

**Wilby Parish Council**  
www.wilbyparishcouncil.gov.uk

**MINUTES**  
22<sup>nd</sup> January 2024

**Chairman:**  
Stephen Borrett  
Tel: (07484 265271)

**Clerk:**  
Vicky Smith

(01604 812239) Email: clerk@wilbyparishcouncil.gov.uk

**Minutes of the Parish Council Meeting held at 7.30pm on 22<sup>nd</sup> January 2024 at Wilby Parish Church**  
**Present: Cllrs Borrett, Thompson, Hodges, Stevenson, Harland, Stroud, Billington-Hughes;**  
**Clerk, Mrs Vicky Smith; Two members of the public in attendance**

<b>40/23</b>	<p><b>Opening Procedures</b></p> <p>a.) No apologies were received from Wilby Parish Councillor .NNC Cllrs Lawman, Hallam &amp; Brown advised they had been summoned to another meeting.</p> <p>b.) There was a declaration of interested made by Cllr Thompson re item 46/23 a)</p> <p>c.) The minutes of the ordinary meeting 20th November 2023 were approved as an accurate record and duly signed by the chairman.</p>	<b>ACTION</b>
<b>41/23</b>	<p><b>Public Time</b></p> <p>A resident expressed thanks to the PC for efforts to secure a safe crossing over the A509: without a car its easy to feel marooned in Wilby. A trip to Sainsburys on foot is often too dangerous. The pedestrian crossing signs on the A509 are unclear so crossing is safer further back from the roundabout where visibility is better. Traffic lights would be the best solution, failing that a pedestrian crossing with Belisha beacons.</p> <p>Chairman responded that a crossing has been an unresolved issue in the village since Sainsbury opened locally, on that site. Very difficult to get anything going until the recent petition was championed by NNC Councillor Lawman and presented to P Bone MP. This is now in the system as confirmed to signatories by a letter from Mr Bone. We await further advices.</p> <p>Public Notice Portal, could it be added to the website? <a href="http://www.publicnoticeportal.uk">www.publicnoticeportal.uk</a></p>	<b>CLERK/CBH</b>
<b>42/23</b>	<p><b>Reports</b></p> <p>(a) <b>Chairman:</b> Be vigilant, viruses circulating the PC e-mails asking for discrete help (from <a href="mailto:ma.olu@my.com">ma.olu@my.com</a>)</p> <p>School closure meeting on Thursday 25/1/2024 7pm in the church. PC will be represented</p> <p>Reminded that PC emails could be subject to a Freedom of Information request and so should be kept professional and not personal. Please don't bombard the unitary councillors and be aware they have very many calls on their time.</p> <p><b>(b) Clerk:</b></p> <p>SID – returning from M-A end of Jan</p> <p>DATES: Parliamentary Election on 15022024; Safer Communities event on 26032024</p> <p><b>STREETLIGHTS</b></p> <p>Have now all been converted to LED wef 19/12/2023 with the exception of: PLT and No5 Main Road; No5 Brook Vale needs replacing: quote £300. Invoice for approval</p> <p>Damaged lamp replaced (payment covered mostly by insurance claim)</p> <p>Unmetered supply cert to be requested from National Grid/WPD. To be forwarded to SSE to realise savings</p> <p>Quarterly maintenance fee revised to £65 (from £112) wef 010124</p> <p>Schedule of PC streetlights to be updated</p> <p>ICE contact details added to website - No comment from members</p> <p>UPDATE ON SAFE CROSSING PETITION – letter from P Bone sent to all signatories</p> <p>WILBY SCHOOL RELOCATION: Next meeting 25/1/24. PC members attending</p> <p>WILBY PARK: nothing further to report</p>	

	<p>DYLs CONSULTATION – LL has asked the portfolio holder at a budget scrutiny session. The double yellow lines are usually approved together with other applications, an individual application costs around £4,500 to include the TRO etc etc, hence they are grouped together. As soon as is possible the decision will be taken. DYL's are <u>NO</u> guarantee that inconsiderate or illegal parking doesn't happen, our parking enforcement officers cover a huge area at NNC. We have seen that in other areas near schools. <i>The portfolio holder advised: "Unfortunately with Christmas and people being on annual leave and the Head of service attending a very long coroner court hearing, there hasn't been the opportunity to meet. He is planning on meeting me later this month to finalise them with the plan for the lines to be installed early in the spring."</i></p> <p>Meeting with Parking enforcement didn't help (IS &amp; SH) Recommended obstructions in the meanwhile can only be referred to Police N.B. Our PSCO confined to office til Feb</p> <p>SPRINGs on Main Road: NNC flood officer liaising with EA (11/1/24). Cllr Lawman has escalated</p> <p><b>Correspondence dealt with in the period:</b> Resident at 106 Main Road seeking a drive way: referred to NNC planning LP12 Main Road Forwarded request for leaves to be swept from pavement from Cllr Harland to L.Lawman (now done) Enquiry re allotments responded to 11/1/2024 Correspondence re more comms companies digging up verges in village to lay more fibre cable (Gigaclear/Virgin/cityfibre etc)</p> <p><b>(c) NNC: Apologies presented from all councillors. See comments above</b> <b>(d) Cllrs' Special interest:</b> <b>WPFT:</b> Tractor garage work being kept on budget by seeking donations where possible Weekly Yoga begins in February Sunday football continues New land trustee appointed: Chris Judge. Thanks and condolences to R. Bainbridge and family. <b>PLR</b> 2 meetings: details sent round. - Immediate Justice. Looking for simple jobs that could be done locally (20 hours) - Fire Brigade results impressive - Steering committee looking into serious violence (domestic violence not included but its huge)</p>	
43/23	<p><b>Matters requiring further determination:</b></p> <p><b>Dog bins:</b> To save money and trouble, rather than getting more bins, NNC has suggested at times when the bin is overflowing that bagged dog waste to put it in black bin or litter bin adjacent to the noticeboard. Cllr MH to ask WFPT to monitor and add a sign when required. Clerk to advise Matt Buckingham at NNC and ask for a sticker for the other dog bin.</p> <p><b>Defibrillator:</b> There is a concrete plinth already, where the old phone box was, near the noticeboard. Solar powered cabinets are now available. Cllr PS will look into the cost and if this could present a reasonable solution to the ongoing quandry of where to position a defibrillator in the village.</p> <p><b>Double Yellow Lines:</b> Further discussion deferred until decision received from NNC. Cllrs Hodges and Stroud met with Parking enforcement officers who advised there was nothing they could do without them. In the meanwhile only recourse is to refer obstructions to Northants Police.</p>	<p>CLERK</p> <p>PS</p>
44/23	<p><b>To consider proposal to make savings by shortening the time some streetlights in the village are on</b> It's a popular cost saving initiative by PCs and by changing some of the photocells on selected lamps Wilby can also effect savings. Following a survey of the village Cllr H &amp;S proposed the lights which could have their light sensors changed to go off at midnight (rather than dawn). The meeting was assured that as long as the replaced dusk til dawn photo cells are retained they can be reinstated.</p>	

	<b>Resolved:</b> agreed in principal. Cllr SDH will provided the listand Clerk to instruct E=on to carry out the work ASAP. NB National Grid to be advised when complete to adjust the unmetered supply.	<b>SDH/ CLERK</b>																																																	
45/23	<b>To consider PC’s response to the consultation regard a 40mph speed limit on Park Farm Way</b> Chairman’s suggesting wording was approved. Clerk to forward to Keir before closing date Wednesday 24/1/24, 5pm.	<b>CLERK</b>																																																	
46/23	<b>To respond the the grant requests from:</b> a) <b>Wilby Parish Church: specifically for churchyard maintenance.</b> Approved £700 b) <b>Wilby Playing Field Trust:</b> Approved in principal, £800 subject to a request being received																																																		
47/23	<b>Future of PC website:</b> Action date is 31/03/24. Doing nothing is not an option. Clerk to look on Cuttlefish link to find their offer. Cllr CBH to get a quote from alternative provider to compare with Cuttlefish. Clerk has asked 2Commune for details of any refunds that might be due. A PC meeting will be required to consider the options and to resolve the preferred option.	<b>CLERK/ CBH</b>																																																	
48/23	<p><b>FINANCIAL/ADMINISTRATIVE MATTERS</b></p> <p>a). Received balance at bank: 022/01/2024 £9606.41 b) Receipts and Payments were authorised as follows:</p> <p><b>Receipts:</b> None</p> <p><b>Payments:</b> NB Figures in red denote retrospective payments already accounted for in bank balance above</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th></th> <th></th> <th>Gross</th> <th>VAT</th> <th>Power</th> </tr> </thead> <tbody> <tr> <td>22/01/2024</td> <td>Wilby Church Fund</td> <td>UTB</td> <td>Grant</td> <td><b>£700.00</b></td> <td>£0.00</td> <td>LGA 72 s. 111/112</td> </tr> <tr> <td>22/01/2024</td> <td>WPFT</td> <td>UTB</td> <td>Grant</td> <td><b>£800.00</b></td> <td>£0.00</td> <td>“</td> </tr> <tr> <td>22/01/2024</td> <td>E-on Parish Repairs</td> <td>UTB</td> <td>Conversion of remaining Lamps to LED</td> <td><b>£648.00</b></td> <td>£108.00</td> <td>Streetlights Act 1957</td> </tr> <tr> <td>22/01/2024</td> <td>E-on Parish Repairs</td> <td>UTB</td> <td>Quarterly maintenance to 31/12/2023 in arrears</td> <td><b>£135.00</b></td> <td>£22.50</td> <td>“</td> </tr> <tr> <td>22/01/2024</td> <td>Mrs V. Smith</td> <td>UTB</td> <td>Annual office expenses</td> <td><b>£312.00</b></td> <td>£0.00</td> <td>LGA 72 s. 111/112</td> </tr> <tr> <td>31/01/2024</td> <td>HMRC</td> <td>UTB</td> <td>PAYE ERS Dec 23 &amp; Jan 24</td> <td><b>£51.40</b></td> <td>£0.00</td> <td>“</td> </tr> </tbody> </table> <p>c)<b>To receive updates expenditure/budget comparison for current year to date:</b> Presented. Will be going over budget (96% already: Ground maintenance (extra cut requested); streetlighting extra expenditure, investing for future savings, the cost of electrical certification of the lights was unexpected but required by statute</p> <p>d)<b>To agree budget 2024-25:</b> Should end up with a reserve of £7000 (50% of precept) at year end <b>RESOLVED:</b> £14,000 budget for 2024-25</p> <p>e) <b>To agree precept request for 2024-25</b> 6-7% increase required <b>RESOLVED:</b> £14,000 precept to be requested. Clerk to complete and return forms asap.</p> <p>f) <b>Internal Controls report:</b> Issues highlighted: -VAT to be claimed by 31/1/24 iro £1300. - Employers’ PAYE to be paid on line to HMRC as soon as able £51.40 (iro Dec 23 &amp; Jan 24)</p>					Gross	VAT	Power	22/01/2024	Wilby Church Fund	UTB	Grant	<b>£700.00</b>	£0.00	LGA 72 s. 111/112	22/01/2024	WPFT	UTB	Grant	<b>£800.00</b>	£0.00	“	22/01/2024	E-on Parish Repairs	UTB	Conversion of remaining Lamps to LED	<b>£648.00</b>	£108.00	Streetlights Act 1957	22/01/2024	E-on Parish Repairs	UTB	Quarterly maintenance to 31/12/2023 in arrears	<b>£135.00</b>	£22.50	“	22/01/2024	Mrs V. Smith	UTB	Annual office expenses	<b>£312.00</b>	£0.00	LGA 72 s. 111/112	31/01/2024	HMRC	UTB	PAYE ERS Dec 23 & Jan 24	<b>£51.40</b>	£0.00	“	<p><b>CLERK</b></p> <p><b>CLERK</b></p>
				Gross	VAT	Power																																													
22/01/2024	Wilby Church Fund	UTB	Grant	<b>£700.00</b>	£0.00	LGA 72 s. 111/112																																													
22/01/2024	WPFT	UTB	Grant	<b>£800.00</b>	£0.00	“																																													
22/01/2024	E-on Parish Repairs	UTB	Conversion of remaining Lamps to LED	<b>£648.00</b>	£108.00	Streetlights Act 1957																																													
22/01/2024	E-on Parish Repairs	UTB	Quarterly maintenance to 31/12/2023 in arrears	<b>£135.00</b>	£22.50	“																																													
22/01/2024	Mrs V. Smith	UTB	Annual office expenses	<b>£312.00</b>	£0.00	LGA 72 s. 111/112																																													
31/01/2024	HMRC	UTB	PAYE ERS Dec 23 & Jan 24	<b>£51.40</b>	£0.00	“																																													
49/23	<b>To consider new planning applications:</b> NW/23/000737 & 738 Wilby House, 124 Main Road PC does not wish to comment																																																		
	There being no other business, the meeting closed at 20:50 hrs																																																		

**Next meeting date:**

**Ordinary Parish Council Meeting, 18<sup>th</sup> March 2024 at 19:30, Wilby Parish Church**

**Chairman.....**

**Date.....**

*N.B. These minutes are in draft format until formally approved and signed by the Chairman*