



NOTICE OF THE ANNUAL PARISH COUNCIL MEETING

On Thursday 20 May 2021 at 7.00pm

To be held in the Main Hall of Naseby Village Hall, Haslebech Road, Naseby, NN6 6BT

Please inform the Clerk of your apologies, if you are unable to attend.

Email: clerk.nasebypc@outlook.com

Signed:.....Proper Officer/Clerk

Public Participation: In accordance with Standing Order 3(e)(f) members of the public and press are invited to address Council about any matter relating to the business to be transacted during the public forum. A total period not exceeding 15 minutes will be set aside for this purpose with a 3 minute period given to each person in attendance.

AGENDA

ANNUAL MEETING

21/091 ELECTION OF CHAIRMAN

To elect the Chairman and receive their Declaration of Acceptance of Office.

21/092 ELECTION OF VICE CHAIRMAN

To elect the Vice Chairman and receive their Declaration of Acceptance of Office.

21/093 APOLOGIES

To consider and accept all apologies reported.

21/094 DECLARATION OF INTERESTS

- a) To consider any Declarations of any Disclosable Pecuniary or Other Interests.
- b) To consider any Dispensations or written requests for dispensation of DPI

21/095 MINUTES

Resolve to the Chairman approving and authorising the Ordinary Meeting Minutes of the 08 April 2021.

21/096 APPOINTMENT OF INTERNAL CONTROLLER

Resolve to re-appoint Cllr Howat as the Internal Control Councillor.

21/097 APPOINTMENT OF REPRESENTATIVES

Resolve to re-appointment council members to the following roles:

- Footpath and Tree Warden
- Village Hall Committee Representative
- Mowing Warden
- Highways and Road Safety Officer
- Street Lighting Warden
- Defibrillator Inspector
- Neighbourhood Watch & Police Liaison Officer
- Speed Display Sign Co-ordinator
- Welcome Pack Co-ordinator
- Grants Officer
- Information Officer
- Play Area Officer

21/098 APPOINTMENTS TO WORKING GROUPS

Finance Working Group – Chairman, Vice Chairman and Cllr Davies and the Clerk.

21/099	CHEQUE SIGNATORIES/AUTHORISATIONS
a) Resolve to approve the current list of cheque signatories as per the current bank mandate for the new municipal year. b) To note that the Clerk is arranging for Cllr Phil Carter to be removed.	
21/100	REVIEW OF MEMBERS INTERESTS
To consider and record current members' interests and including any changes.	
21/101	APPROVE COUNCIL GOVERNANCE
a) Resolve to re-adopt the Standing Orders. b) Resolve to re-adopt the Financial Regulations	
21/102	APPROVE COUNCIL POLICIES
a) Resolve to re-adopt the current Asset Register. b) Resolve to re-adopt all current policies and procedures. c) Resolve to re-adopt all Risk Assessments as follows: - Covid-19 RA - General and Management RA - Financial RA	
21/103	GENERAL POWER OF COMPETENCE
Due to Council now qualifying, RESOLVE to adopt the General Power Competence.	

ORDINARY MEETING

21/105	PUBLIC PARTICIPATION (OPEN MEETING)	
To hear any Parishioner issues/views		
ITEMS FROM PREVIOUS MINUTES		
21/106	<u>Dog Waste Bins (Min Ref. 20/053)</u> Resolve to approve the purchase and cost for a new, larger bin, as per the details circulated to council prior to the meeting.	PR
21/107	<u>Proposed Benches (Min. 20/055)</u> Resolve to approve one of the bench quotes and receive installation costs from the Clerk.	PR/JF
21/108	<u>CCTV (Min Ref. 20/057)</u> a) To receive a report from Chairman Reedman. b) To discuss aims and potential costs based on budget quotes from suppliers, as circulated to Council prior to the meeting.	PR
21/109	<u>Information Board Update</u> To receive an update on this project from Cllr Howat and Cllr Johnston.	SH
21/110	<u>Whipping Post Update</u> To receive an update from Cllr Davies.	SD
21/111	<u>Footpath to Fairfax Viewing Platform Update</u> To receive an update and costings from Cllr Johnston.	RJ
GENERAL MATTERS		
21/112	<u>Anglian Water Update</u> a) To note the Anglian Water response to Council's complaint letter dated xx, as circulated prior to the meeting. b) To receive an update from Chairman Reedman.	PR
21/113	<u>59/60 Bus Routes</u> a) To note the new service commenced on the 26 th April. b) To note the new Timetable and issues concerning this.	PR
21/114	<u>Mowing</u> To agree to Maximow weed killing around the sports court, village hall building and beneath the knee-high car park fence.	PR/LD
21/115	<u>Play Area Update</u> a) Blue Seat Unit – to discuss refurbishment/repainting. b) Seeding to Drain Trenches – to note seed has been laid and all surplus sand has been utilised by topping up land drain trench lines. c) Annual Play Inspection – to note the date of the inspection.	PR

	d) Zip Wire Matting – to discuss rutting to safety matting over the land drain trench.	
21/116	<u>Defibrillator</u> To retrospectively resolve the cost of £90 for replacing the external light.	PR
21/117	<u>Timber Bollards</u> To agree the quotation of £240 with Karl Webber Fencing, for remedial works to 6 bollards near the shop and Church, and 1 bollard by the War Memorial.	PR

GENERAL MATTERS

21/118	<u>Banking Arrangements Update</u> To note that both the Clerk and Chairman have received their login details to enable them access to online banking, which will allow for all bills to be made via BACS from June onwards.	JF
21/119	<u>Naseby News</u> Resolve to agree a date for the next publication of Naseby News.	ALL
21/120	<u>Annual Parish Meeting</u> To discuss a venue, date, and arrangements.	ALL
21/121	<u>Internal Audit</u> a) To receive the internal audit report for year ending 31 st May 2021. b) To note the contents of the Clerk's Audit Action Plan report.	JF
21/122	<u>Annual Insurance</u> Resolve to approve the renewal notice/quote received from BHIB Insurance at a cost of £575.48 for the year.	ALL
21/123	<u>Parish Council Meeting Venue</u> To discuss and agree a venue for the forthcoming Parish Council meetings, due to a booking conflict in the Village Hall diary.	PR

PLANNING

21/124	<u>DA/2021/0361 Planning Application – 6 Ivydene Court, Naseby – TPO to Tree</u> To ratify the decision made between meetings not to object to this application.	ALL
21/125	<u>DA/2021/0209 Planning Application – 86 Church Street, Naseby</u> To ratify the decision made between meetings to object to this application to vary condition 2 and to note an update from Chairman Reedman concerning the status of this application.	ALL
21/126	<u>DA/2021/0275 Planning Application – New House Farm, Kelmars Road, Naseby</u> Conversion of existing barn to 4no. dwellings with parking, gardens and demolition of some existing buildings.	ALL
21/127	<u>DA/2020/0209 Planning Application – The Bothy, High Street, Naseby</u> To note a Consultant's letter supporting the applicant's use of the access based on historic use and no recorded accidents.	ALL

21/128 ACCOUNTS

Accounts for Payment – Current Account

- Council consider and RESOLVED to all payments being made, as set out in the table below.

Ref.	Payee	Description	Amount
ONLINE PAYMENTS VIA BACS TRANSFER & CHEQUE			
S/O	Josie Flavell	Clerk's May Salary and home working allowance (Salary £397.68 – Allowance £37.50)	£435.18
001553	Rachael Johnston	Reimbursement for purchase of dog poo spray	£13.26
001554	LGSS Law Ltd	Play Area legal fees – Inv. 217718	£31.14
001551	Northants CALC	Renewal of annual membership inc. internal audit fee – Inv. 1112	£715.45
001552	Stephen Davies	Reimbursements for purchase of highways bollards	£60.00
001555	Parish Magazine Printing	Production of Spring edition of Naseby News – Inv. 7127	£306.30
001556	Josie Flavell	Clerk's expenses – Vodafone mobile phone contract reimbursement and mileage	£34.86
001557	HMRC	May Tax and NI contributions	£99.40
001558	Maximow	Grass Cutting fees for April – Inv. 2021/008	£206.00

001559	Countrywide Maintenance	Grass cutting fees for April – Inv. 170714	£1,368.00
001560	LGSS Law Ltd	Play Area legal fees – Inv. 219618	£42.00
001561	Rugby Pest Control	Quarterly pest control fees – Inv. 6405	£60.00
001562	BHIB Ltd	Annual insurance premium – Inv. 5050805	£575.48
Direct Debit Payments			
D/D	Opus Energy Ltd	Street lighting unmetered supply – Inv. 70427768 (April)	£72.47
21/129	INCOME Bank Statements not received in time to add detail to the agenda.		
	Date	Account	Income Received
	April 2020	Business Reserve A/C	-
21/130	Balance of Accounts Balances to be confirmed at the meeting. a). Current Account £0.00 b). Business Reserve Account No info available		Earmarked Reserves: General reserve £25,071 Sports Court £3,000 CIL Money £4,850 Play Area £1,000 Benches £1,500 Whipping Post £3,200 Information Board £700 Street Lighting £1,100 TOTAL £40,421
COUNCILLORS AREAS OF INTEREST			
21/131	HIGHWAYS		SH
21/132	STREET LIGHTING		PR
21/133	NEIGHBOURHOOD WATCH & POLICE LIASON		RJ
21/134	VILLAGE HALL COMMITTEE		LD
21/135	NASEBY BATTLEFIELD PROJECT		SH
21/136	MOWING WARDEN		RJ
21/137	TREES AND FOOTPATHS		SD
21/138	DEFIBRILLATOR		LD
21/139	WELCOME BOOKLET		JF
21/140	WIND FARM COMMUNITY FUND		PR
CIRCULATIONS TO NOTE			
21/141	Emails: West Northants – various Covid-19 updates Emails: NCalc – legislative updates Email: Lynn Lavender (Internal Auditor) – Internal Audit Queries Email: West Northants Council – planning applications		
21/142	ITEMS FOR THE NEXT AGENDA		