

# GREAT ADDINGTON PARISH COUNCIL

Thursday 11 January 2018

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 17 January 2018 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

### 18/693 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.

### 18/694 To confirm the minutes of the meeting held on Wednesday 20 December 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.

### 18/695 Governance.

To appoint a member as a representative of this Council to the Addingtons Playing Field Association (APFA) for 2017/18.

### 18/696 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) E-mail regarding Holocaust Memorial Day 2018.
  - (ii) Central and East Northamptonshire Citizens Advice Bureau (January 2018).
  - (iii) E.ON Monthly Market Report (December 2017).
  - (iv) HMRC Business Help and Support (December 2017).
  - (v) Clerks and Councils Direct (January 2018).
  - (vi) Local Council Public Advisory Service (December 2017/January 2018).
  - (vii) Rural Services Network (December 2017/January 2018).

- 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.

**18/697 East Northamptonshire Council (ENC).**

**To receive and note ENC correspondence/reports/publications (for information only).  
Joint Standards Complaints Committee meeting documents.**

**18/698 Northamptonshire County Council (NCC).**

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

- a) **First for Wellbeing Newsletter (December 2017).**  
b) **My County Council In Northamptonshire (December 2017/January 2018).**

**18/699 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 (December 2017).**

**18/700 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 its purchase of traffic calming schemes.**  
b) **To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.**  
c) **To note the latest details and consider proposals by this Council regarding its review of governance documents.**  
d) **To note the latest details and consider proposals by this Council regarding its adoption of the red telephone box in Main Street.**  
e) **To note the latest details and consider proposals by this Council regarding upgrading footpath access to the Nene Valley Greenway.**

**18/701 Community.**

- a) **To consider the options and resources available to this Council regarding developing a Neighbourhood Plan.**

The Council will consider the options and resources available regarding this right to shape the development of the local area introduced by the Localism Act 2011, including possible co-operation with neighbouring communities. Background information has been circulated previously and is available using the link below:

<https://mycommunity.org.uk/wp-content/uploads/The-Good-Councillors-Guide-to-Neighbourhood-Planning.pdf>

- b) **To note the latest details of Stanwick Parish Council's 'Think Before You Park' initiative to address the issue of inconsiderate parking.**

The Council will note the latest details of this initiative whereby advisory leaflets are issued explaining the impact of parking inconsiderately.

- c) **To note details of the Great British Spring Clean and confirm the details of Operation Spring Clean 2018.**

The Council will note details of this campaign co-ordinated by Keep Britain Tidy to be held from Friday 2 to Sunday 4 March 2018 and will confirm the date, time and all other necessary arrangements regarding the annual Great Addington litter pick.

- d) **To approve this Council's copy for the February 2018 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 18 January 2018.

**18/702 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 NACRE membership.**  
b) **SLCC The Clerk Magazine (January 2018).**

**18/703 Finance.**

- a) **To confirm this Council's authorisation procedure for due payments which arise on a regular basis as a result of a continuing contract, statutory duty or obligation.**  
The Council will confirm details of authorisation instructions when these payments may be made by direct debit or standing order in accordance with Financial Regulations 5.6 and 5.7.
- b) **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 monitor actual performance against its budget, consider explanations of any significant variances and approve corrective action if necessary.
- 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 monthly internal control checklist.**  
The Council will receive and scrutinise this document to enable it to test specific internal controls, report findings and approve corrective action if necessary.

**18/704 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.

**18/705 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.

**18/706 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 21 February 2018 at 7:45 pm).**