

Great Addington Parish Council

Minutes of the meeting held on Wednesday 17th March 2021

Present at the meeting

Councillors: Cllr M Scott (Chairman), Cllr A Fischelis (Deputy Chairman), Cllr C Johnson, Cllr D Barclay, Cllr S Barclay, Cllr H Hoier, Cllr D Cole

In attendance: Mrs D Cummins (Clerk/RFO)

21/207 To receive and accept apologies for absence. (Reason for absence to be advised)

21/208 Approval of Minutes. To approve the Minutes of the Council Meeting held 17th February 2021 as a correct record
RESOLVED that these minutes be proposed, seconded with all members present. Confirmed as being a correct record of the meeting held on Wednesday 17th February 2021 and signed by the Chairman.

21/209 Declaration of interest by any Councillor who has a Disclosable Pecuniary Interest or other interest in any of the following agenda items.
None received

21/210 To receive information requests/comments from members of the public in accordance with the Freedom of Information Act 2000 and Standing orders.
Cllr Dorothy Maxwell and Kirk Harrison presented to the meeting.

21/211 To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.
Not required as there are no agenda items identified by this council as containing confidential information.

21/212 Minor Items:

- a) **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 items/ongoing items.
- b) **To receive a report from District and County representatives**
There were no reports from District and County representatives
- c) **To receive and note applications/decisions notified by ENC Planning Services**
None received
- d) **To receive and note correspondence/reports/publications from other organisations (Circulated previously)**
Correspondence was received and noted.

21/213 Finance

- a) **To review the budget**
The budget has been received and is clear. A further meeting to be convened between Cllr Scott, Cllr Hoier, Cllr Cole and the Clerk to discuss the reserves.
- b) **To review the All Saints Mowing contract**
No adverse comments received and current scheme of works will remain for a further 12 months.
RESOLVED – The Clerk to write to the contractor to ask if there will be a price increase for 2021/22.
- c) **To receive and approve the monthly financial statements and bank reconciliation.**

RESOLVED that this council's net bank balance of £12,498.96 on 28th February 2021 reconciles to its receipts and payments.

d) To approve payments in accordance with relevant legislation

RESOLVED that the monthly schedule of payments and the total expenditure of £1568.71 be proposed and seconded with all members in favour.

APPROVED by this Council following confirmation that the proposed transactions have been budgeted accurately.

- (i) **Payment to the Public Works Loan Board for the bi-annual loan repayment.** PAY000170 £475.82 (National Loans Act 1968, s 3).
- (ii) **Payment of the Clerk's salary (January – March 2021)** PAY 000171 - £430.89 (Local Government Act 1972, s112)
- (iii) **Payment to HM Revenue and Customs for PAYE (January – March 2021)** PAY 000172 – £282.00 (Local Government Act 1972, s112)
- (iv) **Payment to the Society of Local Council Clerks for the Clerk's SLCC annual membership subscription** (April 2021 to March 2022) PAY 000173 £80.00 (Local Government Act 1972, s143)
- (v) **Payment to Northamptonshire ACRE for the annual supporter subscription** (2021/22) PAY 000174 £38.00 (Local Government Act 1972s143)
- (vi) **Payment to Unity Trust Bank plc for service charges (January – March 2021)** PAY 000175 - £18.00 (Local Government Act 1972, s 111)
- (vii) **Payment to The Marketing Team for Website support** PAY 000176 £144 (Local Audit and Accountability Act 2014 s38)
- (viii) **Payment to Saints Alive subscription** PAY 000177 - £100 (Local Government Act 1972 s142)

21/214 To note the latest details of this Council's Action Plan; receive and note reports prepared by Champions of projects.

- (i) **Traffic calming measures.** Cllr Fischelis reported on a meeting with Sarah Barnwell which covered the following:
 - a) Village Gateways – Siting has been agreed and she will obtain a quote from their contractors
 - b) Double yellow lines outside the pub – Agreed
 - c) Double yellow lines on Cranford Rd by the Church will need to be agreed by the 5 properties affected on that road.

RESOLVED the Clerk to contact the householders to explain the situation and to ascertain their thoughts/agreement.

 - d) Slow down sign has been agreed from Lower Street to Ringstead Rd
 - e) Arthurs Bench – Sarah will provide written permission and obtain estimates to install it. She needs to answer to a number of queries relating to its position.

RESOLVED Cllr Fischelis to contact relevant parties.

All of the above are subject to the changes that will happen as a result of the closure of NCC and services moving to the North Northamptonshire authority.
- (ii) **Neighbourhood plan.** Cllr Hoier met with the Village Hall committee who are very keen to be involved in an event. It is hoped a date can be agreed at the GAPC Annual meeting.

RESOLVED to add this to the agenda for the Annual Meeting
- (iii) **Footpath improvement.**
 - a) Cllr Scott advised that the footpath between Great Addington and Little Addington is on the Street Doctor Action list.
 - b) Kissing Gate (MA1)

RESOLVED – The clerk to write to the owner of the Manor House to gain his support to install this type of gate.
- (iv) **Village enhancement.**

a) **Phone box** – Cllr Fischelis is looking obtain further quotes for the work to the signage in the phone box.

RESOLVED Cllr Fischelis to obtain further quotes to be shared via email with all cllrs.

b) **Scheme of Works** – Cllr Scott has not received a quote for this work, however this is due to be delivered within the next few weeks which will be reported back to the next available meeting.

21/215 Community

a) **To receive and note issues of concern raised by residents:**

Road safety outside the school – The banner is complete.

RESOLVED – Cllr Fischelis to install the Banner at the school

b) **New families welcome pack for the village**

Cllr Johnson is waiting for some final comments.

RESOLVED Cllr Johnson will send round final draft to all cllrs for final approval.

investigate the possibility of the Hare and Hounds contributing to the cost of production in return for the publicity within the publication. Three new families have recently moved to the village and it was agreed to write a draft welcome letter to be sent whilst we await production of the welcome pack.

c) **To approve the Council's copy for the April 2021 issue of Saints Alive! and the local press.**

The deadline for publication is too tight to reliably ensure copy is sent to the editor on time (The deadline is 6pm of the day following the Parish Council meeting).

RESOLVED The clerk to contact the village hall to see if the date can be moved to the second Wednesday of every month.

To add the dates for future meetings to the Annual Meeting agenda.

21/216 To receive meeting/training reports from Councillors (where not otherwise specified on the agenda)

None received

21/217 To confirm any additional business to be included on the agenda of the next meeting

RESOLVED Annual Parish meeting,

All items as agreed in the minutes

21/218 To confirm the list action items from this meeting

21/219 To confirm the date and time of the next meeting of the Council

RESOLVED that the next meeting of the Council is scheduled for 21st April 2021 via Zoom.

The Chairman closed the meeting at 9.50pm.

SignedChairman 19th May 2021

Action Log

| Action Number | Date set | Action | Progress |
|---------------|------------|--|--------------------------------------|
| 20/067 | 27/05/2020 | Obtain sign to advertise Village surgery | Progress once surgeries can commence |
| 21/186 | 20/01/2021 | Explore possibility of kissing gate on the footpath opposite the village pub | In progress |
| 21/186 | 20/01/2021 | Placement of memorial bench in the village – ‘Arthurs Seat’ | In progress |
| 21/187 | 20/01/2021 | Banner to be installed at the school to encourage responsible parking | Complete |
| 21/187 | 20/01/2021 | Purchase of litter pickers | In progress |
| 21/200 (iv) | 17/02/2021 | Shelves and sign to be fitted to the phone box | In progress |
| 21/200 (v) | 17/02/2021 | Review of grass cutting on verges in the village | Complete |
| 21/201 c) | 17/02/2021 | Publicity to encourage people to take part in the local elections. | Complete |
| 21/213 a) | 17/03/2021 | Follow up meeting for budget review | Complete |
| 21/213 b) | 17/03/2021 | Confirm new grass cutting contract for 20/21 | Complete |
| 21/214 (i) | 17/03/2021 | Progress potential double yellow lines by the church, in consultation with local homeowners. | In progress |
| 21/214 (ii) | 17/03/2021 | Date to be confirmed for Neighbourhood Plan meeting | In progress |
| | 17/03/2021 | New JAG rep to be added to the next agenda | In progress |
| 21/215 c) | 17/03/2021 | Review possibility of changing Parish Council meeting dates | In progress |