Minutes of the Woodford-cum-Membris Parish Council Meeting Held
on
Tuesday 10 January 2017 in the Memorial Hall Woodford Halse
Starting at 19.00 hrs.

C01/17 Present
Mr. Paul Blackwell, Mr. Howard Burdett, Mrs. Kay Coles [Chairman], Mrs. Robyn Davison, Mr. Gary Denby, Mr. Robin Gilling, Mr. Patrick Knight, Mr. George Osborne, Mr. Iain Osborne, Mr. Robert Snedker & Mrs. Christina Williams.
Four members of the public including Mrs. Jo Gilford [District Councillor].
G. P. Smith [Parish Clerk]

C02/17 Apologies
Apologies were received and accepted from: Mrs. Julie Turner [indisposed].
Apologies were also received from: Mr. Robin Brown [County Councillor] and Mrs. Elizabeth Griffin [District Councillor].

C03/17 Chairman’s Announcements
 The Chairman was sorry to have to report the recent passing of Mr. Cador Roberts [former Chairman of this Council] and extended Council’s condolences to Yvonne and family.
 Council recorded its thanks to Mr. John Scarrott for removing unsafe tree branches overhanging Station Road from Station Approach.

C04/17 Members’ Declarations of Disclosable Interest
Council received none.

C05/17 Minutes of the Last Meeting
Council approved the minutes of its meeting of 13 December 2016 and there were no matters arising.

C06/17 Public Session
No matters were raised.

C07/17 Woodford Halse Village Signpost - Sixth Website Update - January to December 2016
Council adopted the following report from Mr. John Williams [Editor]:

The Woodford Halse Village Signpost web site has now been running for just over three and a half years. This report updates the details from my report last December with information from January to December 2016. The overall picture is one of slowly increasing growth in usage.

Summary
 There were over 21,200 web site visits in 2016 with views of over 50,000 pages (compared with 18,732 & 48,260 in 2015), an average of over 55 visits every day.
 The number of visits was up by 13% and the number of page views up by 4% compared with 2015.
 The Signpost web site is ranked #2 (after our Wikipedia entry) on searches for "Woodford Halse" on Google. Google is by far the dominant search engine used to find our site - over 90% of searches that come to our site come from Google. Twitter has been only a small source of visits to the site this year, less than 1% of views came from there.
 We have 366 Facebook "Likes" (up from 305 last year) - these people get all our updates on their
Facebook feed automatically. We also continue to post selected items to the separate, independently run Woodford Halse Community Facebook page with its 2,400+ members.

- The three most popular pages were WOW (814 views) Parish Council (781 views), Meeting Minutes (573) & Events (564).
- 243 news items were put on the site in 2016. An added news items is the main reason why someone comes to look at the site.
- The most popular news items were those on Road Closures (over 3,000 views in total), problems with water (over 900 views), SARA field issues, and Police Warnings. Posts typically get between 50 and 150 readings, depending on topic.
- The web site played a major role in the consultation process for the Woodford cum Membris Neighbourhood Development Plan with almost every response to the Plan being received electronically via the web site. Pages related to the Plan had over 650 hits during the consultation period and over 1,100 overall.
- This year we introduced a specific "Xmas News" page to allow local businesses to publicise their Christmas activities. This has carried posts about the Blossom Shop, Social Club Events, shop club and pub opening times and local Xmas events.
- The Signpost carries fraud warnings from local police and the national fraud program. 31 new items were added. They were accessed typically between 40 and 50 times each.
- In December we carried out a survey of visitors to the site which resulted in 33 responses which are summarised in a separate report.
- Data in this report comes from the information held by the web site software. Next year I hope to add to it with further information from the information held by Google which we can also have free access to.

Mr. Williams also reported the following Signpost Opinion Survey - December 2016:

The Woodford Halse Village Signpost web site invited visitors to take part in an on-line survey of their views on the web site. This survey was conducted between 30th November and 31st December.

**Summary**

- 33 responses were received, 29 from people that had used the web site before and 4 from newcomers.
- Of the newcomers their more usual source of information was the WOW or Facebook. 2 respondents said they "didn't really know what is there". (To help address this problem I have drafted a short article for February's WOW).
- Over half of regular users say they visit the site to see what has changed; others are prompted to visit by Facebook posts or visit when they are looking for something particular. Only a small percentage subscribes to the site and gets email updates (205 of respondents and much less for the population in total).
- A number of improvements for the site were suggested. This receiving the most positive support (rated either "essential" or "important") were More Details on Local Transport (22 votes), Improved Business Directory (15 votes) and More Information on Local Societies and local Small Ads (13 votes each).
- Just under half the respondents had noticed the PCSO's twitter feed on the front page of the site. Of those, almost all found them helpful and considered we should show more posts.
- There was a question that invited respondents to add any suggestions but only one specific suggestion was received from someone that said they were unaware of the twitter feed (a link has now been added to the front page) and that they find the site difficult to navigate. It wasn't clear if this is from a PC or a mobile device (certainly the display of the site on a mobile phone could be improved).

Resolved: Headlines should be published on the Signpost as soon as possible after each Parish Council meeting and minutes when approved by Council.

The Chairman and Council thanked Mr. Williams for his continued operation and development of the Signpost which is now an essential means of communications for the Parish.
C08/17 Kitchen Lane
Resolved: Mr. Knight would arrange the clearance of ditches alongside Kitchen Lane with volunteers and equipment costing no more than £100.00.

C09/17 Budget & Precept for Year Ending 31 March 2018
Resolved: The Precept is set at £141,000 according to the annexed [A and B] budget. The increase over the current year being due to the demands of an expanding Parish and the stewardship of the recently acquired [on behalf of the village] former railway embankment & associated land.

C10/17 Neighbourhood Development Plan
Mr. Snedker [Group Chairman] reported that a version of the Plan had now been prepared for submission to Daventry District Council for consideration. He thanked Mr. John Williams for collating all information received from the public in drafting this document.

C11/17 Central Wood - Committee of Council
Council appointed a Committee [advisory]:
- To consider all matters relating to the former railway embankment & associated wetland. To report and make recommendations to the Parish Council acting always under the authority of the Parish Council. Secondary, after a period of time [say after one year] make recommendations to the Parish Council about if/which functions might be delegated to the Committee.
- Comprising ten members, five of whom shall be members of the Parish Council and five non-members.
- To be reviewed annually by Council in May.

Council appointed to the Committee: Mr. Paul Blackwell, Mrs. Kay Coles, Mr. Robert Snedker, Mrs. Julie Turner and Mrs. Christina Williams.

Council set the date for the Committee’s first meeting as Thursday 26 January 2017.

C12/17 Northamptonshire Police - Community Support Officer [“PCSO”]
Council received notification from Northants. Police that the prevailing arrangements for the resourcing and funding of PCSOs may be changing this year, the proposal being to implement any changes with effect from 01 October 2017. Consequently, the Police give Council Notice of Termination of the original contractual arrangement on 30 September 2017.

Council was concerned at the impact of any changes on the cost and content of the PCSO service. Council will work with the Police in developing new arrangements consulting the Parish before concluding any revised Agreement.

C13/17 Northamptonshire County Council - Empowering Councillors & Communities Scheme
On the invitation of Mr. Robin Brown, Council requested a £300.00 grant for the provision of a public noticeboard for the Grants Hill residential development.
### C14/17 Receipts & Payments

Council noted receipts and authorized payments:

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<th>£</th>
<th>Payments</th>
<th>£</th>
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<tr>
<td>NatWest interest</td>
<td>0.24</td>
<td>G. Warner property &amp; caretaker</td>
<td>407.02</td>
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<td>Tim Williams WoW Advert.</td>
<td>26.40</td>
<td>D. Wise Booking Clerk</td>
<td>132.00</td>
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<tr>
<td>NCC Village Centre rent</td>
<td>1,050.0</td>
<td>HMRC paye &amp; nic</td>
<td>444.40</td>
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<td>MC hire</td>
<td>145.00</td>
<td>WH Baby &amp; Toddler Group NCC grant</td>
<td>300.00</td>
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<tr>
<td>VC hire</td>
<td>120.00</td>
<td>B. Gas electricity VC</td>
<td>390.06</td>
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<tr>
<td>Allotment rent</td>
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<td>B. Gas electricity MC</td>
<td>36.35</td>
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<tr>
<td>Serendipity Yogi MC hire</td>
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<td>Crown gas MC &amp; VC</td>
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<tr>
<td>Burial fee</td>
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<td>NatWest monthly fee</td>
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<td></td>
<td></td>
<td>Eon streetlights maintain. ¼</td>
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<td>Unit Clean MC, VC, toilets, b/shelter</td>
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<td>Playground Services Rhino Ramps</td>
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<td></td>
<td>Office, postages, admin.</td>
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<tr>
<td></td>
<td></td>
<td>A. Webb property maintenance</td>
<td>156.33</td>
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### C15/17

There being no further business the meeting was closed at 21.00 hrs.