

# LITTLE ADDINGTON PARISH COUNCIL

## Minutes of the Meeting held at Saint Mary the Virgin Church, High Street, Little Addington on Tuesday 4th October 2022 held at 7.30pm

**Present:** Councillors: B Bruce, J Cocks, L Brown, Cllr Drinkall Cllr Powell  
Ward Cllr D Maxwell

**Clerk:** Karrie Loydall

<b>22/237</b>	<b>To receive and approve apologies for absence</b> None received.																																																								
<b>22/238</b>	<b>Public open time</b> 2 members of the public were present to express their concerns regarding a new camp site application.																																																								
<b>22/239</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>22/240</b>	<b>To receive and approve for signature the minutes of the meeting held on Tuesday 9th August 2022</b> <b>Resolved:</b> Minutes approved																																																								
<b>22/241</b>	<b>To note any matters arising from the minutes not included on this agenda for report only.</b> Nothing to note.																																																								
<b>22/242</b>	<b>To receive and approve the balance of accounts/bank reconciliation</b> <b>Resolved:</b> Bank reconciliation received and approved.																																																								
<b>22/243</b>	<b>To receive and approve the bank statements</b> <b>Resolved:</b> Bank Statements received and approved.																																																								
<b>22/244</b>	<p><b>To approve and authorise payments of the following invoices.</b></p> <p><b>Resolved:</b> Payments were approved by the Council</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 12.5%;">Payment date</th> <th style="width: 12.5%;">Chq No. Payment Ref</th> <th style="width: 12.5%;">Payee</th> <th style="width: 12.5%;">Item</th> <th style="width: 12.5%;">Total Amount</th> <th style="width: 12.5%;">Amount net of VAT</th> <th style="width: 12.5%;">Power to Make Payment</th> </tr> </thead> <tbody> <tr> <td>25.09.22</td> <td>BACS</td> <td>HMRC</td> <td>July Tax</td> <td>£49.60</td> <td>£0.00</td> <td>LGA 1972 S112</td> </tr> <tr> <td>25.09.22</td> <td>BACS</td> <td>Karrie Loydall</td> <td>Salary July</td> <td>£198.48</td> <td>£0.00</td> <td>LGA 1972 S112</td> </tr> <tr> <td>01.09.22</td> <td>BACS</td> <td>HSBC</td> <td>Bank Account**</td> <td>£8.00</td> <td>£0.00</td> <td>LGA 1972 S111</td> </tr> <tr> <td>14.09.22</td> <td>BACS</td> <td>Karrie Loydall</td> <td>Back payment of pay rises inline with salary scale</td> <td>£322.40</td> <td>£0.00</td> <td>LGA 1972 S112</td> </tr> <tr> <td>14.09.22</td> <td>BACS</td> <td>HMRC</td> <td>Tax on additional payment</td> <td>£80.60</td> <td>£0.00</td> <td>LGA 1972 S112</td> </tr> <tr> <td>22.08.22</td> <td>BACS</td> <td>Public Works Loan</td> <td>Lighting payment</td> <td>£471.03</td> <td>£0.00</td> <td>LGA 1972 S111</td> </tr> <tr> <td>02.09.22</td> <td>BACS</td> <td>Turney Landscapes Limited - Invoice No. 21751 July</td> <td>Mowing</td> <td>£279.78</td> <td>£46.63</td> <td>LGA 1972 S111</td> </tr> </tbody> </table>	Payment date	Chq No. Payment Ref	Payee	Item	Total Amount	Amount net of VAT	Power to Make Payment	25.09.22	BACS	HMRC	July Tax	£49.60	£0.00	LGA 1972 S112	25.09.22	BACS	Karrie Loydall	Salary July	£198.48	£0.00	LGA 1972 S112	01.09.22	BACS	HSBC	Bank Account**	£8.00	£0.00	LGA 1972 S111	14.09.22	BACS	Karrie Loydall	Back payment of pay rises inline with salary scale	£322.40	£0.00	LGA 1972 S112	14.09.22	BACS	HMRC	Tax on additional payment	£80.60	£0.00	LGA 1972 S112	22.08.22	BACS	Public Works Loan	Lighting payment	£471.03	£0.00	LGA 1972 S111	02.09.22	BACS	Turney Landscapes Limited - Invoice No. 21751 July	Mowing	£279.78	£46.63	LGA 1972 S111
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<b>22/245</b>	<p><b>To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by North Northamptonshire Council and available on its website between the circulation of this agenda and the meeting to which it pertains:</b></p> <p><b>Resolved:</b> Planning application NE/22/O1181/TPO/ was received with no comments.</p>																																																								

	Request for camp site license Site Application No. 141/002 at Meadow View is under review – Clerk to email for further information regarding access and egress, sanitation and times of operation – to be discussed in November meeting.
<b>22/246</b>	<b>To note planning decisions made by NNC</b> Nothing to note.
<b>22/247</b>	<b>To review and evaluate the Parish Council’s response to operation London Bridge:</b> <b>Resolved:</b> The Council followed all requirements set out. The book of remembrance is to be sent to the records office.
<b>22/248</b>	<b>To review the financial risk assessment and to resolve what actions if any are to be taken.</b> <b>Resolved:</b> The clerk will prepare the document ready for adoption at the next meeting.
<b>22/249</b>	<b>To review and agree the Unity Bank Mandate, resolve Cllrs and Clerk’s permissions and signatories and to resolve what actions, if any are to be taken.</b> <b>Resolved:</b> The mandate was agreed and will be duly completed by Cllr Brown, Cllr Cocks and the Clerk.
<b>22/250</b>	<b>Option to opt out of the SAAA central external auditor appointment arrangements and to resolve what actions, if any, are to be taken.</b> <b>Resolved:</b> The Cllrs to review the email sent by the Clerk on the 6/09/22 and to review at next meeting.
<b>22/251</b>	<b>To review the anti-virus options for the Parish laptop and to resolve what actions, if any, are to be taken:</b> <b>Resolved:</b> Cllr Powell advised Council that windows defender is as good as any paid for virus checker. All Cllrs in agreement – Clerk to ensure windows defender is active.
<b>22/252</b>	<b>To progress works to the war memorial and resolve what action, if any, is to be taken.</b> <b>Resolved:</b> Awaiting quote confirmation on options.
<b>22/253</b>	<b>To review the village gates, note progression of highway works and to resolve what actions, if any are to be taken.</b> <b>Resolved:</b> Awaiting highways completion.
<b>22/254</b>	<b>To receive an update on the broken village light and to resolve what actions, if any, are to be taken.</b> <b>Resolved:</b> New light has been fitted. It was agreed under this item a further light is needed on Church walk – the budget was set at £21.00 and agreed by all Cllrs.
<b>22/255</b>	<b>To review village advertisement signage and resolve what actions, if any, are to be taken.</b> <b>Resolved:</b> Cllr Maxwell will provide an update on Burrough Hill Farm signage at next meeting.
<b>22/256</b>	<b>To receive an update from the Clerk regarding the fixing of signs in the village and to resolve what actions, if any, are to be taken..</b> <b>Resolved:</b> Repairs to broken signs have been completed.
<b>22/257</b>	<b>To review the options for website design and to resolve what actions, if any, are to be taken.</b> <b>Resolved:</b> Clerk to provide log in details for Council website to Cllr Powell for review.
<b>22/258</b>	<b>To review and resolve how LAPC will use social media.</b> <b>Resolved:</b> Cllr Drinkall to set up facebook page, Cllr Drinkall and Cllr Powell to manage content.
<b>22/259</b>	<b>To document the NCALC salary charts and historic pay increases agreed between the Council and the Clerk and to resolve what actions, if any, are to be taken.</b> <b>Resolved:</b> This was noted by all Cllrs.

22/260	<p><b>To receive an update on the dog poo bin location to allow the Clerk to apply for installation and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Cllr Brown has gotten permission from landowner, Clerk to email NNC to complete the works.</p>
22/261	<p><b>To review the Parish Council roles and responsibilities and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Roles were agreed with all Cllrs present. Clerk waiting for Cllr Powell's official email and will issue roles to webpage, notice board and Saints Alive.</p>
22/262	<p><b>To agree dates for the next coffee morning and litter pick and to resolve what actions if any are to be taken.</b></p> <p><b>Resolved:</b> Coffee Morning – 10<sup>th</sup> December at 10:30am and litter pick in 6 months time.</p>
22/263	<p><b>To review the carparking situation around the village and look at options to make safer and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> It was proposed that timber bollards could be a solution for poor parking around the green. Clerk to contact highways for further information.</p>
22/264	<p><b>To review the fenced enclosure at The Bell and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> The fence has been shuttered off and planning have approved this. The Council has no further action.</p>
22/265	<p><b>To discuss the future of the squares at Amen Place and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Works have commenced at the care home opposite the squares – this will be monitored and reviewed at a later date.</p>
22/266	<p><b>To receive an update from Cllr Brown on proposed changes for LA parish church and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> There has been no meeting and no further action to report.</p>
22/267	<p><b>To approve Turneys to carry out a weed kill and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Clerk provided updated quote to Cllr Drinkall for review.</p>
22/268	<p><b>To receive an update from Cllr Brown regarding the Irthlingborough Post Office.</b></p> <p><b>Resolved:</b> The post office has a new sub postmaster.</p>
22/269	<p><b>To discuss garage conversions, any associated planning and legal implications and to resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Garages into separate dwellings could potentially need full planning permission. To be monitored in the village.</p>
22/270	<p><b>to discuss meadow planting in Beatys field and resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> There was a wild flower project to the field proposed but nothing has been completed as of yet.</p>
22/271	<p><b>To review pavements around the village and resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Cllr Brown to send details over to the Clerk.</p>
22/272	<p><b>To receive update on dead tree opposite The Beeches and resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Cllr Maxwell to chase up with tree surgeon at NNC.</p>

22/273	<p><b>To discuss the newly taken over care home within the village and resolve what actions, if any, are to be taken.</b></p> <p><b>Resolved:</b> Work has started on a new children's home. There is a C2 planning application on the building – no further planning currently required. Cllr Maxwell to review.</p>
22/274	<p><b>To review the mowing performance and discuss plans for the contract next year.</b></p> <p><b>Resolved:</b> Cllr Drinkall to review the contract and look at alternative quotes.</p>
22/275	<p><b>To propose and agree the amount of donation for the remembrance day wreath and to resolve what actions, if any, are to be taken,</b></p> <p><b>Resolved:</b> Proposed Cllr Bruce, Secunder Cllr Brown - £40.00 donation. Council is in agreement.</p>
22/276	<p><b>To review the village grit bins for salt levels and damage prior to winter and to resolve what actions, if any, are to be taken:</b></p> <p><b>Resolved:</b> Cllr Bruce reports no issues.</p>
22/277	<p><b>To receive an update from Cllr Maxwell on the business at North Northamptonshire Council:</b></p> <p><b>Resolved:</b> Cllr Maxwell provided update.</p>
22/278	<p><b>To confirm the date and time of the next Parish Council meeting and identify any future agenda items</b></p> <p><b>Resolved:</b> The date is 8<sup>th</sup> November 2022 for the next meeting.</p>
22/279	<p><b>To close the meeting</b></p> <p>The meeting closed at 21.30</p>

Signed:

Dated: