

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Wednesday 18 March 2015

Present at the meeting.

Councillors: Cllr C Fry (in the Chair), Cllr A Fischelis, Cllr C May, Cllr H Mayes, Cllr N Palmer and Cllr M Scott.

In attendance: Mrs H Hoier (Clerk).

15/269 Formalities.

a) To receive and approve apologies for absence.

An apology for absence was received from Cllr E Scott (because of family commitments). Apologies for absence were also received from Cllr D Hughes (ENC Woodford Ward) and Cllr S Hughes (NCC Irthlingborough Division).

RESOLVED that the reason for absence provided by Cllr E Scott be **APPROVED** by this Council.

b) To receive information requests/comments from members of the public/press.

There were no information requests/comments from members of the public/press.

c) To receive declarations of discloseable pecuniary/other interests by Councillors and dispensation requests.

There were no disclosures of interest by members in items on the agenda.

d) To resolve to exclude members of the public/press from the meeting when agenda items containing confidential information are transacted.

This procedure was not required as there were no agenda items identified by this Council as containing confidential information.

15/270 To confirm the minutes of the meeting held on Wednesday 18 February 2015.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 18 February 2015 and signed by the Chairman.

15/271 Minor items.

a) To receive and note the Chairman's announcements (for information only).

There were no announcements by the Chairman.

b) To receive and note correspondence/reports/publications (for delegated action and/or information only).

Details of these items were noted (with particular reference to street lighting repairs along with the availability of funding via the ENC Empowering Councillors Fund) and Councillors and the Clerk summarised any information received/action taken since 18 February 2015.

15/272 East Northamptonshire Council (ENC).

a) To note details of the latest ENC Monitoring Officer Town and Parish Council Briefing documents.

The latest details were noted of recent legislation and recommended good practice (with particular reference to pre-election publicity).

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

These documents were received and the current issues of relevance to this Council and/or to Great Addington were summarised by the Clerk (with particular reference to Destination Nene Valley).

15/273 Northamptonshire County Council (NCC).

a) To consider this Council's response to the Draft Northamptonshire Interpersonal Violence Strategy 2015-2018.

The Council considered its response to this consultation regarding agencies working in partnership to tackle interpersonal violence.

RESOLVED that this Council will not be submitting a representation in response to this consultation.

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

These documents were received and the current issues of relevance to this Council and/or to Great Addington were summarised by the Clerk (with particular reference to Superfast Northamptonshire).

15/274 Constituency for Corby and East Northamptonshire.

To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr A Sawford MP (for information only).

These documents were received and the current issues of relevance to this Council and/or to Great Addington were summarised by the Clerk (with particular reference to the Serious Crime Act 2015).

15/275 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 20 May at 7:30 pm.

The Council considered issues of potential interest to local electors for discussion at this meeting and it was acknowledged that it may be necessary to limit the number/timing of any questions per elector because the Council's Annual Meeting must begin at a specific time.

RESOLVED that there are no specific agenda items and to conclude the Annual Parish Meeting (of electors) at 8.40 pm.

b) To consider the options and resources available regarding this Council's use of traffic calming schemes.

The Council noted the latest details of recommendations prepared by the Traffic Calming Workgroup and considered the options and resources available to control the speed of vehicles travelling through Great Addington (with particular reference to additional devices).

RESOLVED that the recommendations prepared by the Traffic Calming Workgroup be **NOTED** and that all resources available to this Council be utilised as effectively as possible.

c) To consider the options and resources available regarding effective methods of communication and engagement.

The Council noted the latest details of recommendations prepared by the Communication Strategy Workgroup and considered the options and resources available to communicate effectively (with particular reference to Facebook, Twitter and a community website).

RESOLVED that the recommendations prepared by the Communication Strategy Workgroup be **NOTED** and that up to £50.00 for the creation of a new website be **APPROVED** by this Council.

d) To consider the options and resources available regarding encouraging candidacy in the May 2015 local elections.

The Council noted the latest details of information provided by various organisations regarding encouraging candidacy (with particular reference to Councillors and the Clerk conversing with residents when collecting questionnaires).

RESOLVED to utilise all resources available to encourage candidacy in the May 2015 local elections so that at least seven candidates are nominated.

e) To note issues of concern/interest raised by residents since 18 February 2015 and to consider the options and resources available to this Council.

The Council noted details of new concerns expressed by residents relating to nuisance caused by dog fouling along footpaths (with particular reference to the use of signage).

RESOLVED to defer the transaction of this business item to a subsequent meeting at the Chairman's discretion and on the grounds of procedural efficiency.

f) To approve this Council's copy for the April 2015 issue of Saints Alive!

Copy to be included in the April 2015 issue of Saints Alive! was considered (with particular reference to business transacted at the March meeting).

RESOLVED that an invitation to the Annual Parish Meeting (of electors) to meet the newly elected Council; further appeals for volunteers to assist with Community Speed Watch 2015 and Operation Spring Clean 2015 along with the Council's nomination of The Hare and Hounds as an asset of community value be included with the regular items.

g) To receive and note reports of Addingtons organisations.

Addingtons Playing Field Association (APFA).

On behalf of the APFA, Cllr C Fry and Cllr C May reported to the Council on the latest details of the APFA's new facilities, fundraising activities and improvement work (with particular reference to planting of a wild flower garden, a new container for sports equipment along with permission for the removal of an overhanging ash tree).

15/276 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).

a) To note details of the National Association of Local Councils (NALC) Local Council Award Scheme.

The Council noted details of this scheme to promote high standards of governance and considered nominating a representative to the Northamptonshire Accreditation Panel.

RESOLVED that this Council will not be nominating a representative to the Local Council Award Scheme Northamptonshire Accreditation Panel.

- b) **To note the latest details of NACRE/NCALC/SLCC conference and training courses.**
Details were noted of these forthcoming events (with particular reference to compliance with new legislation and awareness of recommended good practice).
RESOLVED that the Clerk's attendance at the SLCC Over a Cuppa 'Alice Day' to be held at The Saxon Hall, Raunds on Friday 20 March 2015 from 10.00 am to 2.30 pm at £5.00 per delegate be **APPROVED** by this Council.
- c) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**
These documents were received and the current issues of relevance to this Council and/or to Great Addington were summarised by the Clerk (with particular reference to openness and accountability).

15/277 Finance.

- a) **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 2015.**
The Council reviewed these procedures and it was acknowledged that no issues of concern have been identified during the current financial year.
RESOLVED that this Council is satisfied that an effective system of internal control (including adequate arrangements for the management of risk) for the year ended 31 March 2015 has been maintained in accordance with relevant legislation and proper accounting practices.
- b) **To receive and approve the monthly financial statements and bank reconciliation.**
The Council received and scrutinised the latest accounting documents.
RESOLVED that the Council's net bank balance of £11,082.64 on 18 March 2015 reconciles to its receipts and payments.
- c) **To finalise the timetable for this Council's Annual Return for the year ended 31 March 2015.**
RESOLVED to defer the transaction of this business item to the next scheduled meeting at the Chairman's discretion and on the grounds of procedural efficiency.
- d) **To consider quotations submitted by approved contractors regarding the 2015/16 All Saints Church mowing contract.**
The Council considered quotations submitted by three approved contractors regarding this contract.
RESOLVED that a quotation for £70.00 plus VAT per cut submitted by JME Ground Services Ltd in respect of the 2015/16 All Saints Church mowing contract (including removal of cleared materials and herbicide treatment) be proposed, seconded and with all members present in favour; **APPROVED** by this Council on the grounds of economy, efficiency and effectiveness.
- e) **To approve payments in accordance with relevant legislation.**
RESOLVED that cheques 100222-100228 at the total expenditure of £741.92 be proposed, seconded and with all members present in favour; **APPROVED** by this Council for payment following confirmation that the proposed transactions have been budgeted accurately (including virement of £63.70 from the external audit budget heading).
- (i) **Payment of the Clerk's salary (January-March 2015).**
100222 - £367.20 (Local Government Act 1972, s 112).
 - (ii) **Payment to HM Revenue & Customs for PAYE (January-March 2015).**
100223 - £91.80 (Local Government Act 1972, s 112).
 - (iii) **Payment of the Clerk's administrative expenses (April 2014-March 2015).**
100224 - £39.22 (Local Government Act 1972, s 111).
 - (iv) **Payment to JME Ground Services Ltd for All Saints Church mowing (March 2015).**
100225 - £54.00 (Local Government Act 1972, s 215).
 - (v) **Payment to All Saints Church, Great Addington Parochial Church Council for the annual Saints Alive! subscription (2014/15).**
100226 - £100.00 (Local Government Act 1972, s 142).
 - (vi) **Payment to Great Addington CE (VA) Primary School for photocopying.**
100227 - £24.70 (Local Government Act 1972, s 111).

- (vii) **Payment to SLCC for the annual membership subscription.**
100228 - £65.00 (Local Government Act 1972, s 143).

15/278 To confirm any additional business to be included on the agenda of the next meeting.

RESOLVED that there was no further business to that already transacted which is of sufficient relevance to this Council and/or to Great Addington to be included on the agenda of a subsequent meeting.

15/279 To confirm the date of the next meeting (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 18 March 2015 at 7:45 pm.

RESOLVED that the next meeting of this Council will be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 15 April 2015 at 7.45 pm.

The Chairman closed the meeting at 9.15 pm.

Signed by Cllr C Fry (Chairman) at the meeting held on Wednesday 15 April 2015.

APPROVED