

GREAT ADDINGTON PARISH COUNCIL

Minutes of the Meeting held in The Memorial Hall on Wednesday 18 December 2019

Present at the meeting.

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

In attendance: Mrs H Hoier (Clerk/RFO).

19/998 Formalities.

- a) **To receive and approve apologies for absence.**
There were no apologies for absence received from members 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.

19/999 To confirm the minutes of the meeting held on Wednesday 20 November 2019.

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

19/001 Finance.

- a) **To approve this Council's budget for the year ended 31 March 2021.**
RESOLVED that this Council's budget of £9,231 for the year ended 31 March 2021 be proposed, seconded and with all members present in favour; **APPROVED** by this Council.
- b) **To confirm this Council's precept for the year ended 31 March 2021.**
RESOLVED that it be **CONFIRMED** that this Council shall precept upon ENC to the sum of £9,231. Precept payments will be received in two instalments on the last working day of April and September 2020.
- c) **To receive and approve the quarterly statement of receipts and payments under each budget heading including comparative information from 2018/19.**
RESOLVED that this Council's actual performance against its budget be **NOTED** and that spending for the second and third quarter of 2019/20 has been £300.00 favourable.
- d) **To receive and approve the monthly financial statements and bank reconciliation.**
RESOLVED that this Council's net bank balance of £14,519.77 on 18 December 2019 reconciles to its receipts and payments.
- e) **To receive and approve the monthly internal control checklist.**
It was acknowledged that further relevant information should be obtained prior to reviewing the Clerk's contract of employment.
RESOLVED to defer the transaction of this business item to the January 2020 meeting at the Chairman's discretion and on the grounds of procedural efficiency.
- f) **To consider written grant applications and annual grants for the benefit of community, voluntary and charitable organisations.**
RESOLVED that a grant of £750.00 to Great Addington Memorial Hall Committee (GAMHC) be proposed, seconded and with all members present in favour; **APPROVED** by this Council.
- g) **To approve payments in accordance with relevant legislation.**
RESOLVED that the monthly schedule of payments at the total expenditure of £1,721.75 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 of the Clerk's salary (October-December 2019).**
PAY000113 - £402.95 (Local Government Act 1972, s 112).

- (ii) **Payment to HM Revenue & Customs for PAYE (October-December 2019).**
PAY000114 - £100.80 (Local Government Act 1972, s 112).
- (iii) **Payment to Unity Trust Bank plc for service charges (October-December 2019).**
PAY000115 - £18.00 (Local Government Act 1972, s 111).
- (iv) **Grant to the Addingtons Playing Field Association (APFA).**
PAY000116 - £1,200.00 (Local Government Miscellaneous Provisions Act 1976, s 19).

19/002 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.**
19/01621/TPO (TPO 0009) for various works including: Area 3 - fell 2 red horse chestnuts (343 and 350), remove deadwood to common lime (356); Area 2 - felling 4 trees (326, 327, 328 and 329) and replanting with avenue of 10-12 jacquemontii birch at Great Addington Manor, Cranford Road, Great Addington.
Notification has been received that permission for this tree preservation order application has been granted subject to conditions (minute 19/975 refers).
- c) **To receive and note correspondence/reports/publications from other organisations.**
Correspondence/reports/publications relating to employment, energy, 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.

19/003 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).

This action plan was introduced by the Chairman in 2015 to assist in confirming the Council's priorities, achieving its objectives and monitoring its progress over the subsequent 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 latest details were noted of this objective (with particular reference to arrangements to meet with representatives of Northamptonshire Police Safer Roads Team at a mutually convenient date to confirm suitable mobile enforcement sites).
- b) **To note the latest details and consider proposals by this Council regarding administration of its governance documents and maintaining a list of statutory and recommended documents.**
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 uses of the red telephone box in Main Street.**
The latest details were noted of this objective (with particular reference to arranging for posters inside the red telephone box promoting both the VE Day events and All Saints Church fundraising).
- d) **To note the latest details and consider proposals by this Council regarding developing a Neighbourhood Plan.**
The latest details were noted of this objective (with particular reference to the inaugural meeting of the GAPC Neighbourhood Plan Working Party). It was acknowledged that the Council will be required to submit an application for Great Addington to be designated as a Neighbourhood Plan area.
- e) **To note the latest details and consider proposals by this Council regarding the Nene Valley Greenway Footpath Access Working Party (NVGFAWP) joint approach with Little Addington Parish Council (LAPC) to upgrade footpaths.**
The latest details were noted of this objective (with particular reference to submitting an application to the ENC Community Facilities Fund by Friday 14 February 2020).

19/004 Community.

- a) **To further consider the options and resources available to this Council regarding an event to commemorate the 75th anniversary of VE Day on Friday 8 May 2020.**

Cllr C Johnson (GAPC Community Events Co-ordinator) reported on the latest details of this event (with particular reference to the inaugural meeting of the VE Day Working Party). It was acknowledged that the itinerary proposed at the meeting may need to be revised once Little Addington Parish Council's planned events have been confirmed.

RESOLVED to further consider the options and resources available to this Council regarding an event to commemorate the 75th anniversary of VE Day on Friday 8 May 2020 at the January 2020 meeting.

- b) **To note the latest details of serious flooding in Lower Street apparently caused by an overflowing spring along with any new issues of concern/interest raised by residents since 20 November 2019 and to consider the options and resources available to this Council.**

Correspondence from Ms S Barnwell (NCC Community Liaison Officer) and Cllr S Hughes (NCC Irthlingborough Division) was noted but effective action has not yet been undertaken by relevant parties.

RESOLVED that the latest details of serious flooding in Lower Street apparently caused by an overflowing spring be **NOTED**.

- c) **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. These items may be accessed directly by Great Addington residents and other interested parties via the relevant link on the Council's website.

- d) **To approve this Council's copy for the January 2020 issue of Saints Alive! and the local press.**

RESOLVED that a New Year message, the Council's budget for 2020/21, the local elections in May 2020 along with weekly litter picking by a volunteer be included with the regular items in the January 2020 issue of Saints Alive!

19/005 East Northamptonshire Council (ENC).

- a) **To note details of the ENC Town and Parish Council Briefing – Vacancy on the Joint Standards Complaints Committee.**

RESOLVED that the nomination of Cllr M Scott in respect of the vacancy on the Joint Standards Complaints Committee be proposed, seconded and with all members present in favour; **APPROVED** by this Council.

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

Correspondence/reports/publications relating to the availability of free trees for communities along with ENC Council meeting documents 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.

19/006 Northamptonshire County Council (NCC).

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

Correspondence/reports/publications relating to Northamptonshire Highways 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.

19/007 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.

19/008 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 the 2020 local elections were received and noted including a survey of members' intentions regarding re-election. It was acknowledged that at least three current members have confirmed that they do not intend to seek re-election in May 2020.

RESOLVED to consider the options and resources available to this Council regarding promoting candidacy at the May 2020 local elections at the January 2020 meeting.

19/009 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.

19/010 To confirm and list action items from this meeting.

RESOLVED that action items from the meeting be **CONFIRMED** and a list circulated with the minutes of the meeting.

19/011 To confirm the date and time of the next meeting of the Council (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 15 January 2020 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 15 January 2020 at 7:45 pm.

The Chairman closed the meeting at 9:30 pm.

These draft minutes are subject to this Council's approval on Wednesday 15 January 2020.

DRAFT