

GREAT ADDINGTON PARISH COUNCIL

Thursday 9 January 2020

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 15 January 2020 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

20/012 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.

20/013 To confirm the minutes of the meeting held on Wednesday 18 December 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.

20/014 Finance.

- a) **To review the effectiveness of this Council's arrangements for the management of risk, internal control and governance processes for the year ended 31 March 2020.**
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 2020/21 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 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 All Saints Church, Great Addington Parochial Church Council for the 2019/20 Saints Alive! subscription (0154).**
 PAY000117 - £100.00 (Local Government Act 1972, s 142).
 - (ii) **Payment to the Information Commissioner's Office for the data protection fee (2019/20).**
 PAY000118 - £35.00 (The Data Protection (Charges and Information) Regulations 2018, r 3).
 - (iii) **Grant to Great Addington Memorial Hall Committee (GAMHC).**
 PAY000119 - £750.00 (Local Government Miscellaneous Provisions Act 1976, s 19).

20/015 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 (December 2019/January 2020).**
 - (ii) **HMRC Business Help and Support (December 2019/January 2020).**
 - (iii) **Keep Britain Tidy (December 2019/January 2020).**
 - (iv) **Public Sector Network (December 2019/January 2020).**
 - (v) **Rural Services Network (December 2019/January 2020).**
- 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.

20/016 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.**

20/017 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 18 December 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 note details of the Kettering Borough Council Site Specific Part 2 Local Plan – Publication Plan.**
- e) **To approve this Council's copy for the February 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 16 January 2020.

20/018 East Northamptonshire Council (ENC).

- a) **To note this Council's response to 19/01917/TPO for felling and treating T3 sycamore tree at The Rectory, Woodford Road, Great Addington.**
The Council will note its response to this tree preservation order application for which the deadline is Friday 10 January 2020 (prior to the meeting). Background information has been circulated previously and is available using the link below:
<https://publicaccess.east-northamptonshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q23AR6GOKAC00>
- b) **To receive and note ENC correspondence/reports/publications (for information only).**
(i) **E-mail regarding East Northamptonshire Council's Residents' Survey for 2019.**
(ii) **E-mail regarding funding opportunities for communities.**

20/019 Northamptonshire County Council (NCC).

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

- a) **Northamptonshire Highways Weekly Schemes Integrated Works Programme (December 2019/January 2020).**
- b) **Northamptonshire Highways Newsletter (December 2019/January 2020).**

20/020 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/January 2020).

20/021 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).

- a) **To consider the options and resources available to this Council regarding promoting candidacy at the May 2020 local elections.**
- b) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**
(i) **NCALC Friday Mini eUpdate (December 2019/January 2020).**
(ii) **SLCC News Bulletin (December 2019/January 2020).**

20/022 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.

20/023 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.

20/024 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 19 February 2020 at 7:45 pm).