

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in The Memorial Hall on Wednesday 17 January 2018

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk).

18/693 Formalities.

a) To receive and approve apologies for absence.

Apologies for absence were received from Cllr C Johnson and Cllr M Scott (due to family responsibilities).

RESOLVED that the reason provided by both Cllr C Johnson and Cllr M Scott for absence from the meeting be **APPROVED** by this Council.

b) To receive information requests/comments from members of the public.

An information request regarding the Council's purchase of vehicle activated signs (VAS) from Stocksigns Ltd was received. Comments relating to dog owners were noted including an inaccessible stile which has been altered to enclose livestock more securely along with irresponsible disposal of waste adjacent to the dog bins.

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.

18/694 To confirm the minutes of the meeting held on Wednesday 20 December 2017.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 20 December 2017 and signed by the Chairman.

18/695 Governance.

To appoint a member as a representative of this Council to the Addingtons Playing Field Association (APFA) for 2017/18.

RESOLVED that it be proposed, seconded and with all members present; **CARRIED** that Cllr C Johnson be appointed as a representative of this Council to the Addingtons Playing Field Association (APFA) for 2017/18.

18/696 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.

There were no decisions notified by ENC Planning Services.

c) To receive and note correspondence/reports/publications from other organisations.

Correspondence/reports/publications relating to Holocaust Memorial Day 2018 along with employment, 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.

18/697 East Northamptonshire Council (ENC).

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

Correspondence/reports/publications relating to ENC Joint Standards Complaints Committee were received and noted. These items may be accessed directly by Great Addington residents and other interested parties via the relevant link on the Council's website.

18/698 Northamptonshire County Council (NCC).

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

Correspondence/reports/publications relating to the NCC Draft Budget Proposals and Council Plan Consultation 2018/19 along with wellbeing issues were received and noted. These items may be accessed directly by Great Addington residents and other interested parties via the relevant link on the Council's website.

18/699 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. These items may be accessed directly by Great Addington residents and other interested parties via the relevant link on the Council's website.

18/700 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 dimensions and material samples for the village entry gates). It was acknowledged that information should be obtained from Stocksigns Ltd regarding maintenance procedures for the VAS along with electricity usage data to forward to Western Power Distribution.

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 arranging a dedication ceremony once the village sign has been installed).

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

The Council noted the latest details of this objective (with particular reference to the requirement to review governing documents within the financial year).

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

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

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 arranging a meeting with a representative from the ENC Community Partnerships Team regarding alternative routes).

18/701 Community.

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

The Council continued to consider the options and resources available regarding this right to shape the development of the local area introduced by the Localism Act 2011. It was acknowledged that as developing a Neighbourhood Plan is a significant undertaking that collaboration with neighbouring villages may be a feasible option.

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 the latest details of this Council's new initiative to address the issue of inconsiderate parking.

RESOLVED to defer noting the latest details of this initiative to the next scheduled meeting at the Chairman's discretion and on the grounds of procedural efficiency.

c) To note details of the Great British Spring Clean and confirm the details of Operation Spring Clean 2018.

The Council noted details of this campaign co-ordinated by Keep Britain Tidy to be held from Friday 2 to Saturday 4 March 2018 and confirmed the date, time and all other necessary arrangements regarding the annual Great Addington litter pick.

RESOLVED that Operation Spring Clean 2018 be held on Thursday 29 March 2018 from 6.00 pm to 7.30 pm and to participate in the Great British Spring Clean anti-litter campaign.

- d) **To approve this Council's copy for the February 2018 issue of Saints Alive!**
Copy to be included in this issue of Saints Alive! was considered (with particular reference to business transacted at the January 2018 meeting).

RESOLVED that an appeal for volunteers to assist with Operation Spring Clean 2018 along with a request for dog owners to dispose of waste responsibly in the bins provided or with household refuse be included with the regular items in the February 2018 issue of Saints Alive!

- 18/702 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 NACRE membership along with the latest details of the new external audit arrangements were received and noted.

18/703 Finance.

- a) **To confirm this Council's authorisation procedure for due payments which arise on a regular basis as a result of a continuing contract, statutory duty or obligation.**

The Council confirmed details of authorisation instructions when these payments may be made by direct debit or standing order in accordance with Financial Regulations 5.6 and 5.7.

RESOLVED that payments by standing order for all payroll transactions and by direct debit to E.ON and the Information Commissioner's Office be **AUTHORISED** for the current financial year provided that a list of such payments shall be submitted at a subsequent meeting of the Council.

- b) **To receive and approve the quarterly statement of receipts and payments under each budget heading.**

The Council received and scrutinised this document 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 £16.19 overspend in respect of an additional insurance premium because the vehicle activated signs (VAS) are within a separate section, this was considered appropriate to ensure adequate cover.

RESOLVED that this Council's actual performance against its budget be **NOTED** and that no corrective action is required.

- c) **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 £11,056.35 on 17 January 2018 reconciles to its receipts and payments.

- d) **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.

- 18/704 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.

- 18/705 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.

- 18/706 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 21 February 2018 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 21 February 2018 at 7:45 pm.

The Chairman closed the meeting at 8:55 pm.

Signed by Cllr N Palmer (Chairman) at the meeting held on Wednesday 21 February 2018.