

Great Addington Parish Council

Date: 04 April 2024

Dear Councillor

You are hereby requested to attend, and members of the public and press are invited to attend, the next Meeting of Great Addington Parish Council to be held in the Memorial Hall on **10 April 2024 at 7.45pm** to transact the following business.

Elaine Scott

(Clerk/RFO to the Council)

Tel: 07989 493289

clerk@greataddingtonpc.co.uk

www.greataddingtonpc.co.uk

AGENDA

24/701 Formalities

- a) To receive and accept apologies for absence. (Reasons to be advised.)
- b) Declaration of interest by any Councillor who has a Disclosable Pecuniary Interest or other interest in any of the following agenda items.
- c) To receive information requests in accordance with the Freedom of Information Act 2000
- d) To receive comments from members of the public in attendance in accordance with our Standing Orders.
- e) To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.

24/702 To approve the Minutes of the Meeting held on 13 March 2024

24/703 Review action log (including actions arising from the internal control check).

24/704 Minor Items:

- a) To receive report from NNC representative
- b) To receive and note applications and decisions notified by NNC Planning.
- c) To receive and note correspondence/reports/publications from other organisations and members of the public.
 - i) Parking hazards on Cranford Road next to Kurt Hobbs Coachworks
 - ii) Update on Quarryfields, Cranford Road
 - iii) Email from PCC re GAPC responsibility for war memorial clock on All Saints Church
 - iv) Email from Ana Savage Gunn (PFCC candidate) re residents' needs

24/705 Finance

- a) To receive and approve the **monthly financial statements and bank reconciliation** for March 2024. The net balance as at 31/03/2024 was £9576.77.
- b) **End of year (Q4) final review of 2023-24 budget.**
- c) Review of **general and ear-market reserves, and the reserves policy.**
- d) **AGAR AND AIAR for 2023-2024**
 - i) To receive the Council's financial statements, bank reconciliation and asset register for year ended March 2024.
 - ii) To receive and note the annual internal audit report (AIAR)
 - iii) To approve Section 1 of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2024.
 - iv) To approve Section 2 of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2024.
 - v) To sign Sections 1 and 2
 - vi) To note the commencement date for the exercise of public rights

- e) To **note payments made under delegated authority**, and to **approve other payments** in accordance with relevant legislation and once confirmation has been received that the proposed transactions have been budgeted accurately.

Payment ref	Payee	Description	Amount (inc. VAT) £	VAT £	Power
PAY24-25/01	NACRE	Membership for 2024-5	£42.00	£7.00	LGA 1972 S143
PAY24-25/02	PARISH COUNCIL WEBSITES	Website build plus 12 months hosting of new domain	£830.46	£138.41	LGA 1972 S142
PAY24-25/03	ELAINE SCOTT	Payroll - April	£246.41	£0.00	LGA 1972 S112
PAY24-25/04	HMRC	Income Tax	£61.40	£0.00	LGA 1972 S112
PAY24-25/05	LLOYDS BANK Ltd	Credit card charges (March)	£3.00	£0.00	LGA 1972 S111
PAY24-25/06	LLOYDS BANK Ltd – Amazon, Toner Kingdom	Toner for printer	£118.58	£0.00	LGA 1972 S142
PAY24-25/07	LLOYDS BANK Ltd Amazon, Stapleoffice Ltd	Printer paper	£26.90	£4.48	LGA 1972 S142

24/706 Neighbourhood planning. To note any update.

24/707 NNC Greenway Strategy. To note any update.

24/708 Village enhancement - to note any update about the items below:

- a) Community Speed Watch

24/709 Community

- a) Kettering Energy Park – to note any update and receive a presentation from First Renewables.
- b) Community Transport trial – to note any update from Cllr Page.
- c) The Addingtons' Community Liaison Group – to note any updates
- d) Wellbeing Fair – to note any update and finalise plans.
- e) Saints Alive. To agree GAPC's copy for the May 2024 issues of Saints Alive!

24/710 Councillor and Clerk training and conferencing

- a) To note and consider training/conferencing options for Councillors and Clerk
- b) To receive meeting/training reports from Councillors

24/711 New Clerk employment – to receive and approve a recommendation from the interview panel.

24/712 Additional business to be included on the agenda of the next meeting

Insurance renewal.

24/713 To confirm the date and time of the next meeting of the Council –

The Annual Meeting of the Parish Council is scheduled for Wednesday 8 May 2024 at 7.45 pm in the Memorial Hall.

The date and time of the Annual Parish Meeting is to be confirmed.