

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

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

**MINUTES**  
15<sup>th</sup> July 2024

**Clerk:**  
Vicky Smith  
(01604 812239) clerk@wilbyparishcouncil.gov.uk

**Minutes of the Parish Council Meeting held at 7.30pm on 15th July 2024 at Wilby Parish Church**  
**Present: Cllrs Borrett, Thompson, Stevenson, Stroud; Clerk, Mrs Vicky Smith;**  
**NNC Cllr Scott Brown**

<b>29/24</b>	<p><b>Opening Procedures</b></p> <ul style="list-style-type: none"> <li>a.) Apologies were received from Cllrs Hodges and Billington-Hughes and NNC Cllr Lawman</li> <li>b.) There were no declarations of interest</li> <li>c.) The minutes of the ordinary meeting 17th June 2024 were approved as an accurate record and duly signed by the chairman.</li> <li>d.) A reminder was given to the members to keep their Register of Interest entry up-to-date</li> </ul>	
<b>30/24</b>	<p><b>Public Time</b> None present, no comments</p>	
<b>31/24</b>	<p><b>Reports</b></p> <ul style="list-style-type: none"> <li>a) <b>The Clerk’s Report</b> Speed Indicator Device (SID) – to be returned to Mears Ashby early August. <p>Double yellow lines on Mears Ashby Road yet to be instated</p> <p>CROSSING From Wilby to Sainsburys. Now with NNC</p> <p>SCHOOL PLAQUE: Update awaited from James Ellis NNC (after school building title passes to NNC)</p> <p>Solar Farm: see www.stopgreenhillsolar.co.uk residents encouraged to sign up</p> <p><b>Correspondence dealt with in the period:</b> Verges on Mears Ashby Road (SDH) Mowing rebate remains unpaid HMRC Lamp no 2 Brook Vale Co-option of new councillor publicised now free to co-opt– meeting agreed to taking no proactive action until after next May but approaches from interested parties welcomed</p> <p><b>Internal Controls Rota</b> July 2024: Cllr Thompson Sept 2024: Cllr Stevenson Nov 2024: Cllr Billington Hughes Jan 2024: Cllr Hodges March 2024: Cllr Borrett Reserve: Cllr Stroud</p> <ul style="list-style-type: none"> <li>b) <b>NNC Councillor Report</b> Quiet time: summer months and pre-election period. Summer holiday activities for children now published inc. subsidised swimming courses at Waendal (find notice for PC website) Grants for business: Energy efficiency up to £5k/business development up to £50k. Contact clerk for more information</li> </ul> </li></ul>	

	<p>c) <b>Councillors' Areas of Special Interest</b></p> <p><b>Police Liaison Representative - AGM 25/06/24</b> Met with new PFCC Danielle Stone who is committed to bringing the police and the community together. The rest of the meeting was devoted to how well the PLR role was working as a function of this aim. In some areas well but in our area clearly not even off the ground. More work to be done. Follow up and next newsletter awaited.</p> <p>Nicola Narwaz of NHP has now been in touch with PLR and has advised that parking is not strictly a police problem but will try and deploy an officer in the area more regularly. Beat Bus could visit the village</p> <p><b>STREETLIGHTS:</b> SSE account yet to be reconciled, additional contract relating to new MPAN signed and returned but we have now been advised neither are required. Awaiting written confirmation from National Grid to send onto SSE.</p> <p>Matters relating to Brook Vale streetlights to be added to September agenda.</p> <p><b>WPFT (words from H Vancliff)</b></p> <p><b>Play Equipment:</b> We have replaced the 2 older children's swing seats and at the same time shortened the chains. This prevents the new safety matting being worn away. We have fitted plastic spikes to all swing frames to prevent bird fouling on the seats. The spikes don't puncture the skin should anyone decide to climb up. This action completes one of the recommendations on the annual ROSPA report. A few volunteers spent a couple of hours washing the climbing frame for the under 6's. It looks much better. Wilby Fest: this successful event was held on 30th June. The weather stayed dry. We had great attendance, a good range of stalls and activities. Plenty of refreshments. Great entertainment in the form of Morris Dancers, Wellingborough Community Gospel choir, our very own Karen and Kevin, and to end the day Grande Quattro. A fun afternoon! We fundraised a bit over £2200. This will help to pay the insurance for the facilities, for the tractor, carry out maintenance on the wooden climbing frame as highlighted by the latest ROSPA report, and any other work required during the course of the coming year.</p>	
32/24	<p><b>To adopt:</b></p> <p><b>Updated Financial Regulations</b> <b>RESOLVED:</b> Adopted. The following to be matters are to be addressed by September meeting:</p> <ul style="list-style-type: none"> <li>• The council needs to review the banking arrangements annually (6.1)</li> <li>• The council should review DDMs and SOs every two years</li> <li>• Clerk should hold a list of regular payments authorised by the council initialled by two signatories</li> </ul> <p>RE 7.14 regarding the password remembered facility, meeting agreed the PIN is sufficient</p> <p><b>Financial Risk Assessment</b> <b>RESOLVED:</b> Adopted Meeting agreed that in addition to OneDrive, as a precaution, files should be backed up on hard drive every quarter</p>	<p>CLERK</p> <p>CLERK</p>
33/24	<p><b>To receive and approve the details of the defibrillator purchase</b> Indebted to Mr Everton: thanks to him the funds have been raised sufficient to purchase 2 defibrillators. Grant funding awaited from NNC. Once received, the order should be placed using the reference number supplied on the London Hearts invoice. <b>RESOLVED:</b> to proceed with purchase as invoiced as soon as possible</p>	
34/24	<p><b>To discuss further actions relating to the Dog Waste Bin at the Playing Field</b> No further action required as dog waste can be put in all bins in the village to the satisfaction of the WPFT committee</p>	
35/24	<p><b>To discuss further actions relating to parking on Main Road</b> <b>Resolved:</b> No further action by PC is considered appropriate. Leave it to parking enforcement which does seem to be happening</p>	
36/24	<p><b>To consider any new planning applications</b> There have been no new planning applications</p>	
37/24	<p><b>Financial Matters:</b></p> <p>a) To receive balance at bank £ 16294.08</p>	

b) To receive and authorise the receipts and payments to 15<sup>th</sup> July 2024 (Cllrs to initial and authorize bank payments: Thompson and Stevenson)

**Receipts (earmarked funds)**

02/07/24	J Everton	Credit	Donation (Defibrillator)	<b>£592.00</b>
09/07/24	Timeline New Build	Credit	Donation (Defibrillator)	<b>£114.00</b>
11/07/24	Alift Crane Hire	Credit	Donation (Defibrillator)	<b>£500.00</b>
				<b>£1,206.00</b>

**Payments**

17/06/2024	Lloyds Bank	SO	Card fee and McAfee annual renewal	<b>£62.99</b>	£0.00	LGA 72 s.111/112 LGA 72 s.142
15/07/2024	NCALC	UTB	Training VJS 4/6/24	<b>£12.00</b>	£2.00	LGA 72 s.111/112 LGA 72 s.142
01/06/2024	Cuttlefish	UTB	Annual website/licence/hosting/support & 8 email addresses	<b>£636.00</b>	£106.00	
15/07/2024	Church Fund	UTB	Donation re July meeting	<b>£25.00</b>	£0.00	LGA 72 s.111/112
21/06/2024	Eon Energy Solutions	UTB	Quarterly maintenance to 30 June In arrears	<b>£80.40</b>	£13.40	Streetlights Act 1957 s.3/ Highways Act S.310

- c) To receive details of the earmarked funds held to purchase defibrillator(s)- see above
- d) To receive any issues arising from internal controls check – none were identified in check carried out by Cllr Thompson prior to this meeting
- e) To receive actual budget comparison to date – circulated by Cllr Thompson. Clerk to seek advice on how and when to deal with virement in respect of the following cost centres, where expenditure is over budget: NCALC Publications & Courses; Insurance.

There being no other business, the meeting closed at 20:35

**Date of next Parish Council Meeting, Monday 16<sup>th</sup> Sept, 2024 at 19:30, Wilby Parish Church**

**Chairman.....**

**Date.....**

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