

GREAT ADDINGTON PARISH COUNCIL

Tuesday 11 April 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 19 April 2017 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

17/577 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.

17/578 To confirm the minutes of the meeting held on Wednesday 22 March 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.

17/579 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) HMRC Business Help and Support (March/April 2017).
 - (ii) Rural Services Network (March/April 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) **Allocation of the Transparency Fund for Smaller Authorities grant.**
 - (ii) **Community Speed Watch 2017.**
 - (iii) **Great Addington on the Women's Cycling Tour route.**

17/580 East Northamptonshire Council (ENC).

**To receive and note ENC correspondence/reports/publications (for information only).
45th Annual Meeting of the Council documents.**

17/581 Northamptonshire County Council (NCC).

- a) **To complete a questionnaire regarding the Definitive Map and Statement for Great Addington.**

The Council will consider the top and bottom 10% by usage of the rights of way within Great Addington when responding to this questionnaire to provide data for the Northamptonshire Highways Rights of Ways Improvement Plan for which the deadline is Saturday 1 July 2017.

- b) **To receive and note NCC correspondence/reports/publications (for information only).**
- (i) **E-mail regarding NCC Update of Consultation Resources (April 2017).**
 - (ii) **E-mail regarding NCC Sensory Impairment Service Review.**
 - (iii) **NCC Annual Report Highlights.**
 - (iv) **Northamptonshire Safety Matters Newsletter (March 2017).**
 - (v) **Northamptonshire Trading Standards News (Issue 10).**

17/582 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).**

17/583 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.**

17/584 Community.

- a) **To consider attendance at the Civic Voice War Memorials in Northamptonshire Workshop to be held at The Guildhall, Northampton on Thursday 27 April 2017 from 9:45 am to 1:00 pm.**

The Council will consider attendance at this event which is being held to raise awareness of the First World War Memorials Programme.

- b) **To approve this Council's copy and flyer for the May 2017 issue of Saints Alive!**

The Council will approve the design on the reverse side of a separate flyer publicising the Annual Parish Meeting (of electors) when approving copy to be submitted along with the regular items for inclusion in this issue for which the deadline is Thursday 20 April 2017.

17/585 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).
NCALC eUpdate (March/April 2017).**

17/586 Finance.

- a) **To confirm details of this Council's banking arrangements including the transfer of its current account to Unity Trust Bank plc and a review of bank signatories.**

The Council will confirm these details regarding the balance transfer and closure of its Barclays Bank plc current account along with a review of bank signatories including for its Bank of Scotland plc deposit account.

- b) **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.
- 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 receive and approve the quarterly statement of receipts and payments under each budget heading.**
The Council will receive and scrutinise these documents to enable it to establish actual performance against its budget and consider explanations of any significant variances.
- e) **To approve payments in accordance with relevant legislation.**
The Council will approve the monthly schedule of payments once confirmation has been received that the proposed transactions have been budgeted accurately.
 - (i) **Payment to Unity Trust Bank plc for service charges (January-March 2017).**
PAY000008 - £18.00 (Local Government Act 1972, s 111).
 - (ii) **Payment to JME Ground Services Ltd for All Saints Church mowing (March 2017).**
CHQ300001 - £63.00 inclusive of 20% VAT (Local Government Act 1972, s 215).
 - (iii) **Payment to E.ON for street lighting energy (January-March 2017).**
CHQ300002 - £386.53 inclusive of 5% VAT (Parish Councils Act 1957, s 3).
 - (iv) **Payment to Northants CALC for the annual membership subscription (April 2017-March 2018).**
CHQ300003 - £224.91 (Local Government Act 1972, s 143).
 - (v) **Payment to Northants CALC for the internal audit fee (April 2017-March 2018).**
CHQ300003 - £167.00 (Local Government Finance Act 1982, s 12).

17/587 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.

17/588 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.

17/589 To confirm the date of the Annual Meeting of the Council (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 24 May 2017 at 8:45 pm).