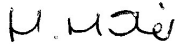


# GREAT ADDINGTON PARISH COUNCIL

Thursday 15 March 2018

To members of the public

You are hereby invited to attend a meeting of Great Addington Parish Council to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 21 March 2018 at 7:45 pm for the purpose of transacting the following business.



Mrs Helen Hoier (Clerk/RFO to the Council)  
10 Rushwell Close  
Great Addington  
KETTERING  
NN14 4BP

01536 330858

[clerk@greataddingtonpc.co.uk](mailto:clerk@greataddingtonpc.co.uk)

[www.greataddingtonpc.co.uk](http://www.greataddingtonpc.co.uk)

## AGENDA

### 18/721 Formalities.

- a) **To receive and approve apologies for absence.**  
The Council will receive any apologies from Councillors and consider formal approval of the reasons provided.
- b) **To receive information requests/comments from members of the public.**  
The Council will receive and process any information requests/comments from members of the public in accordance with the Freedom of Information Act 2000 and Standing Orders.
- c) **To receive declarations of discloseable pecuniary/other interests by Councillors and dispensation requests.**  
Councillors will refer to the latest guidance regarding declaration of discloseable pecuniary interests (DPIs) and granting of dispensations.
- d) **To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.**  
The Council will consider whether this procedure is required for any agenda items containing confidential information.

### 18/722 To confirm the minutes of the meeting held on Wednesday 21 February 2018.

Subject to approved amendments, the minutes of this meeting will be confirmed as a correct record and a copy will be published on the Council's website.

### 18/723 Minor items (for information and/or delegated action only).

- a) **To receive and note reports from District and County representatives.**
  - (i) Cllr D Hughes (ENC Woodford Ward).
  - (ii) Cllr S Hughes (NCC Irthlingborough Division).
- b) **To receive and note decisions notified by ENC Planning Services.**
- c) **To receive and note correspondence/reports/publications from other organisations.**
  - (i) E-mail regarding the CPRE Northants 2018 Litter Heroes Awards.
  - (ii) E-mail regarding Northamptonshire Neighbourhood Alert messaging service.
  - (iii) E.ON Monthly Market Report (March 2018).
  - (iv) HMRC Business Help and Support (February/March 2018).
  - (v) Keep Britain Tidy (February/March 2018).
  - (vi) Local Council Public Advisory Service (February/March 2018).
  - (vii) Northamptonshire Rural Housing Association (Spring 2018).
  - (viii) Rural Services Network (February/March 2018).
- d) **To receive and note the action log from previous meetings.**  
The Council will receive and note updates from Councillors and the Clerk regarding the progress of delegated actions/on-going items which are not within the Four Year Plan.

- e) **To receive and note reports from members.**
  - (i) **Addingtons Playing Field Association (APFA) meeting (Cllr C Johnson).**
  - (ii) **NCALC Emergency Planning workshop (Cllr C Johnson).**
  - (iii) **District-Wide Local Plan Part 2 – Rural Parish workshop (Cllr N Palmer).**

**18/724 East Northamptonshire Council (ENC).**

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

- (i) **E-mail regarding forthcoming funding events in Northamptonshire.**
- (ii) **ENC Joint Standards Complaints Committee meeting documents.**

**18/725 Northamptonshire County Council (NCC).**

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

**18/726 Constituency for Corby.**

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

**Tom Pursglove MP's Westminster Report (March 2018).**

**18/727 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 will note 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.

- a) **To note the latest details and consider proposals by this Council regarding its purchase of traffic calming schemes.**
- b) **To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.**
- c) **To note the latest details and consider proposals by this Council regarding its review of governance documents.**
- d) **To note the latest details and consider proposals by this Council regarding its adoption of the red telephone box in Main Street.**
- e) **To note the latest details and consider proposals by this Council regarding upgrading footpath access to the Nene Valley Greenway.**

**18/728 Community.**

- a) **To finalise the agenda of the Annual Parish Meeting (of electors) to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 16 May 2017 at 7:30 pm.**

The Council will finalise the agenda for this meeting and consider issues of potential interest to local electors.

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

The Council will 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.

- c) **To note the latest details of this Council's new initiative to address the issue of inconsiderate parking.**

The Council will note the latest details of this initiative whereby advisory leaflets are issued explaining the impact of parking inconsiderately.

- d) **To note the latest details of an issue of concern regarding the height of conifer trees in Lower Street and to consider the options and resources available to this Council.**

The Council will note the latest details of concerns expressed regarding the recent damage to overhead cables including the potential implications for public safety and consider the options and resources available to address this issue.

- e) **To receive and note correspondence from local residents regarding access to a mains gas supply in Great and Little Addington.**

- f) **To note this Council's copy for the April 2018 issue of Saints Alive!**

The Council will note copy submitted along with the regular items for inclusion in this issue for which the deadline is Thursday 15 March 2018 (prior to the scheduled meeting).

**18/729 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).

- a) E-mail regarding the NALC General Data Protection Regulation Toolkit.
- b) E-mail regarding the new draft National Planning Policy Framework.
- c) NACRE 2018 Best Village Competition.
- d) SLCC News Bulletin (March 2018).
- e) SLCC The Clerk Magazine (March 2018).

**18/730 Finance.**

**To finalise the timetable for this Council's Annual Governance and Accountability Return for the year ended 31 March 2018.**

The Council will finalise the timetable for this statutory procedure which must be undertaken by 30 June 2018.

- 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 2018.**

The Council will undertake a review of these procedures to ensure that they are adequate and have been maintained in accordance with proper accounting practices.

- b) **To approve an extension to the terms and conditions of the 2016/17 All Saints Church mowing contract subject to a revised price of £60.00 per cut for at least 12 months from 1 April 2018.**

The Council will approve formally an extension of this contract with JME Ground Services Ltd on the grounds of economy, efficiency and effectiveness.

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

The Council will receive and scrutinise these documents to ensure that its bank balances reconcile to receipts and payments.

- d) **To receive and approve the monthly internal control checklist.**

The Council will receive and scrutinise this document to enable it to test specific internal controls, report findings and approve corrective action if necessary.

- e) **To approve payments in accordance with relevant legislation.**

The Council will approve the monthly schedule of payments once confirmation has been received that the proposed transactions have been budgeted accurately.

- (i) **Payment of the Clerk's salary (January-March 2018).**

PAY000036 - £384.00 (Local Government Act 1972, s 112).

- (ii) **Payment to HM Revenue & Customs for PAYE (January-March 2018).**

PAY000037 - £96.00 (Local Government Act 1972, s 112).

- (iii) **Payment of the Clerk's administrative expenses (April 2017-March 2018).**

PAY000038 - £50.00 (Local Government Act 1972, s 111).

- (iv) **Payment to Great Addington CE (VA) Primary School for photocopying.**

PAY000039 - £4.40 (Local Government Act 1972, s 111).

- (v) **Payment to All Saints Church, Great Addington Parochial Church Council for the 2017/18 Saints Alive! subscription.**

PAY000040 - £100.00 (Local Government Act 1972, s 142).

- (vi) **Payment to the Society of Local Council Clerks for the Clerk's SLCC and ALCC annual membership subscription (April 2018-March 2019).**

PAY000041 - £70.00 (Local Government Act 1972, s 143).

- (vii) **Payment to Northamptonshire ACRE for the annual supporter subscription (2017/18).**

PAY000042 - £35.00 (Local Government Act 1972, s 143).

- (viii) **Payment to BT Payphones for the red telephone box adoption fee.**

CHQ300019 - £4.40 (Local Government Act 1972, s 111).

- (ix) **Payment to Unity Trust Bank plc for service charges (January-March 2018).**

PAY000043 - £18.00 (Local Government Act 1972, s 111).

**18/731 To confirm any additional business to be included on the agenda of the next meeting.**

The Council will note any additional business and confirm if it is of sufficient relevance to be included on the agenda of the next meeting.

**18/732 To confirm and list action items from this meeting.**

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

**18/733 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 18 April 2018 at 7:45 pm).**