

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in The Memorial Hall on Monday 19 December 2016

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk).

16/522 Formalities.

- a) **To receive and approve apologies for absence.**
Apologies for absence were received from Cllr R Blackburn and Cllr D Cole (because of employment commitments and illness respectively).
RESOLVED that the reasons provided by Cllr R Blackburn and Cllr D Cole for absence from the meeting be **APPROVED** by this Council.
- b) **To receive information requests/comments from members of the public.**
Traffic problems caused by inconsiderate parking.
It was again 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 is a priority which is on-going (minute 16/494 refers).
- c) **To receive declarations of discloseable pecuniary/other interests by Councillors and dispensation requests.**
(i) **Plans for a revised proposed development relating to 15/01446/FUL planning application prior to formal submission to ENC Planning Services.**
Cllr H Mayes declared an interest in this business because of a close personal association with an owner of a neighbouring property and stated his intention to not participate in any discussion or voting (agenda item 16/525 a) refers).
(ii) **Draft budget for the year ended 31 March 2018.**
Cllr N Palmer (Chairman) declared an interest in this business because of his role as editor and stated his intention to not preside when the Council considers the budget heading for the Saints Alive! annual subscription (agenda item 16/531 a) 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.

16/523 To confirm the minutes of the meeting held on Wednesday 16 November 2016.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 16 November 2016 and signed by the Chairman.

16/524 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.**
16/02076/PNA prior notification of agricultural and forestry development application for a new building for storage of equipment, hay and straw at land adjacent to Patch Lodge, Cranford Road, Great Addington.
It was noted that this prior notification of agricultural and forestry development application has been permitted (minute 16/512 refers).
- c) **To receive and note monthly reported crime figures notified by Northamptonshire Police.**
There were no notifications of Northamptonshire Police crime figures. An e-mail advising of new contact details was received and noted.
- d) **To receive and note correspondence/reports/publications from other organisations.**
Correspondence/reports/publications relating to rural and environmental issues were received and noted. An e-mail requesting collaboration with neighbouring councils was noted and it was acknowledged that a working party could be appointed to consider issues of mutual interest.
- e) **To receive and note on-going items.**
There were no on-going items other than those included on the agenda for further action.

16/525 East Northamptonshire Council (ENC).

- a) **To comment on the design aspect only of plans for a revised proposed development relating to 15/01446/FUL planning application prior to formal submission to ENC Planning Services.**

It was acknowledged that the Council would comment on the design aspect only of these plans because of their contemporary nature and that all other material considerations including size, location and relationship to surroundings will be considered once the formal application has been received from ENC Planning Services.

RESOLVED that this Council will respond to a request to comment on the design aspect only of plans for a revised proposed development relating to 15/01446/FUL planning application prior to formal submission to ENC Planning Services as follows: "Given that there is no detailed information in the plans as to the materials to be used and the fact that Great Addington does not have an adopted Design Statement; this Council therefore has no objection."

- b) **To note the latest details of the BT Payphone Consultation including the Council's adoption of the red telephone box in Main Street and to comment on ENC's draft decision.**

The Council noted the latest details of this consultation proposing the removal of 29 public payphones in East Northamptonshire and considered its response to ENC's draft decision.

RESOLVED that this Council will make no comment on ENC's draft decision in response to the BT Payphone Consultation and will confirm the procedure to adopt the red telephone box on Main Street at a subsequent meeting (at the Chairman's discretion and on the grounds of procedural efficiency).

- c) **To receive and note ENC correspondence/reports/publications (for information only).** Correspondence/reports/publications relating to the ENC full Council meeting were received and noted.

16/526 Northamptonshire County Council (NCC).

- a) **To consider this Council's response to the NCC Draft Budget and Council Plan Consultation 2017/18.**

The Council considered its response to this consultation regarding NCC's budget proposals in the short and medium term (including the challenges, priorities, goals and new strategies). It was acknowledged that Great Addington residents are better placed to put forward their own views on the services which affect them personally.

RESOLVED that this Council will not be submitting a representation in response to the NCC Draft Budget and Council Plan Consultation 2017/18.

- b) **To receive and note NCC correspondence/reports/publications (for information only).** Correspondence/reports/publications relating to NCC performance and service provision, including seasonal safety information were received and noted.

16/527 Constituency for Corby.

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

Correspondence/reports/publications relating to Mr Pursglove MP's activities in Westminster and his constituency including weekly surgeries were received and noted.

16/528 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 the latest details regarding upgrading the street lighting and it was acknowledged that the quotation submitted by Balfour Beatty plc continues to provide the best available terms.

RESOLVED that acceptance of quotation reference Q0642-8400B submitted by Balfour Beatty plc for £13,972.51 exclusive of VAT be proposed, seconded and with all members present in favour; **APPROVED** by this Council on the grounds of economy, efficiency and effectiveness.

- b) **To note the latest details and consider proposals by this Council regarding its purchase of traffic calming schemes.**
The Council noted the latest details regarding its purchase of traffic calming schemes and it was acknowledged that the revised quotation from Message Maker Displays Ltd appears to be less than the total sum quoted in the Awards for All England grant application.
- c) **To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.**
The Council noted the latest details regarding its purchase of a village commemorative sign including the requirement to obtain written agreement from adjacent landowners prior to installation in accordance with the Highways Act 1980, s 144.

16/529 Community.

To note this Council's copy for the January 2017 issue of Saints Alive!

The Council noted copy which had been submitted along with the regular items for inclusion in this issue for which the deadline was Thursday 15 December 2016 and prior to the scheduled meeting.

RESOLVED that it be **NOTED** that a New Year message from the Council along with the latest details of the BT Payphone Consultation, Community Speed Watch 2017 and street light improvements/reported faults were included with the regular items in the January 2017 issue of Saints Alive!

16/530 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/reports/publications relating to referendum principles and changes to external audit were received and noted.

16/531 Finance.

a) **To approve this Council's budget for the year ended 31 March 2018.**

The anticipated income, proposed expenditure together with the current level of reserves within the draft budget were considered and it was acknowledged that the Council will be able to meet all of its financial obligations (with particular reference to capital expenditure to upgrade the street lighting) without increasing the precept.

RESOLVED that this Council's budget of £8,614 for the year ended 31 March 2018 be proposed, seconded and with all members present in favour; **APPROVED** by this Council (minute 16/518 refers).

b) **To confirm this Council's precept for the year ended 31 March 2018.**

The Council confirmed the sum it is to precept upon ENC for the year ended 31 March 2018 following approval of its budget.

RESOLVED that it be **CONFIRMED** that this Council shall precept upon ENC to the sum of £8,614. Precept payments will be received in two instalments on the last working day of April and September 2017 (minute 16/518 refers).

c) **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 December 2016 reconciles to its receipts and payments.

d) **To confirm the details of this Council's bid for funding via the Transparency Fund for Smaller Authorities and to appoint a working party to complete the grant application process on its behalf.**

It was acknowledged that the Council may need to obtain advice from Mrs A Kirkland (NCALC Training Manager) regarding applying for retrospective website costs.

RESOLVED that subject to eligibility, this Council will apply for a level of funding via the Transparency Fund in order to purchase a laptop, scanner, training for the Clerk and retrospective website costs.

e) **To consider grant applications and annual donations for the benefit of community, voluntary and charitable organisations.**

The Council considered written grant applications submitted on behalf of the Addingtons Playing Field Association (APFA) and Great Addington Memorial Hall Committee (GAMHC). It was acknowledged that although the Council has made provision for an annual donation to Raunds Community Responders (Woodford Group), a formal written request should be submitted as required by all other local organisations including the APFA and GAMHC.

RESOLVED that a donation of £1,500 to the APFA towards revenue expenses be proposed, seconded and with all members present in favour; **APPROVED** by this Council.

RESOLVED that a donation of £750 to GAMHC towards insurance expenses be proposed, seconded and with all members present in favour; **APPROVED** by this Council.

RESOLVED that with the exception of donating £50 to the Warwickshire and Northamptonshire Air Ambulance, all other community, voluntary and charitable organisations are required to submit written grant applications annually.

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

RESOLVED that cheques 100302-100305 at the total expenditure of £693.18 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 (October-December 2016).**

100302 - £380.00 (Local Government Act 1972, s 112).

(ii) **Payment to HM Revenue & Customs for PAYE (October-December 2016).**

100303 - £95.00 (Local Government Act 1972, s 112).

(iii) **Payment to E.ON Energy Solutions Ltd (Highway Lighting) for street lighting maintenance (October-December 2016).**

100304 - £92.18 (Parish Councils Act 1957, s 3).

(iv) **Payment to JME Ground Services Ltd for All Saints Church mowing (November 2016).**

100305 - £126.00 inclusive of 20% VAT (Local Government Act 1972, s 215).

16/532 To confirm any additional business to be included on the agenda of the next meeting.

RESOLVED that with the exception of adopting an authorisation procedure for online banking arrangements and appointing a member as the Council's representative to the Addingtons Playing Field Association (APFA) for 2016/17; 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.

16/533 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.

16/534 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 18 January 2017 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 18 January 2017 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 January 2017.