

# GREAT ADDINGTON PARISH COUNCIL

Thursday 14 April 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 20 April 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

### 16/426 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.

### 16/427 To confirm the minutes of the meeting held on Wednesday 16 March 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.

### 16/428 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.

### 16/429 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.**  
The Council has received notification that permission for 16/00041/FUL planning application has been granted subject to conditions.

- (ii) **Parish monthly reported crime figures notified by Northamptonshire Police.**  
No new notifications of Northamptonshire Police crime figures have been received since 16 March 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.

**16/430 East Northamptonshire Council (ENC).**

**To receive and note ENC correspondence/reports/publications (for information only).**

**16/431 Northamptonshire County Council (NCC).**

- a) **To consider this Council's response to the NCC Children's Centre Services Consultation.**

The Council will consider its response to this consultation regarding proposed changes to Northamptonshire Children's Centre Services which provides early childhood support (health visiting and childcare) to families for which the deadline is Thursday 28 April 2016. Background information has been circulated previously and is available using the link below:

<http://www.northamptonshire.gov.uk/en/councilservices/council/consultations/pages/Details.aspx?cid=dd309410-84c5-4c2e-ab2d-d3528a764179&email=yes>

- b) **To receive and note NCC correspondence/reports/publications (for information only).**

**16/432 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).**

**16/433 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.

**16/434 Community.**

- a) **To approve this Council's copy for the May 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 21 April 2016.
- b) **To note issues of concern/interest raised by residents since 16 March 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.
- c) **To receive and note reports of Addingtons organisations.**  
The Chairman will invite Councillors to report on recent activities of the organisations they represent.

**16/435 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).**

- a) **To consider this Council's response to the NCALC Survey of Parish and Town Councils 2016.**  
The Council will consider its response to this survey which is being undertaken to refresh data previously collected in 2011, explore members' attitudes to current policy initiatives and help improve NCALC's services for which the deadline is Sunday 15 May 2016.
- b) **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. The Clerk will provide feedback following attendance at the SLCC Regional Roadshow 2016.
- c) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**

**16/436 Finance.**

- a) **To consider the options and resources available to this Council regarding its future internal audit arrangements.**  
The Council will consider the available options and resources (including the Northants CALC Internal Audit Service) regarding its legal obligation to ensure its internal audit arrangements continue to meet the principles of independence and competence.
- b) **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.
- c) **To approve payments in accordance with relevant legislation.**  
The Council will approve cheques 100273-100277 for payment once confirmation has been received that the proposed transactions have been budgeted accurately.
- (i) **Payment to E.ON for street lighting energy (January-March 2016).**  
100273 - £320.51 plus VAT (Parish Councils Act 1957, s 3).
- (ii) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for street lighting maintenance (January-March 2016).**  
100274 - £76.82 plus VAT (Parish Councils Act 1957, s 3).
- (iii) **Payment to JME Ground Services Ltd for All Saints Church mowing (March 2016).**  
100275 - £52.50 plus VAT (Local Government Act 1972, s 215).
- (iv) **Payment to Northants CALC for the annual membership subscription.**  
100276 - £225.96 (Local Government Act 1972, s 143).
- (v) **Payment to SLCC Enterprises Ltd for the Clerk's attendance at the SLCC Regional Roadshow 2016.**  
100277 - £79.00 plus VAT (Local Government Act 1972, s 111).

**16/437 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.

**16/438 To confirm and list action items from this meeting.**

The Council will confirm details of the activity/task, person delegated and completion date for each action item from the meeting.

**16/439 To confirm the date of the Council's Annual Meeting (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 18 May 2016 at 8:45 pm).**