

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in The Memorial Hall on Wednesday 19 October 2016

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk).

16/494 Formalities.

- a) **To receive and approve apologies for absence.**
There were no apologies for absence from members as the full Council was present. Apologies for absence were received from Cllr D Hughes (ENC Woodford Ward) and Cllr S Hughes (NCC Irthlingborough Division).
- b) **To receive information requests/comments from members of the public.**
The Council received information requests/comments from residents which will be processed in accordance with the Freedom of Information Act 2000 and Standing Orders.
 - (i) **Nuisance caused by bonfires.**
It was acknowledged that although this has been raised as an issue of concern for residents in the past, no other reports of bonfires causing a nuisance were received in September.
 - (ii) **Traffic problems caused by inconsiderate parking and speeding.**
It was acknowledged that this has been raised as an issue of concern for residents consistently at the Annual Parish Meeting (of electors) as well as on other numerous occasions and that finding viable solutions within the Council's legal powers to inconsiderate parking and speeding is a priority which is on-going.
 - (iii) **Missing village signs.**
It was noted that this has been brought to the Council's attention and that the missing signs have been removed temporarily by NCC Highways because of plans to replace them with a new design.
- 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.

16/495 To confirm the minutes of the meeting held on Wednesday 17 August 2016.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 17 August 2016 and signed by the Chairman.

16/496 To co-opt to fill the casual vacancy.

Notification by ENC Electoral Services had been received that no poll had been requested and the Council may co-opt to fill the casual vacancy but no nominations were received prior to the meeting. It was acknowledged that it may not be necessary to have seven members and the Clerk was instructed to seek clarification regarding reducing the number to six.

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

RESOLVED to consider the available options to this Council regarding altering the number of its members at a subsequent meeting.

16/497 Minor items (for information and/or delegated action only).

- a) **To receive and note reports from District and County representatives.**
There were no reports from District and County representatives.
- b) **To receive and note decisions notified by ENC Planning Services.**
16/01645/FUL planning application for the demolition of existing stable block and erection of single residential dwelling at Stables, The Manor House, Cranford Road, Great Addington.
The Council objected to this full planning application (under delegated powers due to there being no meeting in September) and notification has been received from ENC Planning Services that permission has been refused.
- c) **To receive and note monthly reported crime figures notified by Northamptonshire Police.**

- There were no notifications of Northamptonshire Police crime figures.
- d) **To receive and note correspondence/reports/publications from other organisations.**
Publications relating to employment and rural issues were received and noted.
 - e) **To receive and note on-going items.**
Details of these items were noted (with particular reference to the Annual Return for the year ended 31 March 2016 along with the Parish Special Constable Scheme) and Councillors and the Clerk summarised any information received/action taken since 17 August 2016.

16/498 East Northamptonshire Council (ENC).

- a) **To consider this Council's response to 16/01794/REM reserved matters application. Layout, scale and appearance for construction of hotel with access and car parking pursuant to planning permission 11/00700/OUT dated 22/03/2012. Demolition of existing buildings and development of employment park with A3/4/5, B1b and c, B8,C1, D1, and D2 uses at land off A45 London Road, Raunds.**
The Council considered its response to this reserved matters application (with particular reference to the development control history of the site).
RESOLVED that this Council will make no comment in response to 16/01794/REM reserved matters application.
- b) **To receive and note ENC correspondence/reports/publications (for information only).**
Publications and reports relating to ENC Council and Joint Standards Complaints Committee meeting documents were received and noted.

16/499 Northamptonshire County Council (NCC).

- To receive and note NCC correspondence/reports/publications (for information only).**
Publications and reports relating to NCC performance, service provision and initiatives were received and noted.

16/500 Constituency for Corby and East Northamptonshire.

- a) **To consider this Council's response to the Department for Communities and Local Government (DCLG) 2017/18 Local Government Finance Settlement Consultation.**
The Council considered its response to this consultation regarding proposals defining referendum principles, including giving consideration to the extension of referendums to all local precepting authorities. It was acknowledged that the potential responses to key current consultations provided by the Rural Services Network are relevant to questions 5-7 of the consultation and could be utilised by the Council.
RESOLVED that this Council is in agreement with referendum principles for larger councils but is opposed to these being extended to all local precepting authorities.
- b) **To receive and note parliamentary correspondence/reports/publications sent on behalf of Mr T Pursglove MP (for information only).**
Correspondence relating to Mr Pursglove MP's activities in Westminster and his constituency including weekly surgeries were received and noted.

16/501 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) **To note the latest details and consider proposals by this Council regarding upgrading the street lighting.**
The Council noted responses from residents regarding reducing the number of lamps when upgrading the street lighting and it was acknowledged that requests had been received to retain all but Lamp 21 (outside The Cairns, Cranford Road).
RESOLVED to request a firm quotation, including time scale from Balfour Beatty plc to replace all streetlights with the exception of Lamp 21.
- b) **To note the latest details and consider proposals by this Council regarding its purchase of traffic calming schemes.**
The Council noted details of a revised quotation from Message Maker Displays Ltd following the Council's successful application for £7,000 to Awards for All England towards its purchase of traffic calming schemes and it was acknowledged that two further written quotations would be required in accordance with the Council's Financial Regulations.

- c) **To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.**
Cllr A Fischelis reported on the current status of permission requirements regarding the Council's purchase of a village commemorative sign.

16/502 Community.

- a) **To consider nominating a representative of this Council to the Joint Action Group (JAG) for East Northants Central.**
The Council considered nominating a representative to this multi-agency body which aims to identify, set and review results regarding local policing priorities.
RESOLVED to nominate Cllr M Scott as this Council's representative to the Joint Action Group (JAG) for East Northants.
- b) **To consider attendance at the Nene Waterspace Study Consultation Workshop to be held at the Nene Whitewater Centre, Northampton on Wednesday 26 October 2016 at 6:00 pm or at Queen Victoria Hall, Oundle on Thursday 27 October 2016 at 3:30 pm.**
The Council considered attendance at one of these events which are being held to build knowledge and understanding of the landscape of the Nene Valley and its history.
RESOLVED that the attendance of Cllr H Mayes, Cllr E Palmer and Cllr N Palmer at the Nene Waterspace Study Consultation Workshop be **APPROVED** by this Council.
- c) **To approve this Council's copy for the November 2016 issue of Saints Alive!**
Copy to be included in the November 2016 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; the latest details of upgrading the street lighting along with an expression of thanks to Mr R Johnson (Co-ordinator) and everyone involved with Community Speed Watch 2016, including an appeal for more volunteers, be included with the regular items in the November 2016 issue of Saints Alive!

- 16/503 **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).**
Correspondence and publications relating to annual events held recently by NCALC and SLCC were received and noted.

16/504 Finance.

- a) **To receive the concluded Annual Return for the year ended 31 March 2016.**
The Council received this document and noted an issue arising from the External Auditor's report regarding comparative figures for the previous year which had been restated because of an amendment to the value of the Council's fixed assets/long term investments.
RESOLVED that the Annual Return for the year ended 31 March 2016 and the External Auditor's report be **ACCEPTED** by this Council and that no further action is required (minute 16/447 refers).
- b) **To receive and approve the monthly financial statements and bank reconciliation.**
The Council received and scrutinised these accounting documents.
RESOLVED that this Council's net bank balance of £25,139.51 on 19 October 2016 reconciles to its receipts and payments.
- c) **To receive and approve the quarterly statement of receipts and payments under each budget heading.**
The Council received and scrutinised these accounting documents in order to monitor actual performance against its budget, consider explanations of any significant variances and approve corrective action if necessary. It was acknowledged that although there has been a £46.00 overspend in respect of training expenses, this was considered appropriate as it supports new members and the Clerk's continuing professional development (CPD).
RESOLVED that this Council's actual performance against its budget be **NOTED** and that no corrective action is required.
- d) **To approve payments in accordance with relevant legislation.**
RESOLVED that cheques 100290-100300 at the total expenditure of £1,505.10 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 £205.00 from the repairs reserve budget heading).

- (i) **Payment of the Clerk's salary (July-September 2016).**
100290 - £380.00 (Local Government Act 1972, s 112).
- (ii) **Payment to HM Revenue & Customs for PAYE (July-September 2016).**
100291 - £95.00 (Local Government Act 1972, s 112).
- (iii) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for street lighting maintenance (July-September 2016).**
100292 - £92.18 inclusive of 20% VAT (Parish Councils Act 1957, s 3).
- (iv) **Payment to E.ON for street lighting energy (July-September 2016).**
100293 - £395.12 inclusive of 5% VAT (Parish Councils Act 1957, s 3).
- (v) **Payment to BDO LLP for the external audit fee.**
100294 - £120.00 inclusive of 20% VAT (Local Government Finance Act 1982, s 12).
- (vi) **Payment to Mrs S Bruce for the internal audit fee.**
100295 - £55.00 (Local Government Finance Act 1982, s 12).
- (vii) **Payment to JME Ground Services Ltd for All Saints Church mowing (August 2016).**
100296 - £63.00 inclusive of 20% VAT (Local Government Act 1972, s 215).
- (viii) **Payment to JME Ground Services Ltd for All Saints Church mowing (September 2016).**
100297 - £126.00 inclusive of 20% VAT (Local Government Act 1972, s 215).
- (ix) **Payment to Northants CALC for Off to a Flying Start course fees.**
100298 - £78.00 (Local Government Act 1972, s 111).
- (x) **Payment to SLCC Enterprises Ltd for the Clerk's attendance at the SLCC 42nd National Conference Smaller Councils Day.**
100299 - £70.80 inclusive of 20% VAT (Local Government Act 1972, s 111).
- (xi) **Donation to the Royal British Legion Poppy Appeal for the Remembrance Day wreath.**
100300 - £30.00 (Local Government Act 1972, s 137).

16/491 To confirm any additional business to be included on the agenda of the next meeting.

RESOLVED that with the exception of preparing an application to the Transparency Fund, considering the Council's response to the Boundary Commission Review of Parliamentary Constituencies and approving grants to local 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.

16/506 To confirm and list action items from this meeting.

The Council confirmed details of the activity/task, person delegated and completion date for each action item from the meeting.

RESOLVED that action items from the meeting be **CONFIRMED** and a list circulated with the minutes as soon as possible.

16/507 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 16 November 2016 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 16 November 2016 at 7:45 pm.

The Chairman closed the meeting at 9:20 pm.

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