session (see also agenda item 24/11/14/06 [review live issues]).

Cllr Murphy advised that there had been considerable difficulty in contacting the WCC team responsible for the Green Shoots grant as the scheme was no longer operating and the team had been disbanded. However, she had eventually managed to speak to one member of staff who confirmed that the remaining grant allocated to the GRoW Team via WPC was still available, and that the sum of £107 for expenditure already incurred was due to be paid to WPC. It was agreed that WPC would reimburse the members of the GRoW team immediately rather than wait for the payment from WCC.

The Clerk to check if the recently announced changes to employers' national insurance contributions will have any impact on WPC, and if so to ensure that the budget for 2025/26 is amended accordingly.

It was noted that it is over five years since the last tree survey in Wolverton was undertaken. A motion to consider undertaking a new survey will be included on the January meeting agenda.

24/11/14/17 Dates for future meetings

23 January 2025 - Ordinary Meeting (Cllrs Anthony and Phillips gave their apologies for this meeting)
20 March 2025 - Ordinary Meeting

24/11/14/18 The meeting closed at 9.00pm

Signed:

Wolverton Parish Council Chair

Date:

APPENDIX 1

Live Issues

ISSUE		CURRENT STATUS	LEAD / ACTION BY	ACTION REQUIRED (to be agreed at meeting)	DEADLINE (If applicable)
PC Focus 2024/25	Climate Action Plan session	Postponed until January 2025, date to be agreed	SJE / All	It was agreed to defer the session until later in the Spring. Planning will commence in January. At the WALC AGM, Claudine Pearson offered support in organising climate events with parishioners. Cllr Anthony to put the Chairman in touch with Claudine to discuss options.	
	Visit to Coventry Waste to Energy (waste processing plant)	Date to be agreed	SM /	To take place in February, open to Councillors and members of the GRoW team.	
Highways issues, etc	Drains along Wolverton Road	Cllr Phillips to forward details to Ian who will arrange for drains to be jetted	TP / IS	Cllr Phillips to forward photographs to WCC Cllr Shenton by WhatsApp.	ASAP
Finance	CIL Expenditure	Investigating installation of new footpath to Church, Ian awaiting response from Balfour Beatty, and Ian to speak to G Stanley/WCC	SJE / IS	WCC Cllr Shenton advised he has the secured funds for the installation of the new footpath but requires WPC and PCC agreement on materials to be used prior to work commencing. An example of the proposed surface for the footpath can be seen at Kissing Tree Way in Stratford. Cllr Anthony to contact the PCC. CIL expenditure will be used to top up Cllr Shenton's funds if required.	Cllr Shenton requires agreement from WPC and PCC by the end of February
Planning	24/00290/FUL Woolly Park Farm	SDC awaiting response from WPC	Clerk / All	SDC Cllr Parker to enquire with SDC Planning Dept about the case history of an argument around abuse of process. WPC agreed that parishioner concerns justified maintaining its objection to the application. Cllr Anthony to prepare a presentation for the Planning Committee which sets out WPCs argument. Clerk to advise SDC that WPC is maintaining its objection.	ASAP
Other	Housing Needs Survey	Surveys distributed, WRCC hopes to provide report by end of year	All / WRCC		

APPENDIX 2

WOLVERTON PARISH COUNCIL

Accounts Year to Date 14 November 2024

Reconciled to bank statements dated 9 November 2024

Actual 2023/24		Budget 2024/25	Actual 2024/25
BALANCES B/F			
£ 8,118.39	Current Account at 1 April	£ 10,372.99	£ 9,325.45
£ -	Uncleared income at 1 April	£ -	£ -
£ -	Unpresented cheques/payments at 1 April	£ -	£ -
£ 8,118.39	TOTAL B/F	£ 10,372.99	£ 9,325.45
INCOME			
£ 3,700.00	Precept	£ 3,700.00	£ 3,700.00
£ 655.53	Grants	£ -	£ -
£ -	Interest	£ 165.00	£ 4.60
£ -	VAT reclaim	£ 150.00	£ -
£ 665.85	Other	£ -	£ 10.39
£ 5,021.38	TOTAL INCOME	£ 4,015.00	£ 3,714.99
GENERAL EXPENDITURE			
£ 1,645.16	Clerk's Salary	£ 1,800.00	£ 1,266.06
£ 10.39	HMRC	£ -	£ 43.00
£ 23.86	Clerk's Homeworking Allowance and Travel Expenses	£ 40.00	£ 10.10
£ 319.93	Admin Expenses (stationery, printing, postage, internet, etc)	£ 250.00	£ 19.98
£ 469.07	Grass cutting	£ 591.00	£ -
£ -	Parish Maintenance (excluding grass cutting)	£ 100.00	£ -
£ 187.00	Subscriptions (WALC, ICO, etc)	£ 200.00	£ 125.00
£ 214.00	Insurance	£ 300.00	£ 214.00
£ -	Room Hire (includes Zoom virtual meetings)	£ 54.00	£ -
£ -	Training	£ 150.00	£ -
£ -	Audit Fee	£ -	£ -
£ 667.12	Other	£ 50.00	£ -
£ 100.00	Election Costs Fund annual increase	£ 100.00	£ 100.00
£ 150.00	Assets Fund annual increase	£ 150.00	£ 150.00
£ 50.00	Contingency Fund annual increase	£ 50.00	£ 50.00
£ -	Grants made under Discretionary Powers and Section 137 Grants	£ 200.00	£ -
£ 177.79	VAT paid (to be reclaimed)	£ 150.00	£ 25.00
£ 4,014.32	TOTAL GENERAL EXPENDITURE	£ 4,185.00	£ 2,003.14
EXPENDITURE FROM RESERVES			
£ 100.00	Election Costs	£ -	£ -
£ -	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -
£ -	Ringfenced funds	£ -	£ 70.00
£ -	VAT paid from Asset Fund (to be reclaimed)	£ -	£ -
£ 100.00	TOTAL EXPENDITURE FROM RESERVES	£ -	£ 70.00

Actual Balance of Accounts at 31 March 2024		Forecast Balance of Accounts at 31 March 2025 (as per budget for year)	Actual Balance of Accounts Year To Date
£ 9,325.45	Current Account Balance	£ 3,937.99	£ 4,262.70
£ -	Savings Account Balance	£ 6,665.00	£ 7,004.60
£ -	Plus uncleared income	£ -	£ -
£ -	Less payments awaiting approval / not reconciled to statement	£ -	£ -
£ 9,325.45		£ 10,602.99	£ 11,267.30
£ 5,120.37	Ringfenced funds *	£ 5,120.37	£ 5,050.36
£ 600.00	Contingencies fund (sum retained for unexpected expenses)	£ 650.00	£ 600.00
£ 500.00	Sum retained for future election costs	£ 600.00	£ 500.00
£ 700.00	Sum retained for Asset Fund (purchase, repair, renewal and inspection costs)	£ 850.00	£ 700.00
£ 2,405.08	TOTAL DISPOSABLE FUNDS	£ 3,382.62	£ 4,416.94

* Ringfenced funds

CIL payment (to be used for infrastructure projects) #

£4,920.36

Donations for replacement defibrillator (balance remaining, to be used for ongoing defibrillator maintenance costs)

£130.00

£5,050.36

The CIL funds that WPC has received have to be spent within 5 years of receipt, as follows:

Amount:	Received:	To be spent by:	Amount spent:	Balance remaining:
£1,081.13	21/06/2021	20/06/2026	£70.00	£1,011.13
£1,081.13	08/11/2021	07/11/2026		£1,081.13
£2,162.25	13/06/2022	12/06/2027		£2,162.25
£665.85	26/06/2023	25/06/2028		£665.85
£4,990.36			£70.00	£4,920.36

Greenshoots Grant

Total grant awarded £1,800.00

Date	Amount of Grant Received from WCC	Amount Forwarded to Grow Team
21/02/2023	£900.00	
21/03/2023		£920.00
01/09/2023	£400.00	
18/09/2023		£456.98
28/12/2023	£255.53	
22/01/2024		£178.20
Totals	£1,555.53	£1,555.18
Balance of Grant to be forwarded to Grow Team when received		£244.82