

LITTLE ADDINGTON PARISH COUNCIL

Minutes of the Meeting held on Monday 19th November 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), 2 x members of the public

18/199	To receive and approve apologies for absence				
	No apologies but Cllr McAlister would need to leave meeting at 21.00 pm.				
18/200	Public open time				
	Members of the public addressed the council requesting that consideration be given to fixing deflectors to the streetlights near their house.				
18/201	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.				
	No interests declared				
18/202	To receive and approve for signature the minutes of the meeting held on Monday 17th September 2018				
	Resolved: That the Chair sign the Minutes as a true record of the meeting after amending item 18/190.				
18/203	To note any matters arising from the minutes not included on this agenda for report only				
	No matters arising				
18/204	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 £11832.22 in the current account at September 11 th 2018. In addition there is £4519.23 in the Money Manager (reserves) account plus £4540.01 Reading Room Fund.				
	Resolved: To approve the Bank Statements				
18/205	To approve and authorise payment of the following invoices				
	Cheque	Payee	Item	Amount	Power to make Payment
	100929	NCALC	Planning training	£12.00	LGA 1972 S111
	100930	Clerk	Sept Expenses	£21.45	LGA 1972 S111, S143
	100932	E.on	Lighting maint.	£107.70	PCA 1957 S3
	100931	R Phillips	Bench maint.	£80.98	PCA 1957 S1, S7
	100926	Shelton Electrical	2 nd installment	£3348.00	PCA 1957 S3
	100927	Kimbolton Fireworks	Fireworks	£2508.31	LGA 1972 S145
	100928	E.on	Electricity	£301.41	PCA 1957 S3
	100933	M Parsons	Wristbands	£206.40	LGA 1972 S145
	DD 1	ICO	Data protection reg	£35.00	LGA 1972 S111
	VISA 1	Amazon UK	Memory Stick	£4.97	LGA 1972 S111
	VISA 2	Amazon UK	Defib pads	£50.00	LGA S137
	100930	Clerk	October expenses	£25.19	LGA 1972 S111, S143
	100934	RBL	Poppy Wreath	£25.00	LGA 1972 S137
	100935	Shelton Electrical	3 rd installment	£4464.00	PCA 1957 S3

	VISA 3	Tesco	2 reams paper	£5.50	LGA 1972 S111
	SO 8	Clerk	November Salary	£369.70	LGA 1972 S112
	SO 9	Clerk	December Salary	£369.70	LGA 1972 S112
	100936	M Keech	Reimbursement f/w exps	£44.04	LGA 1972 S145
	100937	B Bruce	Training mileage exps	£27.90	LGA 1972 S111
	100938	NCALC	Flying Start Training	£42.00	LGA 1972 S111
	Resolved: all payments authorised, Cllr Richardson signed off the invoices.				
18/206	To receive an update on additional hours worked by the Clerk and to resolve what action if any to be taken				
	The Clerk reduced the additional hours owed down from 50 to 46.5, a 3.5 hr reduction, but warned that November would be a heavy month in hours worked..				
	Resolved: Cllrs to meet and discuss at a date to be decided.				
18/207	To approve and accept the budget for the financial year ending 31 March 2020.				
	The Clerk proposed setting a budget of £12260.00 to cover all anticipated spending. Cllrs felt that adjustments could be made in some areas and therefore concluded a budget of £11410.00 was sufficient.				
	Resolved: Proposed and seconded to set the budget at £11410.00 - all in favour.				
18/208	To approve and accept the precept for the financial year ending 31 March 2020.				
	The Clerk proposed setting a precept of £12250.00 minimum based on her original budget proposals with extra being needed if Cllrs wished to build up LAPC reserves, Cllrs felt this was unacceptable high and after discussion a figure of £11897.00 was proposed this represents a 5% increase on the previous year.				
	Resolved: Proposed and seconded to set the budget at £11897.00 - all in favour.				
18/209	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.				
	18/01885/FUL - Proposal: Erection of three bay garage/car port at Manor Farm Barn, Irthlingborough Road, Little Addington NN14 4AS – no objection				
	Resolved: Clerk to respond to ENC as directed by Cllrs				
18/210	To note planning decisions made by ENC				
	18/01370/TPO - Proposal: 18/01708/TPO: G1 group of sycamores , reduce crowns by up to a maximum of 5 meters where necessary and reshape. Removing dead, dying, diseased timber at Little Addington House. Church Walk. Little Addington - permitted				
18/211	To receive a report on Highways/Rights of Way and to resolve what action if any to be taken.				
	Cllr Dollimore had attended the JAG meeting and spoken to S Barnwell from NCC re speed reduction gates. Cllr Dollimore to research suitable gates which will be paid for out of the Reading Room Fund. Cllr Dollimore also to find out about participating in Speed Watch, and the installation of visual speed indicator signs. S Barnwell also confirmed that work to the footpath between the Addingtons have been included on the plans for next year although there is no guarantee of funding.				
	Resolved: Cllr Dollimore to continue work on the above.				
18/212	To receive an update on the replacement street lighting				
	Work has now been completed and final payment authorised. Western Power have				

	<p>cut back vegetation from Amen Place lamp but as this dies off it will need removing. Discussion as to whether it is possible to fix deflectors to streetlights causing problems took place.</p> <p>Resolved: To continue with Eon maintenance contract at £1.00 per lamp per year. Cllr Parsons to research possible solutions to light pollution issues raised. Cllrs to undertake to remove dead vegetation and dispose of. Cllr Parsons wo put item together to go into January Saints Alive.</p>
18/213	<p>To consider the development of Neighbourhood Watch, and to resolve what action if any to be taken</p> <p>No new members. Item re local incident of scamming to be put into January Saints Alive.</p> <p>Resolved: Cllr McAlister to write article for Saints Alive, Cllr Richardson and McAlister to research postcard size 'NO COLD CALLING' signs.</p>
18/214	<p>To receive feedback on village commemoration of the end of WW1, and to resolve what action if any to be taken.</p> <p>Positive feedback received from many of those who attended. Clerk to bank moneis taken on the night. Thank you letters being put together and will be sent out when completed. Item to go into the January Saints Alive. A 'wash-up' meeting will be held on Friday November 23rd at the Bell. Payment of £150.00 still to be made for the brass band, and a donation of £50.00 still to come. It was decided to send £750.00 to the Royal British Legion this being the proceeds after expenses.</p> <p>Resolved: Cllr Dollimore thanked for all his hard work. Item for Saints Alive to be written by organisers.</p>
18/215	<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: Not to proceed with the plan, the Clerk to contact GAPC and inform them.</p>
18/216	<p>To discuss and respond to consultation on East Northamptonshire Draft Local Plan Part 2</p> <p>The Clerk outlined the parts of the Draft Plan she felt were important to LAPC.</p> <p>Resolved: Not to participate in consultation as no response needed.</p>
18/217	<p>To discuss and resolve a procedure for the loan of the marquee.</p> <p>Supervision of collection and return of marquee needed. A £100 deposit required to be returned if marquee returned in good condition. To direct those interested in borrowing the marquee to watch the video so they can get a better idea of what is involved with the erecting and dismantling.</p> <p>Resolved: To implement the above when marquee is borrowed in future.</p>
18/218	<p>To consider a request from the Clerk to appoint a NCALC Internal Auditor for the year ending 31/03/2019</p> <p>The Clerk explained that an NCALC Auditor would look at all aspects of LAPC activities and not just the financial side.</p> <p>Resolved: To appoint a NCALC Auditor for the year ending March 31st 2019. The Clerk to write to the previous auditor thanking them for all their help and support over the past years.</p>
18/219	<p>To receive an update on the provision of salt/grit for the bins that NCC will no longer refill.</p> <p>Prices received from two contractors and kept on file.</p>

	Resolved: Cllr Bruce to check bins to see current fill level, also to see if Amen Place bin has been resited. Item on bins to go into January Saints Alive.
18/220	To receive an update on the issues concerning both the current and the Reading Room bank accounts Barclays have returned Reading Room balance which has been paid into the current account and transferred into the Money manager account. An email has been received from HSBC confirming the change of address but until the next bank statement is produced on December 11 th the Clerk will not be able to check that it has happened. Resolved: Clerk to monitor
18/196	Correspondence: SCRIBE Financial package Northamptonshire PCC Consultation document Consultation on draft local offer for care leavers School Governor request NCALC training Resolved: all correspondence noted - no action needed
18/198	To confirm the date of the next Council meeting as 21st January 2019 Resolved: date confirmed
18/199	To close the meeting The meeting closed at 21.30pm

Signed:

Dated: