

# DENTON PARISH COUNCIL

C/O 33 Friars Avenue, Delapre, Northampton. NN4 8PY

Tel: 01604 700691 Clerk: Mrs Shirley Wong - CiLCA

Email: clerk@dentonparishcouncil.org.uk

Website: dentonparishcouncil.org.uk

Minutes of the **Ordinary Meeting of Denton Parish Council** held in the Village Hall, Vicarage Lane, Denton on **Wednesday 10<sup>th</sup> July 2024** at 7.30pm.

**Present:** Cllr P Cammack (Chair), Cllr L Ferrant, Cllr L Gibson, Cllr K Hewitson, Cllr S Holden, and Cllr D Penn

**In attendance:** Mrs. S Wong (Clerk) Unitary Councillor Andrew Grant and 5 Parishioners

Item No	
331/2024	<b>Public Session – Parishioners Points</b> There were 5 members of public in attendance. Points raised were as follows: Alan Jukes from Denton Village Hall Committee asked if the PC would work with them for VE Day celebrations? Maintenance of the grass verge opposite the cemetery and the cutting of “The Lane” were highlighted. The playground has lots of weeds and grass growing through the play equipment. Does the PC give permission for the tennis stands and nets be re-erected at the playground? The village pumps need looking at.
332/2024	<b>Record Attendance and receive apologies of absence</b> Apologies were received and accepted from Cllr A Addison and Cllr P Manley.
333/2024	<b>Invite Declarations of Interest in respect of items on the agenda</b> No Declarations of interest were received.
334/2024	<b>To receive and approve for signature the minutes of the Annual Meeting of the Parish Council held on the 8<sup>th</sup> May 2024</b> It was <b>Resolved</b> the Minutes of the Annual Meeting of the Parish Council held on the 8th May 2024 having been previously circulated, were approved as a true record of the meeting and signed by the Chair Cllr P Cammack.
335/2024	<b>Receive Reports from West Northamptonshire Councillors</b> Unitary Councillors Andrew Grant was in attendance. Andrew gave an update report on matters relating to West Northants Council. The financial year started well with another £10million being put into the road repairs budget.
336/2024	<b>Receive any Police updates from Cllr L Gibson</b> Cllr L Gibson recently attended the Annual Police Liaison meeting and met the new Police Crime Commissioner Danielle Stone. She is trying to gain and rebuild trust and work with communities following the departure of Stephen Mold. The local beat bus times maybe changing. Local crime figures for Denton village in the last year show there were 27 recorded offences.
337/2024	<b>Parish Council Vacancies – Discuss any applications and co-option on to the Parish Council</b> The Clerk has received no recent expressions of interest in the current Councillor vacancy at the council. <b>Action:</b> Clerk to re advertise the position on the website and social media.
338/2024	<b>Lengthsman and Footpath Warden</b> The Clerk has received no recent expressions of interest in the current Lengthsman vacancy at the council. There is an interested party for the Footpath Warden vacancy. <b>Action:</b> Clerk to source a footpath warden job description before the appointment can be made.
339/2024	<b>Discuss any Correspondence</b> <b>Discuss and agree quote to purchase a .gov domain name and email accounts and discuss and agree quote to increase insurance cover</b> It was <b>Resolved</b> to purchase the .gov domain name and change the clerks email address too. It

	<p>was agreed that ongoing costs to purchase email accounts for members was too expensive and they would not be purchased. All were in agreement. The insurance cover has been increased by £20,000 at no extra charge to the PC.</p>
340/2024	<p><b>Village Services – Receive reports from Working Groups</b></p> <p><b>a. Receive any updates on the play area / refurbishment project Cllrs K Hewitson &amp; L Ferrant, including review of the annual health &amp; safety inspection report</b> Following on from the public session at the start of the meeting, Cllr F Ferrant will organise a village tidy up of the play area and equipment. Once this is completed the Annual H&amp;S report will be addressed at the September council meeting.</p> <p><b>b. Receive update reports from the following working groups – Footpaths, Lighting, Grass Cutting, Highways Warden and Village Hall</b> The pumps in the village need to be looked at. <b>Action:</b> Members to locate a suitable company to carry out the necessary repairs.</p> <p>It was agreed that the tennis stands and nets can be re-erected at the playing field.</p> <p>The brambles along the pathway of the A428 is overgrown. <b>Action:</b> the Clerk to contact WNC to cut back.</p> <p>The hedgerow at Compton house is overgrowing the footpath, <b>Action:</b> The Clerk to write to Compton House to request the hedge be cut back to the boundary line.</p> <p>The grass verge opposite the cemetery to be looked at by Cllr D Penn.</p> <p><b>c. Discuss the responsibility of the grass cutting of the grass border outside number 5 Northampton Road, the maintenance of the alleyway from Main Street to the Leys and the paddock from the Leys</b> There is a new home owner at this location that is responsible for the laurel bushes at the side of the side garages. The roots are lifting the footpath. <b>Action:</b> photos to be sent to the Clerk and a letter sent to the new home owner. <b>Action:</b> the Clerk to write to Compton Estates with regards to the overgrown paddock down to “The Leys”.</p> <p><b>d. Discuss and agree whether to replace dying tree on corner of Bridge Meadow – Cllr D Penn</b> It was <b>Resolved</b> to remove the dying tree in the autumn.</p> <p><b>e. Discuss and agree what tree to purchase as a village Christmas tree and agree location for planting</b> It was <b>Resolved</b> to purchase a temporary Christmas Tree this year and then next year a permanent tree will be sought that can double up as the village Christmas tree. All were in agreement.</p>
341/2024	<p><b>Receive any update reports from Parish Councillors</b> <b>Discuss collaborating with the Village Hall Committee on VE Day celebrations – Cllr L Gibson</b> It was <b>Resolved</b> the PC will collaborate with the Village Hall Committee for VE Day Celebrations. Cllr L Ferrant and Cllr L Gibson will join the working party.</p> <p><b>Discuss and review the ways the PC communicates with its parishioners – Cllr L Ferrant</b></p>

	<p>It was <b>Resolved</b> that draft minutes will be circulated and published onto the website and noted on social media, shortly after meetings have taken place, so parishioners can keep track of what the pc is currently discussing. Draft minutes to be replaced with approved minutes once the minutes have been approved.</p> <p><b>Discuss and review the workings of bi monthly meetings</b> It was <b>Resolved</b> to revert back to monthly meetings bar August and December as members felt holding monthly meetings was more effective to the running of the council.</p>
<b>342/2024</b>	<p><b>Discuss any Planning matters and receive any reports</b> No new planning matters to discuss.</p>
<b>343/2024</b>	<p><b>Policies and Procedures</b> <b>Agree to review and adopt the 2024 Model Financial Regulations and a new Model Scheme of Delegation policy</b> It was <b>Resolved</b> to adopt the new 2024 Model Financial Regulations and a new Model Scheme of Delegation policy. All were in agreement.</p>
<b>344/2024</b>	<p><b>Financial matters</b> <b>a. Review Financial Statement as at 10/07/24 for information as agreed to the Bank Statement Reconciliation</b> Financial reports were received for information. £38,372.66 has been received since the start of the new financial year. This is broken down to £16,000 precept funds, £2174.58 vat refund, £50 Parish Acre rent, £19,998 Lottery funding and £150.08 bank interest. Current bank balances stand at <b>Current Account £40,197.19 and Premier Account £40,282.15.</b> Bank reconciliation stands at <b>£77,770.32</b> broken down to <b>£45,933.56</b> parish council funds and <b>£31,836.76</b> ear marked funds for the play area refurbishment project.</p> <p><b>b. Propose Payments for bank transfer and Sign any Cheques agreed by the Council</b> It was <b>Resolved</b> to approve payments to be made in July 2024 (Appendix A).</p> <p><b>c. Delegate power to the Clerk to make payments in August due to there being no PC Meeting in August</b> It was <b>Resolved</b> to delegate power to the Clerk to make payments in August.</p> <p>It was also noted that the 1st Internal Financial Audit Inspection took place today and was carried out by Parish Cllr Liz Ferrant all record keeping was found to be accurate and kept in order.</p>
<b>345/2024</b>	<p><b>Progress any matters arising from the previous minutes not covered by items on the agenda</b> No matters arising.</p>
<b>346/2024</b>	<p><b>Discuss any items to be considered for the next meeting agenda</b> Discuss the annual H&amp;S Inspection Report. Agree cost of purchasing Christmas Tree.</p>
<b>347/2024</b>	<p><b>Date of next meeting – Wednesday 11<sup>th</sup> September 2024 – Ordinary Meeting of the Parish</b> <b>Resolved</b> to hold the Ordinary Meeting of the Council. The meeting to be held in Denton Village Hall at 7.30pm. Noted there will be no monthly meeting in August.</p>
	<p><b>Close:</b> The meeting ended at 9.30pm</p>

Signed by .....Date .....

## Appendix A

### 344/2024 Financial Matters

#### a. Review Financial Statement as at 10/07/2024 and b. propose payments and sign cheques

Monies must be paid out only in pursuance of statutory powers (SP) vested in the Parish Council.

**RESOLVED** balances as presented are accepted. **RESOLVED** the following accounts be paid

Payment Method	Amount	Inc VAT of	Payee	Details	Power
D/D	39.61	0.00	Nest Pension	Employer Contribution £14.85 S Wong Contribution £24.76	LGA 1972 s 112
BT	991.75	0.00	Shirley Wong	Clerks Salary /Office Expenses & Pension June 24	LGA 1972 s 112
BT	82.08	0.00	HMRC	Employers NI £35.48 Clerks Tax £46.60	LGA 1972 s 112
BT	87.00	0.00	Barbara Osborne Business Services	Payroll for 30.04.2024 to 30.06.24	LGA 1972 s 112
BT	155.50	7.40	NPOWER	Electricity Costs to 1.6.24 to 30.06.24	Highways Act
BT	290.40	48.40	EON	Street Lighting Maintenance to 30.06.24	Highways Act
BT	903.99	150.66	Hayeswood Landscapes	Monthly grass cutting	Open Spaces Act
BT	126.00	21.00	The Play Inspection Co	Annual Health and Safety inspection report on play equipment	Open Spaces Act
BT	72.00	12.00	David Penn	Tree for D Day remembrance	Open Spaces Act

**Total of payments £2,748.33**

#### To note approved payments made out of meeting in June by the Clerk using delegated powers

Payment Method	Amount	Inc VAT of	Payee	Details	Power
D/D	39.61	0.00	Nest Pension	Employer Contribution £14.85 S Wong Contribution £24.76	LGA 1972 s 112
BT	978.75	0.00	Shirley Wong	Clerks Salary /Office Expenses & Pension May 24	LGA 1972 s 112
BT	82.08	0.00	HMRC	Employers NI £35.48 Clerks Tax £46.60	LGA 1972 s 112
BT	176.80	8.42	NPOWER	Electricity 1.5.24 to 31.5.24	Highways Act
BT	903.99	150.66	Hayeswood Landscapes	Monthly grass cutting	Open Spaces Act
BT	65.34	0.00	RGC Ground Maintenance	Trim back trees in Vicarage Lane	Open Spaces Act
BT	57.60	9.60	Northants Calc	Off to a flying start course – Lester Gibson 15.5.24	LGA 1972 s 112
BT	28.00	0.00	Denton Village Hall	Room Hire – Meeting of 8.5.24	LGA 1972 s 133

**Total of payments £2,332.17**

Denton Parish Council – Meeting Minutes of the Full Council Meeting – 10<sup>th</sup> July 2024