

Present: Cllr M Scott (Chair), Cllr D Cole, Cllr D Hall, Cllr H Hoier, Cllr J Page, Cllr W Pidd.

Apologies: Cllr C Johnson.

In attendance: Mrs E Scott (Clerk/RFO),

24/675 Formalities

- a) To receive and accept apologies for absence.
Cllr Johnson sent apologies and the reason for absence was accepted.
- b) Declaration of interest by any Councillor who has a Disclosable Pecuniary Interest or other interest in any of the following agenda items.
None declared.
- c) To receive information requests in accordance with the Freedom of Information Act 2000
None received.
- d) To receive comments from members of the public in attendance in accordance with our Standing Orders.
No members of the public were in attendance.
- e) To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.
N/A as there were no members of the public at the meeting.

24/676 To approve the Minutes of the Meeting held on 10 January 2024

RESOLVED to approve the Minutes of the Meeting held on 10 January 2024 as a correct record of the meeting. Proposed, seconded and agreed by all members present.

24/677 Review action log and note any actions arising, including from the internal control check.

Action 22/446 – Shares to be sold. The Clerk communicated that it would cost more to sell the shares than would be realised by the sale, and that surrendering the shares was not an option. It was **RESOLVED** that a mandate form would be completed to enable the dividends from the shares to be paid directly into Unity Trust Bank.

Action 23/652 – To speak to householders about overgrown hedges. It was reiterated that Cllrs Johnson and Hoier would speak to the householders again at the end of February if the hedges are still causing an issue, especially where a street lamp is obscured.

24/678 Minor Items:

- a) To receive report from NNC representative. There was no representative in attendance.
Action: The Clerk to contact Cllr Maxwell as there has been no communication for a number of weeks.
- b) To receive and note applications and decisions notified by NNC Planning.
No new applications were received/notified.
- c) To receive and note correspondence/reports/publications from other organisations and members of the public.
 - NACRE – Friendship visits and warm packs. It was decided that these offers were unlikely to be taken up by residents of Great Addington, and therefore no action needed.
 - Goods Vehicle Licence application for use on Wold Farm – A resident had suggested the GAPC might object to this, but Cllr Scott contacted the resident to say the location was in Burton Latimer, not Great Addington.
 - NNC's Assets of Community Value - the Decision Notice relating to the Addington's Playing Field was re-issued as previously it had been incorrectly named.

- Woodland Trust – notification that 30 trees (whips) would arrive between 26 February and 6 March. **Action:** The Clerk to arrange a working party to plant during week beginning 11 March.
- Police Traffic Survey Report – a resident had received this report directly from the Safer Roads Team. The report indicated that the number of vehicles exceeding the speed limit met the criteria for a mobile speed camera to be used in Great Addington.
Action: The Clerk to contact the team about this.

24/679 Finance

- The **monthly financial statements/ bank reconciliation** for January 2024 were received.
RESOLVED to agree that this Council's net balance of £17,029.54 as at 31/01/2024 reconciles to its receipts and payments. (This balance includes Neighbourhood Planning grant of £7050.00.)
Proposed, seconded and agreed by all members present, and signed by the Internal Controllers.
- To receive an update on the **new Parish Council website**. The Clerk reported that the accessibility of the new site, including for use of screen readers, had been checked with the provider and all legislation has been met. It was **RESOLVED** to begin the new host contract with Parish Council Websites on 01/04/2024.
The recommendation by NCalc that all Parish Councils change to a **dot.gov domain name** was noted and discussed. It was **RESOLVED** that GAPC would change to a dot.gov domain name at the same time as migrating to the new web host, ie 01/04/24, and that we would use the Domains Helper Service offered by Parish Council Websites.
- The **Reserves Policy 2024** was reviewed. It was **RESOLVED** to adopt the policy for 2024/5.
Proposed, seconded and agreed by all members present.
- The **Grants and Donations Policy 2024** was reviewed. It was **RESOLVED** to adopt the policy for 2024/5. Proposed, seconded and agreed by all members present.
- Payments made under delegated authority were noted.**
Other payments, in accordance with relevant legislation and once confirmation had been received that the proposed transactions have been budgeted accurately, were **approved**.

| Payment ref | Payee | Description | Amount (inc. VAT) £ | VAT £ | Power |
|----------------|------------------------|----------------------------------|---------------------|-------|---------------|
| PAY23-24/73 | PWLB | Loan repayment (street lights) | £453.50 | £0.00 | LGA 2003 S1 |
| PAY23-24/74 | ELAINE SCOTT | Payroll - February | £249.61 | £0.00 | LGA 1972 S112 |
| PAY23-24/75 | HMRC | Income Tax | £58.20 | £0.00 | LGA 1972 S112 |
| PAY23-24/76 NP | TESCO (Lloyds Bank DD) | Refreshments for NP consultation | £23.94 | £0.00 | LGA 1972 S137 |
| PAY23-24/77 NP | THE COOPERATIVE FOOD | Refreshments for NP consultation | £6.85 | £0.00 | LGA 1972 S137 |
| PAY23-24/78 | LLOYDS BANK Ltd | January charge | £3.00 | £0.00 | LGA 1972 S111 |

RESOLVED to note/authorise the payments above. Proposed, seconded and agreed by all members present.

24/680 Neighbourhood planning.

To note any update from the Neighbourhood Planning Steering Group (NPSG).

An update on the NPSG was given by Cllr Hoier. The Clerk reported that the Pre-Submission Draft of the plan recommended by the Steering Group would be sent to the Councillors in readiness for a vote at the 13 March meeting on whether or not to accept the report and submit it for consultation.

24/681 Risk Assessment –the Risk Assessment document for 2024 was reviewed, but it was noted that the GDPR risk needed to be added and therefore the adoption was deferred.

Action: Clerk to amend the document for review and adoption on 13 March 2024.

24/682 NNC Greenway Strategy.

This item was deferred pending an update from Lucy Hawes of NNC.

Action: Cllr Scott to contact Lucy Hawes.

24/683 Village enhancement - to note any about the items below:

- a) To review the speed indicator device data – there is some problem with the data downloads.
Action: Cllr Scott to investigate the problem.
- b) Community Speed Watch – the equipment will be delivered on 30th March and returned on 27th April.
Action: The Clerk will contact Ron Johnson, the CSW Coordinator, with the contact details of the new volunteers.
- c) To consider requesting a 20-mph zone within the village.
Action: The Clerk will write to NNC about criteria for implementing a 20-mph zone, and to gain information about using a speed restriction at school drop-off and pick-up times.

24/684 Community

- a) Kettering Energy Park – First Renewables wish to attend a GAPC meeting to provide an update.
Action: The Clerk to invite them to attend but only if they send documentation beforehand.
- b) Community Transport trial – Cllr Page reported that a trial journey was successful and a journey in March for the public has been scheduled.
- c) The Addingtons' Community Liaison Group – A litter pick has been arranged for 23 March.
- d) Saints Alive. To agree GAPC's copy for the March 2024 issues of Saints Alive! To include: Date for tree planting and Queen's Green Canopy maintenance, date for litter pick, vacancy for a Clerk, Community Speed Watch dates.

24/685 Councillor and Clerk training and conferencing

- a) To note and consider training/conferencing options for Councillors and Clerk, and budgetary requirements. There are two places available on a LAP briefing, plus some Asset Map training. Cllr Hoier agreed to attend the LAP briefing.
- b) To receive meeting/training reports from Councillors.
Cllr Hall and Cllr Page attended the Off to a Flying Start course. The feedback was very positive, and the Clerk will send thanks to the NCalc trainer.
Cllr Hoier attended the Kier drop-in meeting and clarified reporting requirements.

24/686 Additional business to be included on the agenda of the next meeting

First Renewables presentation about Kettering Energy Park; Neighbourhood Plan Pre-Submission Draft and residents' consultation; risk assessment 2024; 20 MPH zone; EMRs (earmarked reserves); mowing contract.

24/687 To confirm the date and time of the next meeting of the Council

The next meeting of the Council is scheduled for Wednesday 13 March 2024 at 7.45 pm in the Memorial Hall.

The meeting was closed at 21.50 hours.

Signed Chairman, Wednesday 13 March 2024