

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Wednesday 23 September 2015

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk).

15/336 Formalities.

- a) **To receive and approve apologies for absence.**
Apologies for absence were received from Cllr C May and Cllr C Wilkinson (due to family responsibilities and employment commitments respectively). Apologies for absence were also received from Cllr D Hughes (ENC Woodford Ward) and Cllr S Hughes (NCC Irthlingborough Division).
RESOLVED that the reasons for absence from the meeting provided by Cllr C May and Cllr C Wilkinson be **APPROVED** by this Council.
- b) **To receive information requests/comments from members of the public.**
There were no written information requests/comments from members of the public.
- 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.

15/337 To confirm the minutes of the meeting held on Wednesday 19 August 2015.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 19 August 2015 and signed by the Chairman.

15/338 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 15/01402/FUL planning and 15/01403/LBC listed building consent applications for which permission has been granted along with highway maintenance) and Councillors and the Clerk summarised any information received/action taken since 19 August 2015. The Clerk advised that the depression on Cranford Road has been reported to NCC Street Doctor (minute 15/334 refers).

15/339 East Northamptonshire Council (ENC).

- a) **To consider this Council's response to 15/01553/FUL planning application for the erection of stables for private use at OP0045 and 0054 SP9575, Woodford Road, Great Addington.**
The Council considered its response to this planning application (with particular reference to the development control history of this site).
RESOLVED that this Council will raise no objection to 15/01553/FUL planning application (minute 15/249 refers).
- b) **To consider this Council's response to the East Northamptonshire Open Space, Sport and Recreation Provisions Study Questionnaire.**
The Council considered its response to this consultation regarding ENC's assessment of the current and future provision of open spaces, playing pitches and indoor sport facilities (with particular reference to the development of new facilities at the Addingtons Playing Field).
RESOLVED that the Clerk be **AUTHORISED** to respond on behalf of this Council to the East Northamptonshire Open Space, Sport and Recreation Provisions Study Questionnaire.
- c) **To note details of the latest ENC Monitoring Officer Town and Parish Council Briefing documents.**
The Council was unable to note the latest details of recent legislation and recommended good practice because no new ENC Monitoring Officer Town and Parish Council Briefing documents were received prior to the meeting.

- d) **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 ENC Joint Standards Complaints Committee).

15/340 Northamptonshire County Council (NCC).

- a) **To consider this Council's response to 15/00072/MINFUL planning application for the installation of a mobile concrete batching system along with the establishment of two aggregate bays and associated HGV movements at Ringstead Grange Quarry, Raunds Road, Ringstead.**

The Council considered its response to this planning application (with particular reference to the development control history of this site).

RESOLVED that this Council will raise no objection to 15/00072/MINFUL planning application (minute 12/067 refers).

- 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 seasonal highways maintenance). An opportunity to purchase salt and red grit bins was noted but due to the cost, the Council will not be taking any further action.

15/341 Constituency for Corby and East Northamptonshire.

- a) **To consider this Council's response to the House of Lords Select Committee on National Policy for the Built Environment Call for Written Evidence Consultation.**

The Council considered its response to this consultation regarding future challenges and priorities for built environment policy (with particular reference to officer delegated decisions).

RESOLVED that the Clerk be **AUTHORISED** to respond on behalf of this Council to the House of Lords Select Committee on National Policy for the Built Environment Call for Written Evidence Consultation.

- b) **To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr T Pursglove MP (for information only).**

Although there were no parliamentary correspondence/reports/publications received prior to the meeting, it was noted that information is sent to individual Council members on behalf of Mr T Pursglove MP and in future this will be forwarded to the Clerk.

15/342 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 noted 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.

RESOLVED that the latest details of items within the Four Year Plan reported at the meeting be **NOTED** updated as necessary and that options and resources available to this Council be utilised as effectively as possible.

- a) **E.ON's 50% price increase for street lighting energy from May 2015.**

Cllr N Palmer reported that there has been no response from Balfour Beatty regarding replacing/upgrading lamps to enable the use of energy efficient bulbs. Details were noted of a cost consultancy service which assists organisations in the procurement of essential services and passes costs to the successful supplier. It was acknowledged that as E.ON Energy Solutions Ltd (Highway Lighting) is currently supplying street lighting maintenance, it should be invited to quote for the replacement/upgrade of lamps and that BCR Associates could be approached to procure electricity on the Council's behalf.

- b) **Traffic calming schemes.**

Cllr A Fischelis reported that Messagemaker Displays Ltd has submitted a quotation of £9,676.80 including VAT for the installation of four vehicle activated speed limit reminder signs at approved locations. It was acknowledged that the Council may be eligible for grants via the ENC Community Safety Fund, the ENC Member Empowerment Fund and the NCC Empowering Councillors and Communities Scheme and the Clerk was instructed to provide Cllr Fischelis with the contact details of Mrs S Davies (ENC External Funding Manager).

- c) **Communication and engagement.**

Cllr M Scott reported that there has been some interest in the Council's new website and Facebook page and that e-mail addresses are available for members of the Council as well as the Clerk. It was acknowledged that the facility to receive updates via e-mail should be publicised as widely as possible and the Clerk was instructed to arrange for a flyer to be inserted in the October issue of Saints Alive!

d) **Village commemorative sign.**

It was acknowledged that as the purchase of a sign to commemorate the Queen's Diamond Jubilee is not a Council initiative, that the residents who originally raised the subject should be contacted regarding further fundraising.

15/343 Community.

a) **To note this Council's copy for the October 2015 issue of Saints Alive!**

The Council noted copy submitted along with the regular items for inclusion in this issue for which the deadline was Thursday 17 September 2015 and so prior to the meeting.

RESOLVED that it be **NOTED** that details of the Council's new website and e-mail address along with the completion of the Annual Return for the year ended 31 March 2015 were submitted at the Clerk's discretion with the regular items in the October 2015 issue of Saints Alive!

b) **To note issues of concern/interest raised by residents since 19 August 2015 and to consider the options and resources available to this Council.**

There were no new issues of concern/interest raised by residents since 19 August 2015.

c) **To receive and note reports of Addingtons organisations.**

(i) **Great Addington Memorial Hall Committee (GAMHC).**

On behalf of GAMHC, the Clerk reported to the Council on the latest details of GAMHC's bookings, fundraising events and enhancements (with particular reference to seeking advice regarding the available options to reduce insurance premiums of the Addingtons Playing Field, the successful use of an action plan to monitor and control costs along with the availability of 2016 calendars).

(ii) **Ringstead Grange Quarry Liaison Group (RGQLG).**

On behalf of the RGQLG, Cllr H Mayes reported to the Council on the latest details of the RGQLG's activities (with particular reference to extraction/transportation of inert material, landscaping including an additional screen and noise attenuation).

15/344 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).

a) **To consider attendance at the NCALC 68th Annual General Meeting to be held at The Forum, Towcester on Saturday 17 October 2015 10:00 am to 1:00 pm.**

The Council considered submitting a resolution to be debated at this event and formally nominating delegates (one voting) to attend at no cost.

RESOLVED that this Council will not be submitting a resolution to be debated at this event because there is insufficient prior notice.

RESOLVED that the attendance of the Clerk at the NCALC 68th Annual General Meeting be **APPROVED** by this Council.

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 there were no additional conferences or training courses which are currently of sufficient relevance to this Council and/or to Great Addington.

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 Neighbourhood Planning along with the availability of funding to enable compliance with the Transparency Code).

15/345 Finance.

a) **To receive the concluded Annual Return for the year ended 31 March 2015.**

The Council received this document and noted an issue arising from the External Auditor's report regarding the omission of its purchase of dog bins for £278.88 plus VAT from the fixed assets register.

RESOLVED that the correct value of this Council's fixed assets will be **CONFIRMED** and an amendment to Section 1 of the Annual Return for the year ended 31 March 2015 will be **APPROVED** at the next scheduled meeting (minute 15/298 refers).

RESOLVED that the Annual Return for the year ended 31 March 2015 and the External Auditor's report be **ACCEPTED** by this Council. The Notice of Conclusion of Audit shall be displayed for fourteen days from Thursday 24 September 2015 and interested parties will be given the opportunity to inspect Sections 1-3 of the Annual Return in accordance with the Accounts and Audit (Amendment) Regulations 2011 (minute 15/298 refers).

- 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 £13,009.94 on 23 September 2015 reconciles to its receipts and payments.
- c) **To approve payments in accordance with relevant legislation.**
RESOLVED that cheques 100243-100248 at the total expenditure of £794.65 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.
- (i) **Payment of the Clerk's salary (July-September 2015).**
100243 - £375.45 (Local Government Act 1972, s 112).
 - (ii) **Payment to HM Revenue & Customs for PAYE (July-September 2015).**
100244 - £93.80 (Local Government Act 1972, s 112).
 - (iii) **Payment to East Northamptonshire Council for uncontested election expenses (May 2015).**
100245 - £66.42 (Local Government Act 1972, s 16).
 - (iv) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for street lighting maintenance (July-September 2015).**
100246 - £92.18 (Parish Councils Act 1957, s 3).
 - (v) **Payment to JME Ground Services Ltd for All Saints Church mowing (August 2015).**
100247 - £108.00 (Local Government Act 1972, s 215).
 - (vi) **Payment to SLCC Enterprises Ltd for the Clerk's attendance at the SLCC 41st National Conference Smaller Councils Day.**
100248 - £58.80 (Local Government Act 1972, s 111).

15/346 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 the next or other subsequent meeting.

15/347 To confirm the date of the next meeting (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 21 October 2015 at 7:45 pm).

Cllr H Mayes and Cllr H Rainbow advised that they would be unable to attend the October meeting (both due to family responsibilities) and offered their apologies.

RESOLVED that the next of this Council will be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 21 October 2015 at 7:45 pm.

The Chairman closed the meeting at 9:15 pm.

Signed by Cllr N Palmer (Chairman) at the meeting held on Wednesday 21 October 2015.