

LITTLE ADDINGTON PARISH COUNCIL

Minutes of the Meeting held on Monday 18th March 2019 held at Saint Mary The Virgin Church, High Street, Little Addington at 7.30pm

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

In attendance: Mrs N Phillips (Clerk) 3 x members of public

19/018	To receive and approve apologies for absence None received																																								
19/019	To note the resignation of Cllr McAlister and appoint a Vice Chair Cllr McAlister resignation of February 19 th was noted, Cllrs expressed their regrets and wished her well. Paul Dollimore appointed as Vice Chair.																																								
19/020	Public open time Representation was made by 2 members of the public expressing their concerns that nothing appeared to have been done to reduce the light from the new LED street lighting from illuminating their property. The current situation concerning finance was explained along with the Council's intention to resolve this problem. See Minute Ref: 19/032. 2 members of public then left the meeting.																																								
19/021	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None received																																								
19/022	To receive and approve for signature the minutes of the meeting held on Monday 21st January 2019 Resolved: That the Chair sign the Minutes as a true record of the meeting																																								
19/023	To note any matters arising from the minutes not included on this agenda for report only No matters arising.																																								
19/024	To receive and approve the Bank Statements and Bank Reconciliation Cllr Dollimore examined and signed the Balance of Accounts/Bank Reconciliation. Resolved: Balance of Accounts/Bank Reconciliation approved Cllr Dollimore examined and signed the Bank Statements – the balance being £995.34 in the current account at March 11 th 2019. In addition there is £100562.19 in the Money Manager (reserves) account including £4540.01 Reading Room Fund. Resolved: To approve the Bank Statements																																								
19/025	To approve and authorise payment of the following invoices <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Cheque</th> <th style="width: 20%;">Payee</th> <th style="width: 30%;">Item</th> <th style="width: 15%;">Amount</th> <th style="width: 20%;">Power to make Payment</th> </tr> </thead> <tbody> <tr> <td>VISA 5</td> <td>Post Office</td> <td>12 x 2nd class stamps</td> <td style="text-align: right;">£6.96</td> <td>LGA 1972 S111</td> </tr> <tr> <td>DD2</td> <td>PWLB</td> <td>1st instalment loan</td> <td style="text-align: right;">£471.03</td> <td>Parish Councils Act 1957 s3</td> </tr> <tr> <td>100951</td> <td>St Marys Church</td> <td>Room hire 2018</td> <td style="text-align: right;">£250.00</td> <td>LGA 1972 S111</td> </tr> <tr> <td>100950</td> <td>Clerk</td> <td>January expenses</td> <td style="text-align: right;">£14.67</td> <td>LGA 1972 S111, S143</td> </tr> <tr> <td>100950</td> <td>Clerk</td> <td>February expenses</td> <td style="text-align: right;">£10.232</td> <td>LGA 1972 S111, S143</td> </tr> <tr> <td>100950</td> <td>Clerk</td> <td>March expenses to date</td> <td style="text-align: right;">£16.33</td> <td>LGA 1972 S111, S143</td> </tr> <tr> <td>SO12</td> <td>Clerk</td> <td>March Salary</td> <td style="text-align: right;">£369.70</td> <td>LGA 1972 S112</td> </tr> </tbody> </table> <p>Resolved: all payments authorised, invoices signed off.</p>	Cheque	Payee	Item	Amount	Power to make Payment	VISA 5	Post Office	12 x 2 nd class stamps	£6.96	LGA 1972 S111	DD2	PWLB	1st instalment loan	£471.03	Parish Councils Act 1957 s3	100951	St Marys Church	Room hire 2018	£250.00	LGA 1972 S111	100950	Clerk	January expenses	£14.67	LGA 1972 S111, S143	100950	Clerk	February expenses	£10.232	LGA 1972 S111, S143	100950	Clerk	March expenses to date	£16.33	LGA 1972 S111, S143	SO12	Clerk	March Salary	£369.70	LGA 1972 S112
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19/026	<p>To receive the results of the internal financial checks</p> <p>Cllr Castello having reviewed the paper trail for cheques 100931, 100926, 100939 and 100941 had found everything in order.</p> <p>Resolved: Internal financial checks accepted</p>
19/027	<p>To receive a budget monitoring update and to resolve what action if any to be taken.</p> <p>The Clerk reported that the Council looked set to break even, there had been an over spend in some areas counter balanced by an under spend in other areas. The budget had been revised twice during the year to make provision for expenditure on the LED lighting and loan repayment and the Clerk would need to vire (move) money from one budget heading to another to cover this, but it was proposed by Cllrs that next year there be no revision to budget amounts so a more accurate picture of spending patterns could be seen.</p> <p>Resolved: Internal financial checks signed off, no virements (movements) to be applied</p>
19/028	<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>19/00297/FUL – Side extension forming family and utility area and porch extension at 4 Watervill Way Little Addington NN14 4FA</p> <p>Resolved: No objections</p>
19/029	<p>To note planning decisions made by ENC</p> <p>None received</p>
19.030	<p>To consider and resolve the council's response to planning applications 19/00011/MINVOC – Ringstead Grange Quarry, Raunds.</p> <p>Resolved: No objections</p>
19/031	<p>To receive a report from Cllr Dollimore on Highways/Rights of Way and to resolve what action if any to be taken.</p> <p>Cllr Dollimore had received an email from S Barnwell at NCC giving costs of £3500 for the provision and installation of village gates and of £10,000 of a solar powered visual speed indicator (VSI) sign. Cllr Dollimore to arrange a site visit with S Barnwell re siting of gates and to explore possible alternative locations for a VSI that could make use of the power supply to a streetlight and therefore bring the costs down considerably. The Reading Room Fund to be used to cover the costs of the gates.</p> <p>Resolved: Cllr Dollimore to liaise with NCC to arrange visit.</p>
19/032	<p>To receive an update on the street lighting complaint and to resolve what action if any to be taken.</p> <p>As the cost for the installation of the light deflectors by the contractor are beyond LAPC budget it was decided to explore alternative options using local labour as long as the risk assessments were in place.</p> <p>To resolve the issues of the lack of light on the pathway down the side of the church Cllr Dollimore proposed that LAPC invest in a couple of solar powered lights to see if they alleviate the problem.</p> <p>Resolved: Cllr Castello to approach alternative contractor to carry out the work, and</p>

	to produce the risk assessment to ensure a safe system of work, Cllr Parsons to source deflectors. Cllr Dollimore to investigate purchase and installation of solar lights, cost to be agreed.
19/033	<p>To discuss the arrangements for the fireworks display</p> <p>A provisional date of Saturday November 2nd was set to be confirmed once dates of other local displays were known. Cllr Dollimore volunteered to organise the event and anticipated needing to raise around £2500 in donations to cover the costs. Cllr Dollimore felt there would be no problems with raising this amount as sufficient donations had been forthcoming for the past two displays.</p> <p>Resolved: Clerk to put item in Saints Alive asking for volunteers to help run the event</p>
19/034	<p>To discuss possible provision of older folks monthly meeting and village coffee morning and to resolve what action if any to be taken.</p> <p>Cllrs were keen to arrange a coffee morning for people of all ages to come together and get to know each other. Cllr Dollimore offered to talk to The Bell to see if they would host it. Date to be decided once venue decided.</p> <p>Resolved: Clerk to put 'look out for posters' item in Saints Alive, Cllr Dollimore to liaise with The Bell.</p>
19/035	<p>To review and update the assets register to include the replacement street lighting.</p> <p>Register signed and updated. Cllr Parsons pointed out that he had noticed there was an additional bench located near to the allotments that needs adding to the register.</p> <p>Resolved: Assets Register reviewed and updated to include street lighting with additional bench to be added at next review</p>
19/036	<p>To confirm the deadline for the April and May edition of Saints Alive</p> <p>March 21st and April 18th so items need to be sent to the Clerk by 19th March and April 16th at the latest.</p>
19/037	<p>To appoint a replacement Neighbourhood Watch Coordinator</p> <p>Due to the resignation of Cllr McAlister as NHW Co-ordinator a new co-ordinator needs to be appointed. Cllr Richardson to contact the Vice- Co-ordinator to see if willing to take on the role.</p> <p>Resolved: To re-visit at the May meeting</p>
19/038	<p>To receive a report on the condition of the laptop and printer and to resolve what action if any to be taken</p> <p>Cllr Dollimore hopes to pick up the laptop later in the week, a malware had been discovered on it but it should now have been rectified. Cllr Dollimore asked the Clerk to drop the printer off to him and he will see if he can spot what the problem with it is.</p> <p>Resolved: Clerk to deliver printer to Cllr Dollimore and collect laptop from his.</p>
19/039	<p>To set the date for the village litter pick and to make all necessary arrangements</p> <p>Date for litter pick set for May 18th. Participants to meet at bus shelter at 11.00am</p> <p>Resolved: Clerk to arrange with ENC to collect litter picking equipment. Clerk to produce poster and sent to Cllr Richardson for putting on noticeboard. Item to go in Saints Alive</p>
19/040	<p>To discuss possible participation in the Northants Village Awards and to resolve what action if any to be taken</p>

	<p>After discussion it was felt this was not an option for this year.</p> <p>Resolved: No action needed but to consider taking part at some point in the future.</p>
19/041	<p>Correspondence:</p> <p>Rural Services Network – Rural Strategy campaign Beat Boxes NCC fostering poster</p> <p>Resolved: no action needed for first two items, poster to go on noticeboard.</p>
19/042	<p>To confirm the date and time of the Annual Parish Meeting as May 20th 2019 at 7.15pm</p> <p>Resolved: date and time confirmed</p>
19/043	<p>To confirm the date and time of the Annual Parish Council meeting as 20th May 2019 at 7.30pm</p> <p>Resolved: date and time confirmed</p>
19/43	<p>To close the meeting</p> <p>The meeting closed at 8.50 pm</p>

Signed:

Dated:

DRAFT