

# GREAT ADDINGTON PARISH COUNCIL

## Minutes of the Meeting held in The Memorial Hall on Wednesday 15 November 2017

### Present at the meeting.

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

**In attendance:** Mrs H Hoier (Clerk).

### 17/667 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.**  
There were no 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.

### 17/668 To confirm the minutes of the meeting held on Wednesday 18 October 2017.

**RESOLVED** that subject to the addendum "Cllr E Palmer reported she had spoken to Ms S Barnwell and had been assured that repainting white lines and roundels was on the list of jobs but may have to be deferred until the next financial year due to budget constraints" to minute 17/654 b) (ii), these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 18 October 2017 and signed by the Chairman.

### 17/669 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.**  
**17/00969/OUT outline planning application for a residential development with public open space and associated infrastructure: means of access from Nicholas Road with other matters (relating to appearance, landscaping, scale and layout) reserved at Land Rear Of Nicholas Road, Irthlingborough.**  
It was noted that this outline planning application has been withdrawn (minute 17/604 refers).
- c) **To receive and note correspondence/reports/publications from other organisations.**  
Correspondence/reports/publications relating to employment, environment, heritage, housing and rural issues were received and noted.
- d) **To receive and note the action log from previous meetings.**  
The Council received and noted updates from Councillors and the Clerk regarding the progress of delegated actions/on-going items which are not within the Four Year Plan.

### 17/670 East Northamptonshire Council (ENC).

#### **To receive and note ENC correspondence/reports/publications (for information only).**

Correspondence/reports/publications relating to raising awareness of homelessness and ENC Joint Standards Complaints Committee meeting documents were received and noted. A link has been provided on the Council's website so that these items may be accessed directly by Great Addington residents and other interested parties.

### 17/671 Northamptonshire County Council (NCC).

#### a) **To consider this Council's response to the NCC Phase 1 Draft Budget Proposals and Council Plan Consultation 2018/19.**

The Council considered its response to this consultation regarding NCC's budget proposals in the short and medium term (with particular reference to the potential impact of proposed reductions for Great Addington and the possibility of the Council taking responsibility for some services). It was acknowledged that more detail is required regarding any proposed cuts which affect Great Addington before considering taking responsibility for services. It was also recognised that value for money would be essential and consultation would be required for any increase in the precept over 2%.

**RESOLVED** that Cllr N Palmer be **AUTHORISED** to respond on behalf of this Council to the NCC Phase 1 Draft Budget Proposals and Council Plan Consultation 2018/19 that all services currently provided are important in a rural community such as Great Addington.

- b) **To receive and note NCC correspondence/reports/publications (for information only).**  
Correspondence/reports/publications relating to Northamptonshire Libraries and Information Service Review 2017 Consultation, seasonal highway maintenance, road safety along with wellbeing issues were received and noted. A link will be provided on the Council's website so that these items may be accessed directly by Great Addington residents and other interested parties.

**17/672 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. A link will be provided on the Council's website so that these items may be accessed directly by Great Addington residents and other interested parties.

**17/673 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 its purchase of traffic calming schemes.**

The Council noted the latest details of this objective (with particular reference to data collected by Northamptonshire Police Safer Roads Team and utilising the Council's Sierzega vehicle activated sign (VAS) to provide the supporting evidence required for the Awards for All grant management form along with potential suppliers of village entry gates on Cranford Road and Lower Street). It was acknowledged that the Council could submit a grant application to the NCC Empowering Councillors and Communities Scheme in a subsequent financial year towards village entry gates.

- b) **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 of this objective (with particular reference to clarification of the breakdown of costs provided and the total amount required before officially accepting the order from The Village Sign People). It was acknowledged that all monies including a donation offered by a resident should be available prior to installation of the sign.

- c) **To note the latest details and consider proposals by this Council regarding its review of governance documents.**

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

- d) **To note the latest details and consider proposals by this Council regarding its adoption of the red telephone box in Main Street.**

The Council noted the latest details of this objective (with particular reference to the options available regarding the power connection). It was acknowledged that option 1 is the most suitable whereby BT Payphones will continue to be responsible for the electricity supply and pay the associated costs. It was recognised that uses of the telephone box must be cost effective including if there is involvement by members of the community.

- e) **To note the latest details and consider proposals by this Council regarding upgrading footpath access to the Nene Valley Greenway.**

The Council noted the latest details of this objective (with particular reference to general support of the project by members of the local community including Great Addington CofE Primary School). It was acknowledged that Gladstone Construction Civil Engineering Ltd has inspected the site but is not at present in a position to submit a quotation. It was recognised that advice should be sought from the ENC Community Partnerships Team regarding providing an explanation of the proposals to adjacent land owners.

#### 17/674 Community.

- a) **To consider the options and resources available to this Council regarding developing a Neighbourhood Plan.**

The Council began to consider the options and resources available regarding this right to shape the development of the local area introduced by the Localism Act 2011, including possible co-operation with neighbouring communities. It was acknowledged that information should be obtained regarding potential project size along with the possibility of working collaboratively with Little Addington Parish Council and Woodford Parish Council prior to taking any further action.

**RESOLVED** to include this Council's further consideration of the options and resources available regarding developing a Neighbourhood Plan on the agenda of the next scheduled meeting.

- b) **To note details of Alzheimer's Society's Dementia Friends programme.**

The Council noted details of this initiative which aims to transform perceptions of dementia and provide support to those affected by the condition.

**RESOLVED** that details of Alzheimer's Society's Dementia Friends programme be **NOTED** and that the Council should assist in raising awareness of this initiative.

- c) **To approve this Council's copy for the December 2017 issue of Saints Alive!**

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

**RESOLVED** that the Council's annual budgeting process and raising awareness of Alzheimer's Society's Dementia Friends programme be included with the regular items in the November 2017 issue of Saints Alive!

#### 17/675 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.**

- (i) **NCALC Emergency Planning workshop on Thursday 25 January 2018 at £36.00 per delegate.**

**RESOLVED** that the attendance of Cllr C Johnson at the NCALC Emergency Planning workshop at the cost of £36.00 per delegate be **APPROVED** by this Council.

- (ii) **NCALC Preparing for Year End Audit training course on Wednesday 28 February 2018 at £36.00 per delegate.**

**RESOLVED** to defer the approval of the Clerk's attendance at the NCALC Preparing for Year End Audit training course to the next scheduled meeting at the Chairman's discretion and on the grounds of procedural efficiency.

- (iii) **NCALC General Data Protection Regulations Made Simple training course on Tuesday 27 March 2018 at £49.00 per delegate.**

**RESOLVED** that the attendance of the Clerk at the NCALC General Data Protection Regulations Made Simple training course at the cost of £49.00 per delegate be **APPROVED** by this Council.

- b) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**

Correspondence/reports/publications relating to the latest details of the new external audit arrangements, budgeting and precept setting for the year ended 31 March 2019 along with the ALCC membership subscription were received and noted.

#### 17/676 Finance.

- a) **To consider this Council's draft budget for the year ended 31 March 2019.**

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 must be able to meet all of its financial obligations (with particular reference to the possibility of taking responsibility for some services currently within the remit of NCC) without increasing the precept significantly. It was acknowledged that although VAT reclaimed under the VAT Act 1994, s 33 is a receipt when reporting on a receipts and payments basis, inclusion in the budget should be clarified before final approval at the December meeting.

**RESOLVED** that this Council's budget for the year ended 31 March 2019 be **APPROVED** at the next scheduled meeting prior to setting its precept.

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

The Council received and scrutinised these documents to ensure that its bank balances reconcile to receipts and payments.

**RESOLVED** that this Council's net bank balance of £12,668.14 on 15 November 2017 reconciles to its receipts and payments.

- c) **To receive and approve the monthly internal control checklist.**  
**RESOLVED** to defer the approval of this Council's monthly internal checklist to the next scheduled meeting at the Chairman's discretion and on the grounds of procedural efficiency.
- d) **To approve payment to JME Ground Services Ltd for October 2017 All Saints Church mowing charge (6382).**  
**RESOLVED** that PAY000026 to JME Ground Services Ltd for October 2017 All Saints Church mowing charge be proposed, seconded and with all members present in favour; **APPROVED** by this Council for payment following confirmation that the proposed transaction of £67.50 inclusive of 20% VAT has been budgeted accurately (Local Government Act 1972, s 215).

**17/677 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.

**17/678 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 made available to members as soon as possible.

**17/679 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 20 December 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 20 December 2017 at 7:45 pm.

*The Chairman closed the meeting at 9:45 pm.*

**These draft minutes are subject to this Council's approval on Wednesday 20 December 2017.**