

GREAT ADDINGTON PARISH COUNCIL

Friday 7 February 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 Thursday 13 February 2020 at 7:45 pm for the purpose of transacting the following business.

H. Hoier

Mrs Helen Hoier (Clerk/RFO to the Council)
10 Rushwell Close
Great Addington
KETTERING
NN14 4BP

01536 330858

clerk@greataddingtonpc.co.uk
www.greataddingtonpc.co.uk

AGENDA

20/025 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.

20/026 To confirm the minutes of the meeting held on Wednesday 15 January 2020.

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.

20/027 Finance.

- a) **To approve an extension to the terms and conditions of the 2019/20 All Saints Church mowing contract for at least 12 months from 1 April 2020 subject to any price increase of up to 3%.**
The Council will approve an extension of this contract with JME Ground Services Ltd on the grounds of economy, efficiency and effectiveness.
- 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.
- 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 the Public Works Loan Board for the bi-annual loan repayment.**
PAY000120 - £479.54 (National Loans Act 1968, s 3).
- (ii) **Payment to Balfour Beatty Living Places Ltd for street lamp repairs (83911).**
PAY000121 - £255.80 inclusive of 20% VAT (Parish Councils Act 1957, s 3).

20/028 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.**
19/01659/FUL planning application for a new double garage incorporating the existing garage at 3 Chapel Close, Great Addington.
Notification has been received that permission for this full planning application has been granted subject to conditions (minutes 19/923 and 19/984 refer).
- 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 (January/February 2020).**
 - (iii) **Keep Britain Tidy (January/February 2020).**
 - (iv) **Public Sector Network (January/February 2020).**
 - (v) **Rural Services Network (January/February 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.

20/029 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.**

20/030 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 including approval of a spending limit.**
- 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 15 January 2020 and to consider the options and resources available to this Council.**
- c) **To note details of the Great British Spring Clean and to confirm arrangements for Operation Spring Clean 2020 on Saturday 18 April 2020.**
The Council will note details of this campaign co-ordinated by Keep Britain Tidy to be held from Friday 20 March to Monday 13 April 2020 and will confirm the date, time and all other necessary arrangements regarding the Great Addington spring litter pick.
- d) **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 March 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 13 February 2020.

- 20/031 East Northamptonshire Council (ENC).**
To receive and note ENC correspondence/reports/publications (for information only).
- 20/032 Northamptonshire County Council (NCC).**
To receive and note NCC correspondence/reports/publications (for information only).
a) Northamptonshire Highways Weekly Schemes Integrated Works Programme (January/February 2020).
b) Northamptonshire Highways Newsletter (January/February 2020).
- 20/033 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 (January/February 2020).
- 20/034 Northamptonshire Action with Communities in Rural England (NACRE)/Northamptonshire County Association of Local Councils (NCALC)/Society of Local Council Clerks (SLCC).**
a) To further 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 (January/February 2020).
(ii) NCALC eUpdate (January/February 2020).
(iii) SLCC News Bulletin (January/February 2020).
- 20/035 To confirm details of the new Clerk's recruitment process including appointing members to an Interview and Selection Panel.**
- 20/036 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.
- 20/037 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.
- 20/038 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 18 March 2020 at 7:45 pm).**