

# GREAT ADDINGTON PARISH COUNCIL

## Minutes of the Meeting held in the Memorial Hall on Wednesday 17 February 2016

### Present at the meeting.

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

**In attendance:** Mrs H Hoier (Clerk) and two members of the public.

### 16/400 Formalities.

- a) **To receive and approve apologies for absence.**  
Apologies for absence were received from Cllr C May and Cllr M Scott (both due to family responsibilities).  
**RESOLVED** that the reasons for absence from the meeting provided by Cllr C May and Cllr M Scott be **APPROVED** by this Council.
- b) **To receive information requests/comments from members of the public.**  
The Clerk reported that information requests/comments had been received via e-mail regarding a former proposal to relocate the school along with the unsatisfactory repair of the depression in Cranford Road.
- c) **To receive declarations of discloseable pecuniary/other interests by Councillors and dispensation requests.**  
Cllr E Palmer declared an interest in the 2016/17 All Saints Church mowing contract due to her recent appointment as a Church Warden (agenda item 16/410 b) refers).
- 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.

### 16/401 To confirm the minutes of the meeting held on Wednesday 20 January 2016.

**RESOLVED** that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 20 January 2016 and signed by the Chairman.

### 16/402 Minor items.

- a) **To receive and note the Chairman's announcements (for information only).**  
There were no announcements by the Chairman.  
*At this point in the meeting, the Council considered issues of concern expressed by residents in attendance relating to a broken storm drain in Lower Street and dog fouling.*  
**RESOLVED** to vary the order of business in order to transact agenda item 16/408 c) at the Chairman's discretion and on the grounds of procedural efficiency.  
**RESOLVED** that while the Council is sympathetic regarding any inconvenience caused to residents as a result of the broken storm drain; it is unable to take any action because the location is privately owned.  
**RESOLVED** that the Council has installed dog waste bins in two locations and that dog owners are reminded regularly in Saints Alive! to dispose of waste responsibly.
- 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 the latest reported crime figures along with arrangements for the meeting with a representative of ENC Planning Services) and Councillors and the Clerk summarised any information received/action taken since 20 January 2016.

### 16/403 East Northamptonshire Council (ENC).

- a) **To consider this Council's response to 16/00041/FUL planning application for the sub division of an existing dwelling to form two separate dwellings at Patch Lodge, Cranford Road, Great Addington.**  
The Council considered its response to this planning application (with particular reference to the development control history of this site along with the Council's previous comments).  
**RESOLVED** that this Council will raise no objection to 16/00041/FUL planning application.

- 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's new centralised reporting system for development control enforcement complaints).

**16/404 Northamptonshire County Council (NCC).**

- a) **To consider this Council's response to the Northamptonshire Highways Parish Satisfaction Questionnaire.**

The Council considered its response to this consultation regarding the effectiveness and delivery of services provided by Northamptonshire Highways (with particular reference to the Street Doctor reporting system along with the unsatisfactory repair of the depression in Cranford Road) and the Clerk completed the questionnaire during the meeting.

**RESOLVED** that the effectiveness and delivery of services provided by Northamptonshire Highways had been average and that this Council's priorities are traffic calming/speed signs, footways, road repairs and vehicles mounting verges.

- 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 and Trading Standards).

**16/405 North Northamptonshire Joint Planning Unit (NNJPU).**

- To consider this Council's response to the NNJPU Proposed Main Modifications to the Submitted North Northamptonshire Joint Core Strategy (JCS).**

The Council considered its response to this consultation regarding the NNJPU draft schedule of proposed focused changes to the submitted North Northamptonshire JCS (following examination by the Planning Inspector). The Chairman summarised the main issues of the consultation and commented favourably on the presentation of the documents.

**RESOLVED** that the Chairman be **AUTHORISED** to respond to the NNJPU Proposed Main Modifications to the Submitted North Northamptonshire Joint Core Strategy (JCS) on behalf of this Council.

**16/406 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).

**16/407 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 E.ON regarding quoting for street lighting replacement and another company has quoted. It was acknowledged that loans are available to enable the Council to purchase new street lights.
- b) **Traffic calming schemes.**  
Cllr A Fischelis reported that he has prepared a funding application to the National Lottery for £8,000 towards traffic calming schemes and that Ms S Barnwell (NCC Community Liaison Officer) has responded regarding extending the 30 mph limit on Ringstead Road.
- c) **Communication and engagement.**  
It was noted that the facility of Council e-mail addresses for each member is available and acknowledged that this should be utilised, particularly for the new bank account and also when disseminating confidential information.
- d) **Village commemorative sign.**  
It was noted that Cllr M Scott had agreed to be the leader for the village commemorative sign and Cllr A Fischelis reported that he has handed over all relevant information.

- e) **Clerk's appraisal and pension entitlement.**  
The Clerk reported that Cllr C May has prepared documents and made recommendations regarding the Clerk's appraisal (with particular reference to self-assessment) and it was acknowledged that these should be considered at the March meeting.

**16/408 Community.**

- a) **To note details of the 'Clean for The Queen' anti-litter campaign and confirm the details of Operation Spring Clean 2016.**  
The Council noted details of this campaign to tidy up Britain in time for Her Majesty the Queen's 90<sup>th</sup> birthday (which will be celebrated officially in June 2016) and confirmed the date, time and all other necessary arrangements regarding the annual litter pick.  
**RESOLVED** that Operation Spring Clean 2016 be held on Wednesday 13 April 2016 from 6.00 pm to 7.30 pm and to participate in the 'Clean for The Queen' anti-litter campaign.
- b) **To approve this Council's copy for the March 2016 issue of Saints Alive!**  
Copy to be included in the March 2016 issue of Saints Alive! was considered (with particular reference to business transacted at the February meeting).  
**RESOLVED** that an invitation to the Annual Parish Meeting (of electors), an appeal for volunteers to assist with Operation Spring Clean 2016 'Clean for The Queen' along with a further reminder to dog owners to dispose of waste responsibly be included with the regular items in the March 2016 issue of Saints Alive!
- c) **To note issues of concern/interest raised by residents since 20 January 2016 and to consider the options and resources available to this Council.**  
The order of business had been varied so that this agenda item could be transacted at an earlier point in the meeting (minute 16/402 refers).
- d) **To receive and note reports of Addingtons organisations. 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 maintenance and equipment issues). The Clerk advised that the projection screen has been damaged, the outside light has been replaced and the heating has been adjusted.

**16/409 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 5<sup>th</sup> Edition Good Councillor's Guide – Essential Guidance for Local Councillors (2016).**  
The Council noted details of the latest edition of this guidance published by the National Association of Local Councils (NALC) to ensure awareness of current legislation and/or recommended good practice.
- b) **To note the latest details of NACRE/NCALC/SLCC conference and training courses.**  
The Council noted details of these forthcoming events offered by NCALC and SLCC to ensure awareness of current legislation and/or recommended good practice.  
**RESOLVED** that the attendance of Cllr E Palmer at the NCALC Off to a Flying Start course at the cost of £39.00 per delegate be **APPROVED** by this Council.  
**RESOLVED** that the attendance of Cllr N Palmer at the NCALC Chairmanship Training course at the cost of £39.00 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 Community Speed Watch 2016).

**16/410 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 2016.**  
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 2016 has been maintained in accordance with relevant legislation and proper accounting practices.

**b) To confirm the scope of work regarding the 2016/17 All Saints Church mowing contract and to consider inviting tenders from approved contractors.**

The Council reviewed the current arrangements regarding this contract (with particular reference to the frequency/timing of cuts required throughout the season) and it was acknowledged that JME Ground Services Ltd (as in previous years) has continued to provide a consistently efficient service.

**RESOLVED** that subject to agreement by JME Ground Services Ltd to maintain and/or not increase significantly the current price of £70 plus VAT per cut; an extension to the terms and conditions of the 2015/16 All Saints mowing contract be considered for formal approval at the next scheduled meeting.

**c) To receive and approve the monthly financial statements and bank reconciliation.**

The Council was unable to scrutinise the latest accounting documents because the current account bank statement had not been received prior to the meeting.

**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 approve payments in accordance with relevant legislation.**

**RESOLVED** that cheques 100265 and 100266 at the total expenditure of £106.81 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 Northamptonshire ACRE for the annual supporter subscription (2015/16).**

100265 - £35.00 (Local Government Act 1972, s 143).

**(ii) Payment to RAO Stationers Ltd for A4 paper and inkjet cartridges.**

100266 - £71.81 (Local Government Act 1972, s 111).

**16/411 To confirm any additional business to be included on the agenda of the next meeting.**

**RESOLVED** that with the exception of arranging for the removal of saplings and ivy in the churchyard, 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.

**16/412 To confirm the date of the next meeting (scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 16 March 2016 at 7:45 pm).**

**RESOLVED** that the next of this Council will be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 16 March 2016 at 7:45 pm.

*The Chairman closed the meeting at 9:40 pm.*

**Signed by Cllr N Palmer (Chairman) at the meeting held on Wednesday 16 March 2016.**