

GREAT ADDINGTON PARISH COUNCIL

Thursday 10 March 2016

To members of the public

You are hereby invited to attend a meeting of Great Addington Parish Council to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 16 March 2016 at 7:45 pm for the purpose of transacting the following business.

H. Hoier

Mrs Helen Hoier (Clerk/RFO to the Council)
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AGENDA

16/413 Formalities.

- a) **To receive and approve apologies for absence.**
The Council will receive any apologies from Councillors and consider formal approval of the reasons provided.
- b) **To receive information requests/comments from members of the public.**
The Council will receive and process any information requests/comments from members of the public in accordance with the Freedom of Information Act 2000 and Standing Orders.
- c) **To receive declarations of discloseable pecuniary/other interests by Councillors and dispensation requests.**
Councillors will refer to the latest guidance regarding declaration of discloseable pecuniary interests (DPIs) and granting of dispensations.
- d) **To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.**
The Council will consider whether this procedure is required for any agenda items containing confidential information.

16/414 To confirm the minutes of the meeting held on Wednesday 17 February 2016.

Subject to approved amendments, the minutes of this meeting will be confirmed as a correct record and a copy will be published on the Council's website.

16/415 To note and confirm details of this Council's Staff Self-Assessment Appraisal Procedure.

The Council will confirm this procedure to assess performance, set achievable goals and identify any training requirements in order to enhance the Clerk's contribution to the Council's success in achieving its objectives.

16/416 Minor items.

- a) **To receive and note the Chairman's announcements (for information only).**
The Chairman will have the opportunity to report on the activities of the Council and to invite local authority representatives to speak on behalf of their areas of responsibility.
- b) **To receive and note correspondence/notifications/publications/reports/updates (for delegated action and/or information only).**
 - (i) **Planning permission/listed building consent/tree preservation order/lawful development certificate/prior approval decisions notified by ENC Planning Services.**
No new notifications of ENC Planning Services decisions have been received since 17 February 2016.

- (ii) **Parish monthly reported crime figures notified by Northamptonshire Police.**
The Council has received notification that two theft/handling offences were reported in February 2016.
- (iii) **Correspondence/reports/publications.**
The Council will receive and note any other correspondence/reports/publications.
- (iv) **On-going items.**
The Council will receive and note updates from Councillors and the Clerk regarding any on-going items/delegated actions which are not within the Four Year Plan.

16/417 East Northamptonshire Council (ENC).

- a) **To note details of feedback from the Little Addington Public Consultation Event held on 7 December 2015 regarding a proposed mixed tenure development of affordable and market housing for local people.**
The Council will note details of documents prepared by ENC Housing Strategy Team and Northamptonshire Rural Housing Association relating to this consultation event held to gauge local opinion of a proposed housing development off Lower Street in Little Addington.
- b) **To receive and note ENC correspondence/reports/publications (for information only).**

16/418 Northamptonshire County Council (NCC).

- a) **To consider this Council's response to the Northamptonshire Permit Scheme for Road Works and Street Works Consultation.**
The Council will consider its response to this consultation regarding NCC's intention to amend the current scheme to include all roads in Northamptonshire except motorways and trunk roads in accordance with new legislation for which the deadline is Friday 15 April 2016. Background information has been circulated previously and is available using the link below: <http://www3.northamptonshire.gov.uk/councilservices/northamptonshire-highways/licences-and-business-permits/Pages/permit-scheme.aspx>
- b) **To consider this Council's priorities regarding minor highway/footpath improvements and complete the 2016 Community Enhancement Gangs request form.**
The Council will consider its priorities regarding improvement works to enhance the village environment before submitting the request form for which the deadline is Monday 11 April 2016.
- c) **To receive and note NCC correspondence/reports/publications (for information only).**

16/419 Constituency for Corby and East Northamptonshire.

To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr T Pursglove MP (for information only).

16/420 To note the latest details of this Council's Four Year Plan; confirm its priorities; and consider the options and resources available regarding achieving its short, medium and long term objectives (including any legal responsibilities).

The Council will note the latest details of this action plan which has been introduced by the Chairman to assist in confirming the Council's priorities, achieving its objectives and monitoring its progress over the next four years.

16/421 Community.

- a) **To finalise the agenda of the Annual Parish Meeting (of electors) to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 18 May 2016 at 7:30 pm.**
The Council will finalise the agenda for this meeting and consider issues of potential interest to local electors.
- b) **To approve this Council's copy for the April 2016 issue of Saints Alive!**
The Council will approve copy to be submitted along with the regular items for inclusion in this issue for which the deadline is Thursday 17 March 2016.
- c) **To note issues of concern/interest raised by residents since 17 February 2016 and to consider the options and resources available to this Council.**
The Council will note any issues of concern/interest expressed by residents and will consider the options and resources available.
- d) **To receive and note reports of Addingtons organisations.**
The Chairman will invite Councillors to report on recent activities of the organisations they represent.

16/422 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).

- a) **To note the latest details of NACRE/NCALC/SLCC conference and training courses.**
The Council will consider attendance at these events at the cost per delegate of up to £79 plus VAT to ensure awareness of current legislation and/or recommended good practice.
- b) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**

16/423 Finance.

- a) **To finalise the timetable for this Council's Annual Return for the year ended 31 March 2016.**
The Council will finalise the timetable for this statutory procedure which must be undertaken by 30 June 2016.
- b) **To approve an extension to the terms and conditions (including price) of the 2015/16 All Saints Church mowing contract for at least 12 months from 1 April 2016.**
The Council will approve formally an extension of this contract with JME Ground Services Ltd on the grounds of economy, efficiency and effectiveness.
- c) **To receive and approve the monthly financial statements and bank reconciliation.**
The Council will receive and scrutinise the latest accounting documents to ensure that bank balances reconcile to receipts and payments.
- d) **To approve payments in accordance with relevant legislation.**
The Council will approve cheques 100266-100271 for payment once confirmation has been received that the proposed transactions have been budgeted accurately.
 - (i) **Payment of the Clerk's salary (January-March 2016).**
100266 - £375.25 (Local Government Act 1972, s 112).
 - (ii) **Payment to HM Revenue & Customs for PAYE (January-March 2016).**
100267 - £94.00 (Local Government Act 1972, s 112).
 - (iii) **Payment of the Clerk's administrative expenses (April 2015-March 2016).**
100268 - £38.87 (Local Government Act 1972, s 111).
 - (iv) **Payment to All Saints Church, Great Addington Parochial Church Council for the annual Saints Alive! subscription (2015/16).**
100269 - £100.00 (Local Government Act 1972, s 142).
 - (v) **Payment to Great Addington CE (VA) Primary School for photocopying.**
100270 - £13.35 (Local Government Act 1972, s 111).
 - (vi) **Payment to SLCC for the annual membership subscription.**
100271 - £65.00 (Local Government Act 1972, s 143).

16/424 To confirm any additional business to be included on the agenda of the next meeting.

The Council will note any additional business and confirm if it is of sufficient relevance to be included on the agenda of the next meeting.

16/425 To confirm the date of the next meeting (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 20 April 2016 at 7:45 pm).