

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in The Memorial Hall on Wednesday 17 April 2019

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk/RFO) and 2 members of the public.

19/892 Formalities.

- a) **To receive and approve apologies for absence.**
Apologies for absence were received from Cllr N Palmer and Cllr E Palmer (due to traffic delays).
RESOLVED that the reason provided by Cllr N Palmer and Cllr E Palmer for absence from the meeting be **APPROVED** by this Council.
- b) **To receive information requests/comments from members of the public.**
The Council received a verbal information request regarding a private road and the requester was referred to East Northamptonshire Council.
- 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.

19/893 To confirm the minutes of the meeting held on Wednesday 20 March 2019.

RESOLVED that these minutes be **CONFIRMED** by this Council as being a correct record of the meeting held on Wednesday 20 March 2019 and signed by the Chairman.

19/894 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.**
 - (i) **18/02344/FUL full planning application for alterations to previously approved 'Barn A' and demolition of existing shed to form new garage annex at Rectory Farm Buildings, Cranford Road, Great Addington.**
Notification has been received that this full planning application has been withdrawn.
 - (ii) **18/02345/FUL full planning application for alterations to previously approved demolition and replacement of 'Barn B' and demolition of existing shed to form new garage annex at Rectory Farm Buildings, Cranford Road, Great Addington.**
Notification has been received that this full planning application has been withdrawn.
 - (iii) **18/02346/FUL full planning application for alterations to previously approved 'Barn C' incorporating a two storey side extension with integrated garage and single storey front extension at Rectory Farm Buildings, Cranford Road, Great Addington.**
Notification has been received that this full planning application has been withdrawn.
- c) **To receive and note correspondence/reports/publications from other organisations.**
Correspondence/reports/publications relating to energy, employment, environmental, 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.

19/895 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 traffic calming schemes.**

The Council noted the latest details of this objective (with particular reference to Community Speed Watch including amendments to approved sites along with data collected prior to and following the most recent session of speed monitoring by volunteers).

- 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 arrangements for the expected delivery date of the village sign on Tuesday 30 April 2019).

- 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 renovation of the red telephone box in Main Street.**

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

19/896 Community.

- a) **To finalise the agenda of the Annual Parish Meeting (of electors) scheduled to be held in the Memorial Hall, Woodford Road, Great Addington on Wednesday 15 May 2019 at 7:30 pm.**

The Council considered issues of potential interest to local electors for discussion at this meeting (with particular reference to the village commemorative sign along with renovation of the red telephone box). It was acknowledged that the Council's Annual Meeting must begin at a specific time.

RESOLVED that other than issues currently being addressed by the Council; there are no specific suggested discussion items when promoting this event and that the Annual Parish Meeting (of electors) must be concluded by 8:15 pm.

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

The Chairman welcomed to the meeting Mr S Fry who has offered his expertise regarding developing a Neighbourhood Plan. It was acknowledged that advice should be sought regarding official guidance along with available funding and that a working party chaired by Mr Fry should be appointed following the Annual Parish Meeting (of electors).

RESOLVED to appoint a Neighbourhood Plan Working Party at the May 2019 meeting.

- c) **To note details of Northamptonshire Heritage Forum's statement regarding proposals for unitary government in Northamptonshire.**

The Council noted details of this document.

- d) **To receive and note correspondence/reports/publications from Northamptonshire Police and the Office of Northamptonshire Police, Fire and Crime Commissioner (PFCC).**

Correspondence/reports/publications relating to forthcoming community events and activities of Mr S Mold (Northamptonshire PFCC) were received and noted (with particular reference to recruiting 100 extra officers). These items may be accessed directly by Great Addington residents and other interested parties via the relevant link on the Council's website.

- e) **To note issues of concern/interest raised by residents since 20 March 2019 and to consider the options and resources available to this Council.**

The Council noted an issue of concern raised by a local resident regarding the unauthorised relocation of stepping stones which are used in the event of flooding and which have historical importance. It was acknowledged that the stepping stones should be preserved and that advice should be sought regarding maintaining their correct position along the footpath as well as the possibility of nomination as an Asset of Community Value (ACV).

- f) **To approve this Council's copy for the May 2019 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 April 2019 meeting). It was acknowledged that separate flyers should also be delivered on Sunday 5 May 2019.

RESOLVED that an invitation to the Annual Parish Meeting (of electors) along with a request for volunteers to assist with Operation Spring Clean 2019 be included with the regular items in the May 2019 issue of Saints Alive!

19/897 East Northamptonshire Council (ENC).

- a) **To note details of the ENC Monitoring Officer Town and Parish Council Briefing and consider any recommended action.**

The Council noted details of this document to ensure compliance with current legislation and awareness of recommended good practice.

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

The Council received an invitation for the Chairman to attend the ENC Annual Meeting on Wednesday 15 May 2019.

19/898 Northamptonshire County Council (NCC).

- a) **To consider this Council's response to 19/00024/MINVOC variation of conditions 5 and 17 of 12/00016MIN planning consent to allow disposal of inert materials from essential highway maintenance works at Ringstead Grange Quarry, Raunds Road, Ringstead.**

The Council considered its response to this variation of conditions application (with particular reference to the development control history of this site).

RESOLVED that this Council will make no comment regarding 19/00024/MINVOC variation of conditions application.

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

Correspondence relating to the NCC Priorities of Stand Out Northamptonshire Consultation (May 2019) was received and noted. This item may be accessed directly by Great Addington residents and other interested parties via the relevant link on the Council's website.

19/899 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.

19/900 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 training provision for 2019/20 by NCALC and SLCC Northamptonshire Branch were received and noted.

19/901 Finance.

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

The Council received and scrutinised these accounting documents in order to confirm actual performance against its budget during 2018/19 and consider explanations of any significant variances. It was acknowledged that although there was minor overspending in respect of administration and internal audit, this was offset favourably by other budget headings which were not been spent fully (with particular reference to street lighting and training).

RESOLVED that this Council's actual performance against its budget be **NOTED** and that virement from other unspent budget headings and reserves when required had been sufficient corrective action.

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

RESOLVED to defer the transaction of this business item to the April 2019 meeting (at the Chairman's discretion and on the grounds of procedural efficiency).

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

RESOLVED to defer the transaction of this business item to the April 2019 meeting (at the Chairman's discretion and on the grounds of procedural efficiency).

- d) **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 £283.04 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 March 2019 All Saints Church mowing (6988).**
PAY000086 - £216.00 inclusive of 20% VAT (Local Government Act 1972, s 215).
- (ii) **Payment to RAO Stationers Ltd for A4 paper and inkjet cartridges (543985).**
PAY000087 - £67.04 inclusive of 20% VAT (Local Government Act 1972, s 111).

19/902 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.

19/903 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.

19/904 To confirm the date and time of the Annual Meeting of the Council (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 15 May 2019 at 7:45 pm).

RESOLVED that the Annual Meeting of this Council will be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 15 May 2019 at 8:30 pm.

The Chairman closed the meeting at 9:15 pm.

These draft minutes are subject to this Council's approval on Wednesday 15 May 2019.

DRAFT