

GREAT ADDINGTON PARISH COUNCIL

Thursday 12 December 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 18 December 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

19/998 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.

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

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.

19/001 Finance.

- a) **To approve this Council's budget for the year ended 31 March 2021.**
The Council will consider proposed expenditure, anticipated income together with the current level of reserves before approving its budget and confirming the precept for the year ended 31 March 2021.
- b) **To confirm this Council's precept for the year ended 31 March 2021.**
The Council will confirm the sum it is to precept upon ENC for the year ended 31 March 2021 once its budget has been approved.
- c) **To receive and approve the quarterly statement of receipts and payments under each budget heading including comparative information from 2018/19.**
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.
- d) **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.

- e) **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.
- f) **To consider written grant applications and annual grants for the benefit of community, voluntary and charitable organisations.**
The Council will consider any written grant applications submitted by local organisations together with grants/donations which have been budgeted and are granted annually at the Council's discretion.
- g) **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 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.**
 - (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.**
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.**
 - (i) **E.ON Monthly Market Report (November/December 2019).**
 - (ii) **HMRC Business Help and Support (November/December 2019).**
 - (iii) **Keep Britain Tidy (November/December 2019).**
 - (iv) **Public Sector Network (November/December 2019).**
 - (v) **Rural Services Network (November/December 2019).**
- d) **To receive and note the action log from previous meetings.**
The Council will receive and note updates from Councillors and the Clerk (including any reports following attendance at meetings of local organisations) 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).

The Council will note the latest details of this action plan which 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.

- 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 administration of its governance documents including maintaining a list of statutory and recommended documents.**
- c) **To note the latest details and consider proposals by this Council regarding uses of the red telephone box in Main Street.**
- d) **To note the latest details and consider proposals by this Council regarding developing a Neighbourhood Plan.**
- 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.**

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.
- 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.
- c) To receive and note correspondence/reports/publications from Northamptonshire Police and the Office of Northamptonshire Police, Fire and Crime Commissioner (PFCC).
- d) To approve this Council's copy for the January 2020 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 19 December 2019.

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.
- b) To receive and note ENC correspondence/reports/publications (for information only).
 - (i) E-mail regarding the availability of free trees for communities.
 - (ii) Council meeting documents (December 2019).

19/006 Northamptonshire County Council (NCC).

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

- a) Northamptonshire Highways Weekly Schemes Integrated Works Programme (November/December 2019).
- b) Northamptonshire Highways Newsletter (November/December 2019).

19/007 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 2019).

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).

- a) E-mail regarding the 2020 local elections.
- b) NCALC eUpdate (November/December 2019).
- c) NCALC Friday Mini eUpdate (November/December 2019).
- d) SLCC News Bulletin (November/December 2019).

19/009 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.

19/010 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.

19/011 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).