

GREAT ADDINGTON PARISH COUNCIL

Thursday 12 March 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 18 March 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

20/038 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.

20/039 To confirm the minutes of the meeting held on Thursday 13 February 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.

20/040 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.**
19/01917/TPO for felling and treating T3 sycamore tree at The Rectory, Woodford Road, Great Addington.
Notification has been received that permission for this tree preservation order application has been granted subject to conditions (minute 20/018 refers).
- c) **To receive and note correspondence/reports/publications from other organisations.**
 - (i) E.ON Monthly Market Report (February/March 2020).
 - (ii) HMRC Business Help and Support (February/March 2020).
 - (iii) Keep Britain Tidy (February/March 2020).
 - (iv) Public Sector Network (February/March 2020).
 - (v) Rural Services Network (February/March 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.

20/041 To consider the options and resources available regarding this Council's e-mail protocol.

20/042 Finance.

- a) **To consider tenders submitted by approved contractors regarding the 2020/21 All Saints Church mowing contract.**
- 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 E.ON for street lighting energy (H17AA21AA0).**
PAY000122 - £101.94 inclusive of 5% VAT (Parish Councils Act 1957, s 3).
 - (ii) **Payment of the Clerk's salary (January-March 2020).**
PAY000123 - £402.95 (Local Government Act 1972, s 112).
 - (iii) **Payment to HM Revenue & Customs for PAYE (January-March 2020).**
PAY000124 - £100.80 (Local Government Act 1972, s 112).
 - (iv) **Payment of the Clerk's administrative expenses (April 2019-March 2020).**
PAY000125 - £72.73 (Local Government Act 1972, s 111).
 - (v) **Payment to Great Addington CofE Primary School for photocopying.**
PAY000126 - £16.05 (Local Government Act 1972, s 111).
 - (vi) **Payment to the Society of Local Council Clerks for the Clerk's SLCC and ALCC annual membership subscription (April 2020-March 2021).**
PAY000127 - £78.00 (Local Government Act 1972, s 143).
 - (vii) **Payment to Northamptonshire ACRE for the annual supporter subscription (2020/21).**
PAY000128 - £35.00 (Local Government Act 1972, s 143).
 - (viii) **Payment to Unity Trust Bank plc for service charges (January-March 2020).**
PAY000129 - £18.00 (Local Government Act 1972, s 111).

20/043 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 including considering approval of a budget and spending authority for the Neighbourhood Planning Sub Committee.**

20/044 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 13 February 2020 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 April 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 March 2020.

20/045 East Northamptonshire Council (ENC).

- a) **To consider this Council's response to 20/00199/FUL planning application for the renovation of derelict barns, demolition of unsafe structures and the implementation of a new build dwelling (as per the supporting information, there are 3 barns, named A, B and C, with B forming the new build element). Approval for associated car parking in the form of a car port with annex above, hardstanding and sewage treatment accordingly at Rectory Farm Buildings, Cranford Road, Great Addington.**
The Council will consider its response to this consultation document for which the deadline is Monday 23 March 2020. Background information is available using the link below:
<https://publicaccess.east-northamptonshire.gov.uk/online-applications/applicationDetails.do?keyVal=Q5JON7GOL3R00&activeTab=summary>
- b) **To consider this Council's response to the Rushden East Sustainable Urban Extension Masterplan Framework.**
The Council will consider its response to this consultation document for which the deadline is Monday 23 March 2020. Background information is available using the link below:
https://www.east-northamptonshire.gov.uk/downloads/file/11671/draft_masterplan_framework_document_-_january_2020
- c) **To note details of the Monitoring Officer Town and Parish Councils Briefing.**
- d) **To receive and note ENC correspondence/reports/publications (for information only).**
- (i) **E-mail regarding Future Northants.**
 - (ii) **Joint Standards Complaints Committee meeting documents (13/02/2020).**
 - (iii) **Council meeting documents (02/03/2020).**

20/046 Northamptonshire County Council (NCC).

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

- a) **Northamptonshire Highways Weekly Schemes Integrated Works Programme (February/March 2020).**
- b) **Northamptonshire Highways Newsletter (February/March 2020).**

20/047 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 (February/March 2020).

20/048 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 the postponement of the May 2020 local elections.**
- b) **To receive and note NACRE/NCALC/SLCC correspondence/reports/publications (for information only).**
- (i) **E-mail regarding Calor Community Fund.**
 - (ii) **NCALC Friday Mini eUpdate (February/March 2020).**
 - (iii) **NCALC eUpdate (February/March 2020).**
 - (iv) **SLCC News Bulletin (February/March 2020).**

20/049 To note the latest details of the new Clerk's recruitment process.

20/050 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.

20/051 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.

20/052 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 April 2020 at 7:45 pm).