

## LITTLE ADDINGTON PARISH COUNCIL

### Minutes of the Meeting held on Monday 19th February 2018 held at Saint Mary The Virgin Church, High Street, Little Addington at 7.30pm

**Present:** Councillors K Smith (Chair), P Dollimore, M Parsons, K Richardson, D McAlister

**In attendance:** Mrs N Phillips (Clerk), 1 x member of public

<b>18/24</b>	<p><b>To receive and approve apologies for absence</b></p> <p>Councillor B Goodey</p> <p><b>Resolved:</b> To accept and approve.</p>																								
<b>18/25</b>	<p><b>Public open time</b></p> <p>Member of public asked LAPC to give consideration to finding out if there was sufficient demand in the village to have mains gas installed. Cllrs to discuss further at <b>Agenda Item 18.42</b>. Member of public then left the meeting.</p>																								
<b>18/26</b>	<p><b>To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</b></p> <p>None received</p>																								
<b>18/27</b>	<p><b>To receive and approve for signature the minutes of the meeting held on Monday 15<sup>th</sup> January 2018</b></p> <p><b>Resolved:</b> That the Chair sign the Minutes as a true record of the meeting.</p>																								
<b>18/28</b>	<p><b>To note any matters arising from the minutes not included on this agenda for report only</b></p> <p>None received</p>																								
<b>18/29</b>	<p><b>To receive and approve the Bank Statements and Bank Reconciliation</b></p> <p>Cllr K Smith examined and signed the Balance of Accounts/Bank Reconciliation.</p> <p><b>Resolved:</b> Balance of Accounts/Bank Reconciliation approved</p> <p>Cllr Smith examined and signed the Bank Statements – the balance being £1715.96 at February 11<sup>th</sup> 2018</p> <p><b>Resolved:</b> To approve the Bank Statements</p>																								
<b>18/30</b>	<p><b>To approve and authorise payment of the following invoices</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Cheque</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Item</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>100899</td> <td>NCALC</td> <td>Emergency Planning Training</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>100900</td> <td>Clerk</td> <td>January Expenses</td> <td style="text-align: right;">£64.61</td> </tr> <tr> <td>100901</td> <td>Barnwell PC</td> <td>1/3 towards GDPR training</td> <td style="text-align: right;">£16.33</td> </tr> <tr> <td>SO</td> <td>Clerk</td> <td>February Salary</td> <td style="text-align: right;">£362.44</td> </tr> <tr> <td>100902</td> <td>K Smith</td> <td>Reimbursement of Defib training expenses</td> <td style="text-align: right;">£10.00</td> </tr> </tbody> </table> <p><b>Resolved:</b> all payments authorised.</p>	Cheque	Payee	Item	Amount	100899	NCALC	Emergency Planning Training	£36.00	100900	Clerk	January Expenses	£64.61	100901	Barnwell PC	1/3 towards GDPR training	£16.33	SO	Clerk	February Salary	£362.44	100902	K Smith	Reimbursement of Defib training expenses	£10.00
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<b>18/31</b>	<p><b>To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by East Northamptonshire Council and available on its website between the circulation of this agenda and the meeting.</b></p> <p>None received</p>																								

18/32	<p><b>To note Council’s response to planning application: 18/00166/TPO - T1 sycamore, remove to ground level replacing with more suitable species. Manor Farm House Church Walk Little Addington, considered between meetings.</b></p> <p>No objections</p>
18/33	<p><b>To note planning decisions made by ENC</b></p> <p>17/02323/TCA – tree works at Manor Farm Barn – withdrawn</p> <p>17/02551/FUL – proposed orangery to side/rear – permitted</p>
18/34	<p><b>To receive a report on Highways/Rights of Way and to resolve what action if any to be taken.</b></p> <p>Cllr Dollimore had raised the issue of village gates being installed as a speed deterrent with NCC.</p> <p>Concerns were raised about a recent accident on the ‘main’ road attributed by witnesses to speeding. Cllr Dollimore will make enquiries about purchasing a visual speed warning sign to be shared with neighbouring village.</p> <p><b>Resolved:</b> That Cllr Dollimore continue to work on the above items.</p>
18/35	<p><b>To receive an update on the replacement street lighting</b></p> <p>The Clerk raised her concerns that the information previously circulated via Saints Alive, and the newsletter may not be considered a sufficient consultation by the PWLB when the loan is applied for.</p> <p>The Clerk has also received a ‘rough’ quote from an additional installation company which would require Eon to disconnect/reconnect the power supply at an additional cost. Cllr Parsons asked to check whether the quote he had received included this cost.</p> <p><b>Resolved:</b> Cllr Parsons to check quote, Clerk to put together newsletter inviting comments from residents.</p>
18/36	<p><b>To receive feedback on the level of interest shown for the setting up of a Good Neighbour Scheme and also Neighbourhood Watch, and to resolve what action if any to be taken</b></p> <p>No response received re Good Neighbour Scheme but enough interest in Neighbourhood Watch to warrant developing it.</p> <p><b>Resolved:</b> Clerk to make contact with Area Neighbourhood Watch Coordinator</p>
18/37	<p><b>To discuss the development of a Village Emergency Plan and to resolve what action if any to be taken</b></p> <p>Clerk reported that any development of a plan needed to come from the community and would need updating on a regular basis. There had been no response to the recent newsletter item on forming a plan.</p> <p><b>Resolved:</b> Not to develop an Emergency Plan at the moment. To print and distribute a copy of NCC Household Emergency Plan booklet to each house in the village.</p>
18/38	<p><b>To receive an update on plans for village commemoration of the end of WW1, and to resolve what action if any to be taken.</b></p> <p>Cllr Dollimore reported that information would be arriving from the Pageant Master in the next few weeks and he would then call a meeting to start planning.</p> <p><b>Resolved:</b> Cllr Dollimore to continue working on the plans.</p>

18/39	<p><b>To give consideration to a resident's concerns regarding a recent planning application and to resolve what action if any to be taken</b></p> <p>The Clerk reported she had sought advice on what help/support LAPC could give in this matter and been advised that the Council had done all that it could.</p> <p><b>Resolved:</b> Cllrs continue to support all the planning objections raised by resident but no further action to be taken.</p>
18/40	<p><b>To give consideration to applying to the District Councillor's Members Empowerment Fund for a contribution to items needed/wanted within the village</b></p> <p>After discussion it was thought appropriate to apply for funding to enable printing and distribution of a copy of the Household Emergency Plan to all houses in the village.</p> <p><b>Resolved:</b> Clerk to obtain quotes for printing before completing grant application form</p>
18/41	<p><b>To receive an update on the current situation concerning dangerous willow trees, along with a report on other trees causing concern.</b></p> <p>The Clerk reported she had spoken with the land agent and been assured that the work will be carried out shortly. Three quotes have been obtained for work on the trees on The Green, after discussion it was decided to use Cranford Cedar as their work is known to some Cllrs. LAPC have been informed of a mulberry bush in the village that is several hundred years old and which is not covered by a Tree Preservation Order.</p> <p><b>Resolved:</b> Cllr Parsons to oversee the work on the trees. Clerk to contact ENC re TPO on Mulberry Bush.</p>
18/42	<p><b>To consider a request from a resident to have mains gas installed in the village and to resolve what action if any to be taken</b></p> <p>After discussion it was decided to canvas residents via a newsletter to gauge if there is sufficient interest in taking this matter forward.</p> <p><b>Resolved:</b> Clerk to produce newsletter for distribution around village</p>
18/43	<p><b>To note response from Stagecoach to a resident's request for an extension to the current bus route through to Little Addington</b></p> <p>Stagecoach had replied to the Clerk's letter saying due to present financial climate and bus route timings it was not possible to extend the bus route. Cllr Goodey thanked for finding out information on Wednesday bus service to Rushden Lakes.</p> <p><b>Resolved:</b> No further action required</p>
18/44	<p><b>To receive a report from the Clerk on the General Data Protection Regulations and what it means to LAPC</b></p> <p>Clerk reported the training was useful and much of what was required is already in place and because of the size and nature of personal information held by LAPC there is little cause for concern. Cllrs need to set up and use dedicated LAPC email address as council business needs to be segregated from personal mail.</p> <p><b>Resolved:</b> All to be aware of sensitive nature of personal information when carrying out duties. Those Cllrs not already using a dedicated LAPC email address to set one up.</p>
18/45	<p><b>To note the additional hours worked by the Clerk and to resolve what action if any to be taken.</b></p> <p>Due to finding her way around the job and attending several training sessions the Clerk has accumulated many additional hours worked but this should now settle down over the months ahead.</p> <p><b>Resolved:</b> Clerk to be paid for additional hours worked in this financial year.</p>

18/46	<b>Correspondence:</b> A letter from Cllr B Goodey tendering his resignation from the Council <b>Resolved:</b> Clerk to write expressing Cllrs' thanks for all the work carried out by Cllr Goodey during his many years as a Cllr.
18/47	<b>To confirm the date of the next Council meeting as 19<sup>th</sup> March 2018</b> <b>Resolved:</b> date confirmed
18/48	<b>To close the meeting</b> The meeting closed at 8.55pm.

**Signed:**

**Dated:**