

Minutes of the Ordinary Meeting of Wolverton Parish Council held at the Church Hall, Wolverton at 7.30pm on 25 July 2024

Present: Cllr S Easterbrook (Chair); Cllr S Murphy; Cllr T Phillips; Cllr J Wynn-Evans
SDC Cllr D Parker
Parish Clerk: Jennifer Bendall
Public: None

24/07/25/01 Record of members present

Noted.

24/07/25/02 To receive apologies for absence

Apologies were received from Cllr P Anthony who was away. Approved. Apologies were also received from WCC Cllr I Shenton.

24/07/25/03 To receive declarations of interests (existence and nature) on Items on the Agenda

None.

24/07/25/04 Minutes of the last meeting(s)

The minutes of the Annual and Ordinary Meetings held on 16 May 2024 and the Extra Ordinary Meeting held on 27 June 2024 were taken as read, approved and signed by the Chair.

24/07/25/05 Matters arising from previous meetings (*not covered elsewhere on the agenda*)

None.

24/07/25/06 Clerk's Report

The Clerk advised the meeting that she had completed and submitted to The Pensions Regulator the re-declaration of compliance under the Pensions Act 2008 for Wolverton Parish Council.

The Clerk confirmed that a savings account has now been opened with Lloyds, and it was agreed that the reserves of £7,000 would be transferred to it.

24/07/25/07 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)

It was agreed that there should be a dedicated session to add more details to the Climate Action Plan, away from the usual Parish Council business, and that Norton Lindsey and Langley Parish Councils should be invited to join the session. It was also agreed that the Climate Action Plan should include ideas from a wider representation of parishioners, rather than just the Councillors, and it was suggested that a speaker with knowledge of climate change might draw people in. Cllr Parker advised that he may be able to find someone who could help with the facilitation of ideas, and that he might be able to recommend a speaker. Subject to the availability of Wolverton Church Hall, it was agreed that the session would take place on Wednesday 9 October, and that Cllr Wynn-Evans would put a "save the date" note in the Parish Magazine to encourage parishioners to attend.

Cllr Murphy to follow up a note in the 3 July WALC Weekly Roundup about the search for South Warwickshire Climate Champions.

24/07/25/08 To note issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges footpaths, etc)

The meeting noted that the footpath from the village to the crossroads had now been resurfaced.

There was a discussion about the recent gulley cleaning, and it was noted that the drains on Wolverton Road hadn't been jetted. Cllr Shenton has been notified.

24/07/25/09 To consider, and resolve to approve if appropriate, the letter to accompany the Housing Needs Survey when it is issued

It was agreed that the Clerk would forward the suggested letter to the Councillors for comments before the September meeting, and that the letter would be signed off at that meeting and the survey issued thereafter.

24/07/25/10 To consider, and resolve to approve if appropriate, reimbursement of the £230 costs incurred by a parishioner whilst installing a four-way weather oak post on The Green, the post intended to prevent vehicles using The Green to turn

(Open Spaces Act 1906, ss.9-10)

The Chair apprised the meeting about the request he had received from a parishioner for reimbursement of costs. He stated that he had advised the parishioner that agreement should have been sought from the Parish Council before the work commenced, and that he had asked for a breakdown of costs which he had not yet received. It was agreed to defer the decision until the Chair received this information.

24/07/25/11 Report from County Councillor Shenton

Report not received at time of meeting due to a family bereavement.

24/07/25/12 Report from District Councillor Parker

Report received with thanks (available on WPC website).

District Councillor Parker noted that the District Council had funds to support improved insulation for low income households but that it was proving difficult to find homes wishing to participate. He offered to personally support households in the Parish that would like to explore this opportunity to reduce their energy bills and associated carbon emissions.

24/07/25/13 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:
NONE			

2. To discuss other planning issues within the parish

None.

24/07/25/14 Finance

1. Account Balances

Appendix 1 attached.

2. Payments Received Since Last Meeting

Date	From	Reason	Total
-			

3. Payments Made Since Last Meeting

Date	To	Reason	Total
15/05/2024	Clerk	Salary (May + April backdated pay)	£149.93
06/06/2024	Zurich Town & Parish Insurance	Annual premium	£214.00
17/06/2024	Clerk	Salary	£138.93
15/07/2024	Clerk	Salary	£138.93
22/07/2024	HMRC	PAYE	£41.60

4. Items of Expenditure to be Reviewed and Approved

Payment To	Reason	Total
-		

24/07/25/15 Correspondence

Date	From	Details
-		

24/07/25/16 Parish Report / Items for next meeting

The Chair advised that he had suggested the parish of Wolverton as being suitable to take part in a University Research project setting up a Focus Group to capture attitudes to different types of domestic heating. It would be necessary to have definite minimum numbers before any decision to proceed was taken.

24/07/25/17 Dates for future meetings

19 September 2024 – Ordinary Meeting
21 November 2024 - Ordinary Meeting

24/07/25/18 The meeting closed at 8.45pm

Signed: _____

Wolverton Parish Council Chair

Date: _____

APPENDIX 1

WOLVERTON PARISH COUNCIL

Accounts Year to Date 25 July 2024

Reconciled to bank statement dated 21 July 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	£ 1,850.00
£ 655.53	Grants	£ -	£ -
£ -	Interest	£ 165.00	£ -
£ -	VAT reclaim	£ 150.00	£ -
£ 665.85	Other	£ -	£ -
£ 5,021.38	TOTAL INCOME	£ 4,015.00	£ 1,850.00

GENERAL EXPENDITURE			
£ 1,645.16	Clerk's Salary	£ 1,800.00	£ 849.27
£ 10.39	HMRC	£ -	£ 1.40
£ 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	£ 1,544.75

EXPENDITURE FROM RESERVES			
£ 100.00	Election Costs	£ -	£ -
£ -	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -
£ -	Ringfenced funds	£ -	£ -
£ -	VAT paid from Asset Fund (to be reclaimed)	£ -	£ -
£ 100.00	TOTAL EXPENDITURE FROM RESERVES	£ -	£ -

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	£ 9,930.70
£ -	Savings Account Balance (inc. ringfenced funds and reserves)	£ 6,665.00	
£ -	Plus uncleared income	£ -	£ -
£ -	Less payments awaiting approval / not reconciled to statement	£ -	£ -
£ 9,325.45		£ 10,602.99	£ 9,930.70
£ 5,120.37	Ringfenced funds *	£ 5,120.37	£ 5,120.37
£ 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	£ 3,010.33

* Ringfenced funds

CIL payment (to be used for infrastructure projects) #

£4,990.37

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

£130.00

£5,120.37

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

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

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	
21/08/2023		£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