

GREAT ADDINGTON PARISH COUNCIL

Thursday 10 January 2019

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 16 January 2019 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

19/853 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.

19/855 To confirm the minutes of the meeting held on Wednesday 19 December 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.

19/856 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) HMRC Business Help and Support (December 2018).
 - (ii) Rural Services Network (December 2018/January 2019).
- 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/ongoing items which are not within the Four Year Plan.

19/857 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 traffic calming schemes.**
- 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 use 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.**

19/858 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.
- b) **To appoint a member as a Community Events Co-ordinator.**
The Council will appoint a member to co-ordinate its events and liaise with other community organisations.
- c) **To receive and note correspondence/reports/publications from Northamptonshire Police and the Office of Northamptonshire Police and Crime Commissioner (PCC).**
- d) **To note issues of concern/interest raised by residents since 19 December 2018 and to consider the options and resources available to this Council.**
- e) **To approve this Council's copy for the February 2019 issue of Saints Alive! and the local press.**
The Council will approve copy to be submitted along with the regular items for inclusion in this issue for which the deadline is Thursday 17 January 2019.

19/859 East Northamptonshire Council (ENC).

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

19/860 Northamptonshire County Council (NCC).

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

19/861 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 (December 2018).

19/862 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) **NCALC Friday Mini eUpdate (December 2018).**
- b) **SLCC News Bulletin (December 2018/January 2019).**
- c) **SLCC The Clerk Magazine (January 2019).**

19/863 Finance.

- a) **To review the effectiveness of this Council's arrangements for the management of risk and systems of internal control for the year ended 31 March 2019.**
The Council will undertake a review of these procedures to ensure that they are adequate and have been maintained in accordance with proper accounting practices.
- b) **To confirm the scope of work regarding the 2019/20 All Saints Church mowing contract and to consider inviting tenders from approved contractors.**
The Council will review the current arrangements regarding this contract (with particular reference to the frequency/timing of cuts required throughout the season) before confirming formally the scope of work and considering inviting tenders from approved contractors.
- c) **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.

- d) **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.
- e) **To confirm the procedure for awarding annual grants to the Addingtons Playing Field Association (APFA) and Great Addington Memorial Hall Committee (GAMHC).**
The Council will confirm the procedure for these awards which are granted annually at the Council's discretion.
- f) **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) **Grant to the Addingtons Playing Field Association (APFA).**
PAY000072 - £1,250.00 (Local Government Miscellaneous Provisions Act 1976, s 19).
- (ii) **Grant to Great Addington Memorial Hall Committee (GAMHC).**
PAY000073 - £250.00 (Local Government Miscellaneous Provisions Act 1976, s 19).
- (iii) **Payment to the Information Commissioner's Office for the data protection fee (2018/19).**
PAY000074 - £35.00 (The Data Protection (Charges and Information) Regulations 2018, r 3).

19/865 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.

19/866 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.

19/867 To confirm the date of the next meeting (scheduled to be held in The Memorial Hall, Woodford Road, Great Addington on Wednesday 20 February 2019 at 7:45 pm).