

GREAT ADDINGTON PARISH COUNCIL

Thursday 14 September 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 20 September 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

17/640 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.

17/641 To confirm the minutes of the meeting held on Wednesday 16 August 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.

17/642 To co-opt to fill the casual vacancy.

Subject to there being more than one nomination, candidates will be given the opportunity to address the Council before exclusion of members of the public from the meeting. The co-option will then be proposed, seconded and voted upon in public, with the successful candidate receiving an absolute majority of more than 50% of the votes cast.

17/643 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 correspondence/reports/publications from other organisations.**
 - (i) **Civic Voice War Memorials News (August/September 2017).**
 - (ii) **HMRC Business Help and Support (August/September 2017).**
 - (iii) **Keep Britain Tidy (September 2017).**
 - (iv) **Public Sector Network (August 2017).**
 - (v) **Rural Services Network (August/September 2017).**

- d) **To receive and note the action log from previous meetings.**
The Council will receive and note updates from Councillors and the Clerk regarding the progress of delegated actions/on-going items which are not within the Four Year Plan.

17/644 East Northamptonshire Council (ENC).

To receive and note ENC correspondence/reports/publications (for information only).
E-mail regarding the launch of the new National Lottery Awards for All programme.

17/645 Northamptonshire County Council (NCC).

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

- a) **E-mail regarding the NCC Patient Survey for the Northamptonshire Pharmaceutical Needs Assessment.**
b) **First for Wellbeing Newsletter (September 2017).**

17/646 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 (August/September 2017).

17/647 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.**

17/648 Community.

- a) **To note details of this Council's application for funding via the East Northamptonshire Community Facilities Fund to upgrade footpath access to the Nene Valley Greenway.**
The Council will note details of the e stage of this funding application to provide an all-weather surface suitable for pedestrians, cyclists and horse riders along MA8 in response to requests from local residents.
b) **To approve this Council's copy for the October 2017 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 September 2017.

17/649 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 conferences and training courses.**
The Council will consider attendance at these events to ensure awareness of the latest legislation and/or recommended good practice.
(i) **NACRE Harnessing Social Media workshop on Wednesday 4 October 2017 at £35.00 per delegate.**
(ii) **NCALC Off to a Flying Start training course on Wednesday 15 November 2017 at £42.00 per delegate.**
b) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**
(i) **SLCC The Clerk Magazine (September 2017).**
(ii) **SLCC News Bulletin (August/September 2017).**
(iii) **SLCC The Clerk Magazine (September 2017).**

17/650 Finance.

- a) **To receive the concluded Annual Return for the year ended 31 March 2017, consider an issue arising from the External Auditor's report and confirm the amended value of this Council's fixed assets.**

The Council will receive this document, consider an issue arising regarding the 50% deposit of £5,534.40 paid to Stocksigns Ltd for the supply and installation of four vehicle activated signs (VAS) and approve the restated value of £38,145 in box 9 of Section 2 – Accounting statements 2016/17. Background information has been circulated previously regarding the requirement to capitalise an asset prior to acquisition when a deposit has been paid.

- b) 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.
- c) To consider grant applications and annual donations for the benefit of community, voluntary and charitable organisations.**
The Council will consider any written grant applications submitted by local organisations together with donations which have been budgeted and are granted annually at the Council's discretion.
- d) 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 of the Public Works Loan Board administration fee.**
PAY000015 - £25.00 (National Loans Act 1968, s 3).
- (ii) Payment of the Clerk's salary (July-September 2017).**
PAY000016 - £384.00 (Local Government Act 1972, s 112).
- (iii) Payment to HM Revenue & Customs for PAYE (July-September 2017).**
PAY000017 - £96.00 (Local Government Act 1972, s 112).
- (iv) Payment to JME Ground Services Ltd for August 2017 All Saints Church mowing (6310).**
PAY000018 - £67.50 inclusive of 20% VAT (Local Government Act 1972, s 215).
- (v) Payment to BDO LLP for the 2017 external audit fee (1652664).**
PAY000019 - £156.00 inclusive of 20% VAT (Local Government Finance Act 1982, s 12).
- (vi) Payment to Unity Trust Bank plc for service charges (July-September 2017).**
PAY000020 - £18.00 (Local Government Act 1972, s 111).

17/651 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.

17/652 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.

17/653 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 18 October 2017 at 7:45 pm).