

# GREAT ADDINGTON PARISH COUNCIL

Thursday 16 March 2017

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 22 March 2017 at 7:45 pm for the purpose of transacting the following business.

*H. Hoier*

Mrs Helen Hoier (Clerk/RFO to the Council)  
10 Rushwell Close  
Great Addington  
KETTERING  
NN14 4BP

01536 330858

[clerk@greataddingtonpc.co.uk](mailto:clerk@greataddingtonpc.co.uk)

[www.greataddingtonpc.co.uk](http://www.greataddingtonpc.co.uk)

## AGENDA

### 17/563 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.

### 17/564 To confirm the minutes of the meeting held on Wednesday 22 February 2017.

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.

### 17/565 To adopt the SLCC Model Equal Opportunities Policy with approved amendments.

The Council will adopt this policy in accordance with the Public Sector Equality Duty to consider the needs of all individuals when shaping policy, delivering services and in relation to employment.

### 17/566 Minor items (for information and/or delegated action only).

- a) **To receive and note reports from District and County representatives.**
  - (i) Cllr D Hughes (ENC Woodford Ward).
  - (ii) Cllr S Hughes (NCC Irthlingborough Division).
- b) **To receive and note decisions notified by ENC Planning Services.**
- c) **To receive and note monthly reported crime figures notified by Northamptonshire Police.**
- d) **To receive and note correspondence/reports/publications from other organisations.**
  - (i) Central and East Northamptonshire Citizens Advice Bureau (March 2017).
  - (ii) Clerks and Councils Direct (March 2017).
  - (iii) HMRC Business Help and Support (March 2017).
  - (iv) Keep Britain Tidy (February/March 2017).
  - (v) Rural Services Network (February/March 2017).

- e) **To receive and note 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.
- (i) **Automatic enrolment reporting duties to the Pensions Regulator.**
  - (ii) **Extension to the terms and conditions of the 2016/17 All Saints Church mowing contract.**

**17/567 East Northamptonshire Council (ENC).**

- a) **To consider this Council's response to 16/02119/FUL full planning application for development of two distribution buildings containing B8 warehousing space with ancillary office, B1 office and research and development space (B1c) together with vehicular access from Warth Park Way and London Road; earthworks and landscaping including the creation of drainage features with green infrastructure and landscaping provision including along Meadow Lane, land end of Scalley Way, Raunds.**  
The Council will consider its response to this full planning application for which the deadline is Thursday 23 March 2017. Background information has been circulated previously and is available using the link below:  
<http://pawebssrv.east-northamptonshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=OFRD1EGO03N00>
- b) **To note details of the ENC Member Empowerment Fund.**
- c) **To receive and note ENC correspondence/reports/publications (for information only).**
- (i) **E-mail regarding funding to improve road safety.**
  - (ii) **E-mail regarding the Women's Cycling Tour.**
  - (iii) **Joint Standards Complaints Committee meeting documents.**

**17/568 Northamptonshire County Council (NCC).**

- a) **To consider this Council's response to the NCC Prioritisation Framework and Process Consultation.**  
The Council will consider its response to this consultation regarding NCC's principles and standards when determining its priorities for which the deadline is Friday 24 March 2017. Background information has been circulated previously and is also available using the link below:  
<http://www.northamptonshire.gov.uk/en/councilservices/council/consultations/pages/Details.aspx?cid=e8c54bc6-a119-4233-a316-935654276921&returnpage=%2fen%2fcouncilservices%2fcouncil%2fconsultations%2fadmin%2fpages%2fhome.aspx>
- b) **To receive and note NCC correspondence/reports/publications (for information only).**
- (i) **E-mail regarding NCC 30 Hours Free Childcare - Parental Demand Survey.**
  - (ii) **Council Plan 2016-2020 (February 2017).**
  - (iii) **My County Council In Northamptonshire (March 2017).**

**17/569 Constituency for Corby.**

**To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr T Pursglove MP (for information only).**  
**Tom Pursglove MP's Westminster Report (February/March 2017).**

**17/570 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.

- a) **To note the latest details and consider proposals by this Council regarding upgrading the street lighting.**
- b) **To note the latest details and consider proposals by this Council regarding its purchase of traffic calming schemes.**
- c) **To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.**
- d) **To note the latest details and consider proposals by this Council regarding its review of governance documents.**
- e) **To note the latest details and consider proposals by this Council regarding its adoption of the red telephone box in Main Street.**

**17/571 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 17 May 2017 at 7:30 pm.**

The Council will finalise the agenda for this meeting and consider issues of potential interest to local electors.

- b) **To note this Council's copy for the April 2017 issue of Saints Alive!**

The Council will note copy which has been submitted along with the regular items for inclusion in this issue for which the deadline is Thursday 16 March 2017 (prior to the scheduled meeting).

**17/572 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).  
To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**

- a) **E-mail regarding the Local Government Act 1972, s 137 limit per elector for 2017/18.**

- b) **SLCC The Clerk Magazine (March 2017).**

**17/573 Finance.**

- a) **To finalise the timetable for this Council's Annual Return for the year ended 31 March 2017.**

The Council will finalise the timetable for this statutory procedure which must be undertaken by 30 June 2017.

- b) **To review the effectiveness of this Council's arrangements for the management of risk and systems of internal control for the year ended 31 March 2017.**

The Council will undertake a review of these procedures to ensure that they are adequate and have been maintained in accordance with proper accounting practices.

- c) **To receive and approve the monthly financial statements and bank reconciliation.**

The Council will receive and scrutinise these documents to ensure that its bank balances reconcile to receipts and payments.

- d) **To approve payments in accordance with relevant legislation.**

The Council will approve cheques 100314-100320 for payment once confirmation has been received that the proposed transactions have been budgeted accurately.

- (i) **Payment of the Clerk's salary (January-March 2017).**

100314 - £380.00 (Local Government Act 1972, s 112).

- (ii) **Payment to HM Revenue & Customs for PAYE (January-March 2017).**

100315 - £95.00 (Local Government Act 1972, s 112).

- (iii) **Payment of the Clerk's administrative expenses (April 2016-March 2017).**

100316 - £42.40 (Local Government Act 1972, s 111).

- (iv) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for photocell replacement (Lamp 9).**

100317 - £28.16 inclusive of 20% VAT (Parish Councils Act 1957, s 3).

- (v) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for street lighting maintenance (January-March 2017).**

100317 - £92.18 (Parish Councils Act 1957, s 3).

- (vi) **Payment to JME Ground Services Ltd for All Saints Church mowing (February 2017).**

100318 - £126.00 inclusive of 20% VAT (Local Government Act 1972, s 215).

- (vii) **Payment to Great Addington CE (VA) Primary School for photocopying.**

100319 - £13.35 (Local Government Act 1972, s 111).

- (viii) **Payment to the Society of Local Council Clerks for the Clerk's SLCC and ALCC annual membership subscription (April 2017-March 2018).**

100320 - £65.00 (Local Government Act 1972, s 143).

**17/574 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.

**17/575 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.

**17/576 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 19 April 2017 at 7:45 pm).**