

Minutes of the Aldwincle Parish Council AGM held on Monday 16th May 2016 in the Village Hall immediately following the Annual Parish meeting.

Present:

Bob Blakeman Chairman
John Lawrence
David Strode-Willis
Brian Penney
Tim Hankins
Barry Watts

Richard Reed – Clerk

ENC Councillor Geoff Shacklock

There were two residents in attendance.

AGM/16/01 Election of Chairman and Declaration of Office

Councillor Blakeman was nominated for the office of Chairman, proposed by Cllr. Watts and seconded by Cllr. Strode-Willis and carried unanimously. As there were no further nominations, Cllr. Blakeman was elected to serve as Chairman for the forthcoming year.

AGM/16/02 Election of Vice-Chairman and Declaration of Office

Councillor Lawrence was nominated for the office of Vice-Chairman, proposed by Cllr. Watts and seconded by Cllr. Hankins and carried unanimously. As there were no further nominations, Cllr. Lawrence was elected to serve as Vice-Chairman for the forthcoming year.

AGM/16/03 Apologies

Apologies had been received from Cllr. Lowe and NCC Councillor Wendy Brackenbury.

AGM/16/04 Election of Responsible Finance Officer

The Clerk was nominated to continue in the role of RFO.

Proposed, Cllr. Blakeman, seconded Cllr. Lawrence.

There being no further nominations, the Clerk was elected to continue in the role of RFO.

AGM/16/05 Appointment of Independent Auditor

On the suggestion of the Clerk, it was agreed that Mr Ian Arnott be appointed as Internal Auditor, proposed by Cllr Blakeman and seconded by Cllr. Strode-Willis.

AGM/16/06 Declaration of Interest in items on the agenda

None.

AGM/16/07 Public Open Time

The applicants for 16/00727/FUL spoke of this second application. The Chairman stated that the Parish Council could only consider the application and supporting documentation as submitted to the planning authority. He thanked the applicants for their comments and the application would be considered by councillors later in the meeting.

AGM/16/08 Resolution: To approve the minutes of the last AGM held on 19.05.15.

Having previously been circulated, the minutes of the AGM held on 19th May 2015 were agreed to be a true record, proposed Cllr. Blakeman, seconded Cllr. Lawrence.

AGM/16/09 Resolution: To approve the minutes of the last meeting 04.04.16

Having previously been circulated, the minutes of the meeting held on 4th April 2016 were agreed to be a true record. Proposed Cllr Strode-Willis, seconded Cllr. Lawrence.

AGM/16/10 Matters arising from items AGM/16/09 & AGM/16/10

Cllr. Hankins had received a visit from the Dog Warden and had been told that photographic evidence of dog fouling would be required before any prosecution could be brought. The Chairman said that posters had been displayed previously and these would be checked as they may need renewing.

AGM/16/11 To agree Council representation on other bodies and any other representation

Village Hall: The Cllr. Blakeman is to speak to the Chairman of the Village Hall Committee to request copies of the minutes of any meetings together with an open invitation for a representative of the Parish Council to attend as and when necessary. **Action: BB**

AGM/16/12 Reports from other bodies

Village Hall: It was noted that a bar was to be provided later in the afternoon following the Queen's Birthday celebrations in the village.

Police: These matters had been dealt with during the Annual Parish Meeting.

AGM/16/13 Highways

Chairman

Date

Recent street lighting works were discussed. Cllr. Penney said that there had been objections to the proposed new light near Mrs George's property but it was noted that a pole was available near John Foster's property for which there were no objections. Cllr Penney is to request a quote from E.ON for a new light at this location. **Action: BP**

It was noted that some of the marked potholes in Lowick Lane had been dealt with but others had been left. Cllr. Penney said he would speak to Sarah Barnwell. **Action: BP**

The meeting with NCC Cllr. Wendy Brackenbury and Sarah Barnwell held on 28.04.16 was discussed. Cllr. Brackenbury is to see if the school bus could go into Thrapston to try to reduce the number of children being brought into the village by car. When the application for the school extension was submitted "H Bar" markings were offered across accesses by NCC although a request for yellow lines at the Main Street/Lowick Road junction had been turned down. Cllr Brackenbury to approach Highways to discuss white "H" bars.

There was continued concern over the wear and tear to the carpark and this is to be monitored. Cllr. Brackenbury had offered a financial contribution to its repair.

AGM/16/14 Pocket Park: Lease Update

There was nothing further to report on this matter. The locks on the gates had not yet been installed. Cllr. Blakeman said that he would renew the warning notice as it had been noted that people had been in the park. **Action: BB**

AGM/16/15 Aldwincle war Memorial Refurbishment

The Chairman had looked at the Wadenhoe memorial following its refurbishment and Cllr. Watts had obtained a quote from J G Cross for £1470 + VAT. The Chairman is to look into the availability of grants. **Action: BB**

Cllr. Shacklock left the meeting at 8:37pm

AGM/16/16 Correspondence

There were no items of correspondence that were not covered by agenda items.

AGM/16/17 Planning

(a) To consider applications received.

16/00727/FUL: The Chairman reminded all of the Parish Council's original response. The new application has reduced the footprint of the dwelling by 11 sq.m and the plot size has been increased by the relocation of the boundary with the adjacent property. The new application addresses some of the Parish Council's concerns and councillors welcomed the reduction in the property size but it was still felt that the development would dominate the area. It was agreed to amend the original comments to reflect the revised dimensions in respect of the reduced footprint and increased plot size. **Action: BB/Clerk**

15/00119/VAR: No comments. **Action: Clerk**

16/00654/OUT: No comments. **Action: Clerk**

(b) No applications had been considered since the last meeting.

(c) There were no other planning matters.

AGM/16/18 Annual Review

Members considered the following items:

Financial Regulations

Risk assessment

Internal Audit arrangements

Insurance cover

NALC had recently produced a new model document for Financial Regulations and the Clerk would be adapting this to meet the Parish Council's needs in due course. **Action: Clerk.**

It was felt that the Risk assessment was satisfactory. The Clerk is to circulate an example used for his other councils for comparison. **Action: Clerk**

It was considered that the current internal audit arrangements more than met the needs of the council. The insurance is subject to a term agreement with the brokers and is in mid-term.

AGM/16/19 Resolution: To accept the financial statement.

The Clerk presented the financial statement.

AGM/16/20 To approve the Accounting Statement for the Annual Audit Return

Cllr. Blakeman proposed that the Accounting Statement together with the bank reconciliation be approved, seconded by Cllr. Lawrence.

AGM/15/21 Resolution: Invoices for payment

The following invoices were approved for payment, proposed Cllr. Blakeman, seconded Cllr Lawrence:
Northants CALC £229.15 Cheque No. 100633

Chairman

Date

Anglian Water £17.57 Cheque No.100634
Cheque No. 100635 cancelled. (E.ON, invoice passed to Savills)
Francis Hale mowing (2xinvoices) Cheque No.100636

AGM/16/22 To agree meeting dates for 2016/17

It was agreed that the Parish Council will meet on Mondays on 27.06.16; 12.09.16; 24/10/16; 12.12.16; 16.01.17; 27.02.17; 10.04.17 & 22.05.17 (AGM)

Cllr. Blakeman gave his apologies for the next meeting.

AGM/16/23 Items requiring urgent attention; for information or future agendas

The draft lease for the playground has been received but the Parish Council's solicitor had raised concerns over a number of clauses. These were considered in turn.

- (i) Rent - £100/year. This was felt to be acceptable.
- (ii) A requirement to pay for all services on the land. There are none existing.
- (iii) Keep premises in a good standard of repair. Given the use of the land, this is necessary anyway.
- (iv) Take all reasonable endeavours to prevent litter. Accepted.
- (v) Any alterations to premises to have landlord's consent. Accepted.
- (vi) Parish Council to indemnify the landlord against all losses by the act of any person using the premises. Accepted.
- (vii) Undertaking of legal costs. Accepted.
- (viii) The Parish Council to have a public liability cover of £10,000,000. In place.
- (ix) Play equipment to be removed when requested within 7 days or the landlord will remove it and pay any monies raised to the Parish Council. Accepted given the likelihood of prior discussions.

It was agreed that there were no specific issues with the above and Cllr. Lawrence would liaise with the solicitors. **Action: JL.**

AGM/16/24 Date of the next meeting.

The next ordinary meeting of the Parish Council will be held on Monday 27th June 2016.

As there was no further urgent business the Chairman declared the meeting closed at 9:35pm.

Chairman

Date