GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in The Memorial Hall on Wednesday 15 August 2018

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/RFO) and one member of the public.

18/787 Formalities.
  a) To receive and approve apologies for absence.
    There were no apologies for absence as the full Council was present.
  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 disclosable 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.

18/788 To confirm the minutes of the meeting held on Wednesday 18 July 2018.
    RESOLVED that these minutes be CONFIRMED by this Council as being a correct record of the meeting held on Wednesday 18 July 2018 and signed by the Chairman.

18/789 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 employment, local government 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/ongoing items which are not within the Four Year Plan. It was acknowledged that the action log should be included with the meeting documents for all future meetings.
    (i) 17/00773/FUL full planning permission for a steel portal framed cattle shed at Site 1028 Former Quarry, Cranford Road, Great Addington.
        It was noted that the Council’s review of the status of this full planning permission is currently an ongoing item on the action log (because the proposed building is incomplete and condition 4 does not yet apply) and should be included on the agenda of the October 2018 meeting (minutes 17/595 and 18/738 refer).
    (ii) Issues of concern raised regarding the inconsiderate behaviour of some drivers when parking and/or travelling through in the village.
        It was noted that assistance from the East Northants Central Neighbourhood Policing Team (NPT) regarding monitoring inconsiderate parking during term time has not yet been requested and that a representative should be invited to attend the September 2018 meeting (minute 18/773 refers).
    (iii) Administrative Management Sub-Committee (AMSC) to investigate the effect on the duties of the Clerk/RFO of new legislation and increased use of e-mail.
        It was noted that the AMSC has not yet been able to meet and that a suitable date/time/venue should be arranged prior to the September 2018 meeting in line with recommended action within the internal control checklist (minutes 18/767, 18/775 and 18/783 refer).
    (iv) Ringstead Grange Quarry Liaison Group (RGQLG).
        Cllr H Mayes reported to the Council on the latest details of the RGQLG’s activities following its August 2018 meeting (with particular reference to holding meetings annually in August unless any operational issues arise).
18/790 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 chicanes and including quotations for 30 mph signs on the agenda of the September 2018 meeting). Discussion took place and it was acknowledged that all options and resources currently available should be utilised regarding the design of traffic calming schemes before approval of any expenditure. It was recognised that any expenditure will be significant and would require long term financial planning.

b) To note the latest details and consider proposals by this Council regarding its purchase of a village commemorative sign.

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

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 responsibility for the electrical supply and arrangements for the removal of the telephony).

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 regular communication with the ENC Community Partnerships Team regarding alternative footpath route options and eligibility for the East Northamptonshire Community Facilities Fund).

18/791 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 (with particular reference to possible clustering arrangements with Cranford, Little Addington, Ringstead and Woodford).

RESOLVED to include this Council’s further consideration of the options and resources available regarding developing a Neighbourhood Plan on the agenda of the September 2018 meeting.

b) To receive and note correspondence/reports/publications from Northamptonshire Police and the Office of Northamptonshire Police and Crime Commissioner (PCC).

(i) Northamptonshire Neighbourhood Alert regarding items taken from equipment stores at a property in Cranford Road.

Details of this reported crime were noted and have been published on the Council’s website.

(ii) E-mail regarding monthly meetings with Mr S Mold (Northamptonshire PCC).

It was noted that these dates/times coincide with the Council’s scheduled meetings.

(iii) Northamptonshire PCC Newsletter (August 2018).

It was noted that this publication may be viewed online and that tweets are included.

b) To note issues of concern/interest raised by residents since 18 July 2018 and to consider the options and resources available to this Council.

The Council noted concerns expressed by residents received since 18 July 2018 along with recurring items and considered the available options and resources to address these issues.

(i) Defective street lights in Manor Close following a call out request for Western Power Distribution to correct an electrical fault.

It was noted that this situation also occurred in Rushwell Close earlier in the year and that the Council should seek advice from Mr S Coles (Balfour Beatty Operations Supervisor) regarding power surges and the adequacy of street lighting circuitry.
(ii) **Vandalism of a street sign in Rushwell Close.**
   It was noted that damaged/missing street nameplates should be reported to the ENC Amenities Team.

(iii) **Dog fouling on the pavement and footpaths.**
   It was noted that this issue has recurred and that the Council should seek advice from the ENC Dog Warden Service regarding available options and resources including signage prior to the September 2018 meeting.

(iv) **Overgrown vegetation in All Saints Church churchyard.**
   It was noted that this is obscuring some graves and that the Council should liaise with All Saints Church Parochial Church Council regarding remedial action recommended by JME Ground Services Ltd.

d) **To approve this Council’s copy for the September 2018 issue of Saints Alive! and the local press.**
   Copy to be included in this issue of Saints Alive! was considered (with particular reference to business transacted at the August 2018 meeting).
   **RESOLVED** that a further appeal for volunteers to assist with litter picking in autumn along with a reminder to dog owners to dispose of waste responsibly be included with the regular items in the September 2018 issue of Saints Alive!

18/792 East Northamptonshire Council (ENC).
   To receive and note ENC correspondence/reports/publications (for information only).
   Correspondence/reports/publications relating to the latest details of the Future Northants: Local Government Reform Consultation 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.

18/793 Northamptonshire County Council (NCC).
   To receive and note NCC correspondence/reports/publications (for information only). There were no new NCC correspondence/reports/publications received prior to the meeting.

18/794 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.

18/795 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).
   a) **To consider attendance at the NCALC 71st Annual General Meeting to be held at Moulton Community Centre on Saturday 6 October 2018 from 10:00 am to 1:00 pm.**
      The Council considered submitting a resolution to be debated at this event and formally nominating delegates (one voting) to attend at no cost.
      **RESOLVED** that this Council will not be submitting a resolution to be debated at the NCALC 71st Annual General Meeting.
      **RESOLVED** that the attendance of Cllr M Scott and the Clerk at the NCALC 71st Annual General Meeting be **APPROVED** by this Council.
   b) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**
      Correspondence/reports/publications relating to NACRE and SLCC annual events and training provision were received and noted.

18/796 Finance.
   a) **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 £17,477.10 on 15 August 2018 reconciles to its receipts and payments.
   b) **To receive and approve the monthly internal control checklist.**
      The Council received and scrutinised this document to enable it to test specific internal controls, report findings and approve corrective action if necessary.
RESOLVED that this Council’s internal controls be NOTED and that no corrective action is required.

c) To approve payments in accordance with relevant legislation.
The Council approved the monthly schedule of payments once confirmation had been received that the proposed transactions have been budgeted accurately.

RESOLVED that the monthly schedule of payments at the total expenditure of £566.42 be proposed, seconded and with all members present in favour; APPROVED by this Council following confirmation that the proposed transactions have been budgeted accurately.

(i) Payment to JME Ground Services Ltd for July 2018 All Saints Church mowing (6647).
PAY000056 - £72.00 inclusive of 20% VAT (Local Government Act 1972, s 215).

(ii) Payment to the Public Works Loan Board for the bi-annual loan repayment.
PAY000057 - £494.42 (National Loans Act 1968, s 3).

18/797 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.

18/798 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 of the meeting.

18/799 To confirm the date and time of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 19 September 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 19 September 2018 at 7:45 pm.

The Chairman closed the meeting at 9:00 pm.

Signed by Cllr M Scott (Chairman) at the meeting held on Wednesday 19 September 2018.