

# LITTLE ADDINGTON PARISH COUNCIL

## Minutes of the Meeting held at Saint Mary the Virgin Church, High Street, Little Addington on Monday 17th May 2021 held at 7.30pm

**Present:** Councillors: P Dollimore, M Parsons A Hudson, B Bruce, J Cocks

**Clerk:** Karrie Loydall

<b>21/017</b>	<b>To elect a new Chairman</b> Cllr Bruce was elected to Chairman. Proposer Cllr Dollimore, seconded by Cllr Cocks, all in favour.																												
<b>21/018</b>	<b>To elect a new Vice Chairman</b> Cllr Parsons was elected to Vice Chairman. Proposer Cllr Dollimore, seconded by Cllr Bruce, all in favour.																												
<b>21/019</b>	<b>Chairman's Declaration of Acceptance of Office</b> Cllr Bruce duly signed Declaration.																												
<b>21/020</b>	<b>To receive and approve apologies for absence</b> No absence to report																												
<b>21/021</b>	<b>Public open time</b> No Members of the Public present.																												
<b>21/022</b>	<b>To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</b> No interests declared.																												
<b>21/023</b>	<b>To receive and approve for signature the minutes of the meeting held on Monday 20<sup>th</sup> April 2021</b> <b>Resolved:</b> Cllr Bruce signed the minutes as a true record																												
<b>21/024</b>	<b>To note any matters arising from the minutes not included on this agenda for report only</b> No matters arising																												
<b>21/035</b>	<b>To approve the year end bank reconciliation and cashbook.</b> <b>Resolved:</b> The Council approved the end of year reconciliation and cashbook.																												
<b>21/036</b>	<b>To receive and approve the balance of accounts/bank reconciliation</b> Bank account and bank rec now balances minus the fraudulent transactions. <b>Resolved:</b> The Council approved the bank reconciliation and bank statements.																												
<b>21/037</b>	<b>To receive and approve the bank statements</b> <b>Resolved:</b> The Council approved the bank statements																												
<b>21/038</b>	<b>To approve and authorise payments of the following invoices.</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Payment date</th> <th style="width: 10%;">Chq No. Payment Ref</th> <th style="width: 10%;">Payee</th> <th style="width: 20%;">Item</th> <th style="width: 10%;">Total Amount</th> <th style="width: 10%;">Amount net of VAT</th> <th style="width: 30%;">Power to Make Payment</th> </tr> </thead> <tbody> <tr> <td>25.05.21</td> <td>BACS</td> <td>Karrie Loydall</td> <td>Salary</td> <td style="text-align: right;">£198.48</td> <td style="text-align: right;">£0.00</td> <td>LGA 1972 S112</td> </tr> <tr> <td>25.05.21</td> <td>BACS</td> <td>HMRC</td> <td>May Tax</td> <td style="text-align: right;">£49.60</td> <td style="text-align: right;">£0.00</td> <td>LGA 1972 S112</td> </tr> <tr> <td>19.05.21</td> <td>BACS</td> <td>EON</td> <td>Lighting</td> <td style="text-align: right;">£170.12</td> <td style="text-align: right;">£0.00</td> <td>LGA 1972 S112</td> </tr> </tbody> </table> <b>Resolved:</b> Payments approved by the Council and signed off by Cllr Bruce	Payment date	Chq No. Payment Ref	Payee	Item	Total Amount	Amount net of VAT	Power to Make Payment	25.05.21	BACS	Karrie Loydall	Salary	£198.48	£0.00	LGA 1972 S112	25.05.21	BACS	HMRC	May Tax	£49.60	£0.00	LGA 1972 S112	19.05.21	BACS	EON	Lighting	£170.12	£0.00	LGA 1972 S112
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<b>21/039</b>	<b>To discuss and review the planning permission and highways scheme relating to the development on Irthlingborough Road and to resolve what actions, if any, are to be taken.</b> <b>Resolved:</b> The Council are to review the chicane design alongside the existing Parish Council proposal for village gates. To be discussed at next meeting.																												

21/040	<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 to which it pertains:</p> <p><b>Resolved:</b> None submitted</p>
21/041	<p>To note planning decisions made by ENC</p> <p><b>Resolved:</b> None available</p>
21/042	<p>To receive and approve Section 1 - Annual Governance Statement – Annual Governance &amp; Accountability Return 18/19 Part 2</p> <p><b>Resolved:</b> The Council reviewed and approved Section 1 - Annual Governance Statement – Annual Governance &amp; Accountability Return 18/19 Part 2.</p>
21/043	<p>To receive and approve Section 2 – Accounting Statements – Annual Governance &amp; Accountability Return 18/19 Part 2</p> <p><b>Resolved:</b> The Council reviewed and approved Section 2 – Accounting Statements – Annual Governance &amp; Accountability Return 18/19 Part 2</p>
21/044	<p>To review and confirm the asset register.</p> <p><b>Resolved:</b> The Council approved the asset register.</p>
21/045	<p>To receive and adopt the complaints procedure, and to resolve what action, if any, is to be taken:</p> <p><b>Resolved:</b> The Council approved and adopted the complaints procedure.</p>
21/046	<p>To receive and adopt the NCALC 2018 Standing Orders and to resolve what action, if any, is to be taken:</p> <p><b>Resolved:</b> The Council approved and adopted the NCALC 2018 Standing Orders.</p>
21/047	<p>To receive and adopt the document retention 2021 policy and to resolve what actions, if any, are to be taken:</p> <p><b>Resolved:</b> The Council approved and adopted the document retention policy 2021.</p>
21/048	<p>To receive an update from Cllr Cocks on the elder tree adjacent to the church wall and resolve what actions, if any, are to be taken.</p> <p><b>Resolved:</b> Cllr Cocks provided photo evidence to the Clerk - Cllr Dollimore and Cllr Parsons will review the tree and report back to the Clerk on actions to be taken.</p>
21/049	<p>To receive an update from Cllr Cocks regarding the recent Police Liaison meeting and to resolve what actions, if any, are to be taken:</p> <p><b>Resolved:</b> Cllr Cocks advised that the role is enable local issues to be passed onto the police through a single point of contact. It was resolved that the Clerk was to highlight this to the village in Saints Alive to advise of contact details.</p>
21/050	<p>To discuss the works to Amen Place, review the quotations and to resolve what action, if any, to be taken.</p> <p><b>Resolved:</b> The Council resolved to have a budget of £400 ex VAT and that the works are to commence asap.</p>
21/051	<p>To discuss the submission to Saints Alive:</p> <p><b>Resolved:</b> The Council advised the Clerk on the Saints Alive submission.</p>
21/052	<p>To discuss the bus routes into the village and resolve what action, if any, is to be taken.</p> <p><b>Resolved:</b> Cllr. Maxwell was unable to attend and provide an update. To be deferred until next month.</p>
21/053	<p>To confirm the date and time of the next Parish Council meeting:</p> <p><b>Resolved:</b> The Council agreed that all Parish meetings were to be held on a Tuesday at 7:30pm on the 3<sup>rd</sup> Tuesday of each Month except August. All Cllrs present were in favour. Next Parish meeting will be on Tuesday 15<sup>th</sup> June at 7:30pm.</p>
21/054	<p>To close the meeting</p> <p>The meeting closed at 20.50</p>

**Signed:**

**Dated:**

DRAFT