

LITTLE ADDINGTON PARISH COUNCIL

Minutes of the Meeting held on Monday 17th September 2018 held at Saint Mary The Virgin Church, High Street, Little Addington at 7.30pm

Present: Councillors K Richardson (Chair), D McAlister, P Dollimore, M Parsons, B Bruce, N Castello

In attendance: Mrs N Phillips (Clerk),

18/167	To receive and approve apologies for absence No apologies																																			
18/168	Public open time No members of the public present																																			
18/169	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. No interests declared																																			
18/170	To receive and approve for signature the minutes of the meeting held on Monday 16th July 2018 Resolved: That the Chair sign the Minutes as a true record of the meeting.																																			
18/171	To note any matters arising from the minutes not included on this agenda for report only Cllr A White has tendered her resignation with effect from July 17 th 2018.																																			
18/172	To receive and approve the Bank Statements and Bank Reconciliation Cllr K Richardson examined and signed the Balance of Accounts/Bank Reconciliation. Resolved: Balance of Accounts/Bank Reconciliation approved Cllr K Richardson examined and signed the Bank Statements – the balance being £8768.38 in the current account at September 11 th 2018. In addition there is £4518.27 in the Money Manager (reserves) account. At present the £4530.91 in the Reading Room fund is unavailable to LAPC due to a problem with the banking arrangements. Resolved: To approve the Bank Statements																																			
18/173	To approve and authorise payment of the following invoices <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Cheque</th> <th style="width: 15%;">Payee</th> <th style="width: 30%;">Item</th> <th style="width: 15%;">Amount</th> <th style="width: 30%;">Power to make Payment</th> </tr> </thead> <tbody> <tr> <td>100922</td> <td>Shelton Electrical</td> <td>30% deposit for LED lights</td> <td style="text-align: right;">£3348.00</td> <td>PCA 1957 S3</td> </tr> <tr> <td>100923</td> <td>Clerk</td> <td>July/August Expenses</td> <td style="text-align: right;">£129.29</td> <td>LGA 1972 S111, S143</td> </tr> <tr> <td>100924</td> <td>NCALC</td> <td>Chair Training</td> <td style="text-align: right;">£42.00</td> <td>LGA 1972 S111</td> </tr> <tr> <td>100925</td> <td>NCALC</td> <td>Cllr Training</td> <td style="text-align: right;">£42.00</td> <td>LGA 1972 S111</td> </tr> <tr> <td>SO6</td> <td>N A Phillips</td> <td>September Salary</td> <td style="text-align: right;">£369.70</td> <td>LGA 1972 S112</td> </tr> <tr> <td>SO7</td> <td>N A Phillips</td> <td>October Salary</td> <td style="text-align: right;">£369.70</td> <td>LGA 1972 S112</td> </tr> </tbody> </table> <p>Resolved: all payments authorised, Cllr Richardson signed off the invoices.</p>	Cheque	Payee	Item	Amount	Power to make Payment	100922	Shelton Electrical	30% deposit for LED lights	£3348.00	PCA 1957 S3	100923	Clerk	July/August Expenses	£129.29	LGA 1972 S111, S143	100924	NCALC	Chair Training	£42.00	LGA 1972 S111	100925	NCALC	Cllr Training	£42.00	LGA 1972 S111	SO6	N A Phillips	September Salary	£369.70	LGA 1972 S112	SO7	N A Phillips	October Salary	£369.70	LGA 1972 S112
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18/174	To receive the results of the Internal Finance Checks from Cllr N Castello Resolved: No issues thrown up, results accepted.																																			
18/175	To review additional hours worked by the Clerk and to resolve what action if any to be taken The Clerk has carried over 32 extra hours from last year and worked an additional 18																																			

	<p>so far this year.</p> <p>Resolved: To meet and discuss at a date to be decided.</p>
18/176	<p>To approve and a revised budget.</p> <p>Resolved: Proposed and seconded to accept the revised budget, all in favour.</p>
18/177	<p>To review the level of reserves held by LAPC and resolve what action if any to be taken</p> <p>Resolved: Levels of reserves to be reviewed to make sure there is a sufficient amount to cover any unavoidable and unforeseen circumstances. To be discussed when setting the budget for the next financial year.</p>
18/178	<p>To review Cllrs areas of responsibility</p> <p>Resolved: To even out the workload of Cllrs. Highways and Joint Action Group meetings to be attended by other Cllrs where possible</p>
18/179	<p>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.</p> <p>18/01708/TPO - Proposal: G1 group of sycamores, reduce crowns by up to a maximum of 5 metres where necessary and reshape. Removing dead, dying, diseased timber at Little Addington House Church Walk Little Addington NN14 4AY – no objection</p> <p>Resolved: Clerk to respond to ENC as directed by Cllrs</p>
18/180	<p>To note planning decisions made by ENC</p> <p>18/01370/TPO - Proposal: Silver Birch T9 reduce crown 30%, tidy up and re-shape. at Arnage Chapel Hill Little Addington NN14 4BG - permitted</p>
18/181	<p>To formulate a criteria for the co-option of Councillors</p> <p>Resolved: proposed and seconded, with all in favour, to request those with an interest in becoming a member of LAPC to attend at least one meeting as a member of the public, and to submit a letter or email expressing an interest to the Clerk before co-option takes place.</p>
18/182	<p>To receive a report on Highways/Rights of Way and to resolve what action if any to be taken.</p> <p>Little to report, some potholes in area have been marked out and repaired. No news yet on installation of village gates.</p> <p>Resolved: No action needed</p>
18/183	<p>To receive an update on the replacement street lighting</p> <p>Work is scheduled to start this week and will take a week to ten days to complete.</p> <p>Resolved: Cllr Parsons to continue to liaise with the contractor and to forward completion documents to the Clerk who will then contact Eon to adjust the payments for maintenance and electricity</p>
18/184	<p>To consider the development of Neighbourhood Watch, and to resolve what action if any to be taken</p> <p>Take up still slow. Promotional material delivered to Cllr McAlister</p> <p>Resolved: Cllr McAlister to continue work on NHW</p>
18/185	<p>To receive an update on plans for village commemoration of the end of WW1, and to resolve what action if any to be taken.</p>

	<p>Update received from Cllr Dollimore, plans forming up nicely, pledges of financial support beginning to come in. Next planning meeting to be held at 8.00pm on September 26th at The Bell Inn.</p> <p>Resolved: Cllr Dollimore to continue with the planning. The Clerk to forward copy of letterhead to Cllr Dollimore for draft letter asking for sponsorship.</p>
18/186	<p>To consider opening a fireworks bank account and to resolve what action if any to be taken</p> <p>Resolved: To be deferred for discussion at the November meeting.</p>
18/187	<p>To consider items for inclusion in the November and December editions of Saints Alive.</p> <p>Resolved: Update Cllr details, item re playing field key being available to any resident for a £10 deposit. Clerk to remove item from future agendas and to circulate request to Cllrs for items for inclusion before the monthly deadline.</p>
18/188	<p>To discuss the possibility of working with GAPC to produce a joint Neighbourhood Plan, and to resolve what action if any to be taken</p> <p>Resolved: Deferred to next meeting</p>
18/189	<p>To receive feedback from the Joint Action Group (JAG) meeting.</p> <p>Resolved: Nothing to report as no meeting has taken place. Cllr Dollimore to circulate date of next meeting to Cllrs to see who is available to attend.</p>
18/190	<p>To discuss the state of the street gutters and resolve what action if any to be taken</p> <p>Cllr Bruce was concerned about the amount of vegetation growing on the kerbs outside properties and queried if anything could be done about it. LAPC has no power to request residents weed the area outside their property but an item could be put into Saints Alive encouraging residents to keep the village tidy.</p> <p>Resolved: Cllr to write item for inclusion in Saints Alive</p>
18/191	<p>To authorise work to be carried out on the benches</p> <p>The Clerk reported she had found someone willing to carry out the work on the benches.</p> <p>Resolved: Proposed and seconded that Mr R Phillips carry out the work at a cost of £60 plus materials. All in favour.</p>
18/192	<p>To discuss and resolve a procedure for the loan of the marquee.</p> <p>Resolved: Deferred to next meeting</p>
18/193	<p>To consider a recommendation from the Clerk to appoint a NCALC Internal Auditor for the year ending 31/03/2019</p> <p>Resolved: Deferred to next meeting</p>
18/194	<p>To consider whether to take responsibility for provision of salt/grit for the bins that NCC will no longer refill.</p> <p>NCC propose to remove the grit bins located at Amen Place, Back Lane (near Pantiles) and Church Walk with the option for LAPC to take on the responsibility for funding and re-filling the bins.</p> <p>Resolved: To submit letter of appeal to NCC. Cllrs to draft letter and send to Clerk for forwarding on to NCC. Cllr Richardson to fix notices to bins in question requesting them not to be removed until appeal has been heard. Proposed and seconded to adopt grit bins that NCC will not maintain.</p>

18/195	<p>To nominate a voting delegate to represent LAPC at the NCALC AGM on October 6th 2018</p> <p>Resolved: No Cllr available to attend</p>
18/196	<p>Correspondence:</p> <p>Creative Play - brochure</p> <p>Resolved: no action needed</p>
18/198	<p>To confirm the date of the next Council meeting as 19th November 2018</p> <p>Resolved: date confirmed</p>
18/199	<p>To close the meeting</p> <p>The meeting closed at 21.25</p>

Signed:

Dated:

APPROVED