

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Wednesday 21 October 2015

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk).

15/348 Formalities.

a) To receive and approve apologies for absence.

Apologies for absence were received from Cllr C May, Cllr H Mayes and Cllr H Rainbow (all due to family responsibilities). Apologies for absence were also received from Cllr D Hughes (ENC Woodford Ward) and Cllr S Hughes (NCC Irthlingborough Division). It was noted that prior to the meeting Mrs C Wilkinson had submitted a letter of resignation to the Chairman and that the notice of casual vacancy procedure had been put in motion.

RESOLVED that the reason for absence from the meeting provided by Cllr C May, Cllr H Mayes and Cllr H Rainbow be **APPROVED** by this Council.

RESOLVED that this Council will fill the casual vacancy by co-option at the next scheduled meeting subject to confirmation from ENC Electoral Services that a poll has not been requested in writing by ten electors prior to Wednesday 11 November 2015.

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.

15/349 To confirm the minutes of the meeting held on Wednesday 23 September 2015.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 23 September 2015 and signed by the Chairman.

15/350 Minor items.

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

The Chairman confirmed that he will be able to represent the Council at the wreath laying ceremony to commemorate Remembrance Sunday.

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 planning applications 15/01446/FUL and 15/01553/FUL for which permission has been refused and granted respectively along with highway maintenance issues) and Councillors and the Clerk summarised any information received/action taken since 23 September 2015. It was noted that recent planning decisions relating to agricultural sites appear to be inconsistent and that the Council should request a meeting with a representative of ENC Planning Services to discuss and better understand the reasons for these inconsistencies.

15/351 East Northamptonshire Council (ENC).

a) 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.

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 ENC full meeting of the Council).

15/352 Northamptonshire County Council (NCC).

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 new initiatives including the Troubled Families Programme and the Social Work Academy to support disadvantaged children, more effective highway maintenance along with the latest details of Superfast Northamptonshire).

15/353 Constituency for Corby and East Northamptonshire.

To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr T Pursglove 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 Mr Pursglove MP's activities in Westminster and his constituency including weekly surgeries).

15/354 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.

There were no additional reported details to those noted and updated at previous meetings.

b) Traffic calming schemes.

Cllr A Fischelis reported that the Council's eligibility for grants via various sources is being investigated with guidance from Mrs S Davies (ENC External Funding Manager).

c) Communication and engagement.

There were no additional reported details to those noted and updated at previous meetings.

d) Village commemorative sign.

There were no additional reported details to those noted and updated at previous meetings.

15/355 Community.

a) To note details of the Parish Special Constable Scheme and consider the options and resources available to this Council.

The Council noted details of this initiative which aims to enable greater input in local policing and considered the options and resources available. It was acknowledged that potential interest should be gauged regarding sharing an officer within the local area and the Clerk was instructed to contact the clerks of neighbouring councils.

RESOLVED that details of the Parish Special Constable Scheme be **NOTED** and that subject to co-operation of neighbouring councils, participation be considered by this Council at a subsequent meeting.

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

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

RESOLVED that notice of the casual vacancy, an invitation to the Remembrance Sunday wreath laying ceremony along with a reminder to property owners of their responsibility to control overgrown vegetation be included with the regular items in the November 2015 issue of Saints Alive! (minutes 15/348 and 15/350 refer).

c) To note issues of concern/interest raised by residents since 23 September 2015 and to consider the options and resources available to this Council.

The Council noted concerns expressed by residents received since 23 September 2015 along with the current status of on-going items and considered the available options and resources to address these issues.

(i) Inconsiderate parking.

It was acknowledged that although parking on the pavement is not illegal, it causes an obstruction and is a risk to public safety.

(ii) Condition of trees in the churchyard.

It was acknowledged that although the closed part of the churchyard is the Council's responsibility, it has no jurisdiction over the trees.

(iii) Condition of the hedge on the bank in Lower Street.

It was acknowledged that this is both unsightly and a risk to public safety.

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

There were no reports of Addingtons organisations.

15/356 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 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.

b) **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 the issues raised at the NCALC and SLCC annual events including the obligation to publish background meeting documents in accordance with the Transparency Code along with the availability of funding to restore war memorials).

15/357 Finance.

a) **To confirm the correct value of this Council's fixed assets and approve an amendment to Section 1 of the Annual Return for the year ended 31 March 2015.**

The Council added its purchase of dog bins for £278.88 plus VAT to its fixed assets register and restated the value in box 9 of Section 1 of the Annual Return in accordance with an issue arising from the External Auditor's report.

RESOLVED that the total value of this Council's fixed assets/long term investments at 31 March 2015 be **CONFIRMED** as £32,631.79 and that this amendment to Section of the Annual Return for the year ended 31 March 2015 be proposed, seconded and with all members present in favour; **APPROVED** by this Council.

b) **To consider the options and resources available to this Council regarding methods of payment and to ensure that arrangements for the management of risk and systems of internal control are adequate.**

The Council considered methods of payment following the repeal of section 150 (5) of the Local Government Act 1972 (with particular reference to online banking arrangements along with paying the Clerk's salary and utility invoices by standing order/direct debit). It was acknowledged that at least dual authority would be required for any online payments to ensure that the Council's procedures are in accordance with proper accounting practices.

[Cllr N Palmer to speak to Barclays.](#)

RESOLVED that alternative methods of payment to cheques signed by two bank signatories be **APPROVED** following confirmation that this Council's arrangements for the management of risk and systems of internal control are adequate.

c) **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 £16,784.71 on 21 October 2015 reconciles to its receipts and payments.

d) **To approve payments in accordance with relevant legislation.**

RESOLVED that cheques 100249-100251 at the total expenditure of £532.23 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 to E.ON for street lighting energy (July-September 2015).**

100249 - £340.23 (Parish Councils Act 1957, s 3).

(ii) **Payment to JME Ground Services Ltd for All Saints Church mowing (September 2015).**

100250 - £162.00 (Local Government Act 1972, s 215).

(iii) **Donation to the Royal British Legion Poppy Appeal for the Remembrance Day wreath.**

100251 - £30.00 (Local Government Act 1972, s 137).

15/358 To confirm any additional business to be included on the agenda of the next meeting.

RESOLVED that with the exception of considering grant applications and annual donations for the benefit of community, voluntary and charitable organisations, 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.

15/359 To confirm the date of the next meeting (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 18 November 2015 at 7:45 pm).

RESOLVED that the next of this Council will be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 18 November 2015 at 7:45 pm.

The Chairman closed the meeting at 9:30 pm.

Signed by Cllr N Palmer (Chairman) at the meeting held on Wednesday 18 November 2015.

APPROVED