

GREAT ADDINGTON PARISH COUNCIL

Thursday 13 September 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 19 September 2018 at 7:45 pm for the purpose of transacting the following business.

H. Hoier

Mrs Helen Hoier (Clerk/RFO to the Council)
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AGENDA

18/800 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 disclosable pecuniary/other interests by Councillors and dispensation requests.**
Councillors will refer to the latest guidance regarding declaration of disclosable 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.

18/801 To confirm the minutes of the meeting held on Wednesday 15 August 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.

18/802 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.ON Monthly Market Report (August 2018).
 - (ii) HMRC Business Help and Support (August/September 2018).
 - (iii) Keep Britain Tidy (August 2018).
 - (iv) Rural Services Network (August/September 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.

18/803 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 and receive a quotation from Kensigns Ltd for the supply of 30 mph signs.**
- 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.**

18/804 Community.

- a) **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.

- b) **To receive and note correspondence/reports/publications from Northamptonshire Police and the Office of Northamptonshire Police and Crime Commissioner (PCC).**
 - (i) **E-mail regarding Operation Viper.**
 - (ii) **E-mail regarding monthly meetings with Mr S Mold (Northamptonshire PCC).**
 - (iii) **Northamptonshire PCC Newsletter (September 2018).**
- c) **To note issues of concern/interest raised by residents since 15 August 2018 and to consider the options and resources available to this Council.**
 - (i) **Community Speed Watch 2018.**
 - (ii) **Inconsiderate parking on Cranford Road, Main Street and Woodford Road.**
 - (iii) **Dog fouling on the pavement and footpaths.**
- d) **To note this Council's copy for the October 2018 issue of Saints Alive! and the local press.**

The Council will note copy which has been submitted along with the regular items for inclusion in this issue for which the deadline is Friday 14 September 2018 (prior to the scheduled meeting).

18/805 East Northamptonshire Council (ENC).

**To receive and note ENC correspondence/reports/publications (for information only).
Extraordinary Council meeting documents (29 August 2018).**

18/806 Northamptonshire County Council (NCC).

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

18/807 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 (August/September 2018).**

18/808 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 NACRE's Good Neighbour Scheme event.**
- b) **E-mail regarding NACRE's Hunsbury Hill Farm - Bringing the Rural to the Town event.**
- c) **E-mail regarding NCALC's training provision for 2018/19.**
- d) **E-mail regarding SLCC Northamptonshire Branch's Annual General Meeting 2018.**
- e) **NCALC Friday Mini eUpdate (August/September 2018).**
- f) **SLCC News Bulletin (August/September 2018).**

18/809 Finance.

- a) **To receive and approve the quarterly statement of receipts and payments under each budget heading.**
The Council will receive and scrutinise these documents to enable it to establish actual performance against its budget and consider explanations of any significant variances.
- b) **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.
- c) **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.
- d) **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 to JME Ground Services Ltd for August 2018 All Saints Church mowing (6735) plus additional tree clearance (6736).**
PAY000058 - £414.00 inclusive of 20% VAT (Local Government Act 1972, s 215).
- (ii) **Payment of the Clerk's salary (July-September 2018).**
PAY000059 - £394.45 (Local Government Act 1972, s 112).
- (iii) **Payment to HM Revenue & Customs for PAYE (July-September 2018).**
PAY000060 - £98.80 (Local Government Act 1972, s 112).
- (iv) **Payment to Symantec Ltd for the annual antivirus software subscription.**
PAY000061 - £19.99 inclusive of 20% VAT (Local Government Act 1972, s 111).
- (v) **Payment to Unity Trust Bank plc for service charges (July-September 2018).**
PAY000062 - £18.00 (Local Government Act 1972, s 111).

18/810 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.

18/811 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.

18/812 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 17 October 2018 at 7:45 pm).