

Great Addington Parish Council

Date: 29 April 2024

Dear Councillor

You are hereby requested to attend, and members of the public and press are invited to attend, the Annual Meeting of Great Addington Parish Council to be held in the Memorial Hall on **8 May 2024 at 7.45pm** to transact the following business.

Elaine Scott

(Clerk/RFO to the Council)

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AGENDA

24/714 Election of Officers

- a) To elect the Chairman for 2024/25
The Council will elect the Chairman for 2024/25 which will be followed by the signing of the
Chairman's Declaration of Acceptance in the presence of the Clerk.
- b) To elect the Vice Chairman for 2024/25

24/715 To receive and accept apologies for absence. (Reasons to be advised.)

24/716 Declaration of interest by any Councillor who has a Disclosable Pecuniary Interest or other interest in any of the following agenda items.

24/717 To receive information requests in accordance with the Freedom of Information Act 2000

24/718 To receive comments from members of the public in attendance in accordance with our Standing orders.

24/719 To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.

24/720 Financial Appointments

- a) To appoint the Internal Controllers for 2024/25
- b) To appoint the Internal Auditor for 2024/25

24/721 Governance

- a) To approve any amendments to this councils' statutory governing documents
- b) To adopt / re-adopt this council's statutory governing documents
- c) To approve any proposed amendments to this councils' delegation arrangements.
 - i) To give delegated authority to the Clerk to review all policies and procedures.
 - ii) To give delegated authority to named councillors to approve policies

- d) To appoint representatives of this council to external bodies
 - (i) Police Liaison rep
 - (ii) Memorial Committee rep
 - (iii) APFA rep
 - (iv) Community Liaison Group reps
- e) To confirm dates and times of ordinary council meetings 2024/25

24/722 To approve the Minutes of the Meeting held on 10 April 2024

24/723 Review action log (including actions arising from the internal control check).

24/724 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.

24/725 Finance

- a) To receive and approve the **monthly financial statements and bank reconciliation**
- b) To note that a **VAT claim** for £1,369.20 for 01/02/24 – 31/03/24 has been submitted.
- c) To note options and approve **insurance cover** in respect of all insured risks for 1st June 2024 to 1st June 2025. To **pre-approve payment of the insurance premium** for the approved policy.
 - The Clear Councils (formerly BHIB) premium quoted is £363.53, an increase of 27% from £286.23 last year. This includes £24,000 cover for war memorials.
 - The Zurich premium quoted is £300.00 without cover for war memorials, or £363.00 with £24,000 cover for war memorials.
 - The Ansvar premium quoted is £544.21, excluding cover for war memorials.

d) To note receipts as detailed below:

Receipt ref	Payer	Description	Amount £
REC24-25/01	North Northants Council	Precept	13,619.00

- e) To **approve a list of payments (to be provided at the meeting)**, in accordance with relevant legislation and once confirmation has been received that the proposed transactions have been budgeted accurately.
- f) Review of **general and ear-market reserves, and the reserves policy**.

24/726 Neighbourhood planning. To note any update.

24/727 NNC Greenway Strategy. To note any update.

24/728 Village enhancement - to note any update about the items below:
Community Speed Watch

24/729 Community

- a) Kettering Energy Park – to note any update
- 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 June 2024 issues of Saints Alive!

24/730 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

24/731 Additional business to be included on the agenda of the next meeting

24/732 To confirm the date and time of the next meeting of the Council

The next meeting of the Council is scheduled for Wednesday 12 June 2024 at 7.45 pm in the Memorial Hall.