

RUSHTON PARISH COUNCIL

Parish Council Meeting Minute Book

Draft Minutes of the Annual General Meeting of the Parish Council held on Tuesday 10 May 2016 in the Village Hall following the Annual Parish Meeting.

Attendance

Kevin Abraham
Peter Palmer
Joy Brightman
Paul Wass
Colin Spickett
Nigel Tye

Richard Reed, Clerk to the Parish Council

Dean Broadhurst – Area Quarry Manager, Mick George Ltd.

There was one parishioner in attendance.

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

Cllr. Abraham was nominated for the office of Chairman, proposed by Cllr. Mrs Brightman and seconded by Cllr. Tye and carried unanimously. As there were no further nominations, Cllr. Abraham was elected to serve as Chairman for the forthcoming year.

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

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

AGM/16/03 Apologies

Apologies had been received from Cllrs. King, Wass and Thompson and KBC Cllr. Howes.

AGM/16/04 Rushton Landfill site

Mr Dean Broadhurst of Mick George Ltd. gave details of the extended hours and night opening arrangements. It had not been possible to identify the noise problem reported at the last meeting. Cllr. Gardiner acknowledged that the company collected litter from the verges but was concerned that the resulting bags were not collected sooner and asked if this could be arranged. Cllr. Mrs Brightman spoke of insecure skip loads which on one occasion had resulted in damage to her car. Mr Broadhurst asked that any similar incidents be reported to the company and contributions would be made to the repair costs.

AGM/16/05 Election of Responsible Finance Officer

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

Proposed, Cllr. Abraham, seconded Cllr. Gardiner.

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

AGM/16/06 Appointment of Independent Auditor

It was agreed that Mr Ian Arnott would be appointed as the Independent Auditor for 2016/17, proposed Cllr Tye, seconded Cllr. Gardiner.

AGM/16/07 Declaration of Interest in items on the agenda

None

AGM/16/08 To receive reports from the Police

PCSO Margaret Lawson had given her report earlier to enable her to return to duties.

Crime reports were not currently available for parishes but there had been two reported incidents in April which were discussed. There had also been some traffic issues. The officers were attending to deal with parking matters when reported subject to their availability.

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

Having previously been circulated, the minutes of the meeting held on 8th March 2016 were agreed to be a true record, proposed Cllr. Tye, seconded Cllr. Spickett.

AGM/16/10 Matters arising from item AGM/16/09

The Clerk reported on the results of the Speed Limit Panel's further investigations into the speeding concerns in Pipewell, the situation in respect of a 20mph zone and the suggested roundabout at Desborough Road/Station Road junction.

Chairman

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It was noted that the St Mary's Church sign at Pipewell was now in place and that the Clerk had purchased on behalf of the Parish Council the domain name and hosting plan for the website.

The proposed no waiting at Woodyard Close was agreed. **Action: Clerk**

AGM/16/11 To agree and accept terms of reference and delegation arrangements for all sub- groups

The Terms of Reference for the Planning Sub-group are satisfactory. The Clerk and Mr John Jefferis are to get together to discuss the arrangements for the minibus. **Action: Clerk/JJ**

AGM/16/12 To receive nominations for Sub-group membership

Membership of the Minibus Sub-group would consist of Cllrs. Abraham, Hooton and Tye, together with Jackie Hands, John Jefferis and Pat Booth. Cllr. Tye was thanked for only charging for parts, etc., for the vehicle.

Membership of the Planning Sub-group was agreed to be Cllrs. Kevin Abraham, Peter Hooton, Bob King, Mark Thompson, Peter Palmer and Paul Wass.

Recreation Ground: Agreed to be Cllrs. Gardiner and Thompson.

Wind Farm Liaison Group/Community Fund Management: This will be decided in due course once further details are known.

Approval of all of the above proposed by Cllr. Gardiner and seconded by Cllr. Tye.

AGM/16/13 To agree Council representation on other bodies and any other representation

The following representations were agreed:

| | |
|-------------------------|------------------------------|
| Pocket Park | Cllr. King |
| Village Hall | Cllrs. Abraham & Wass |
| School Governors | vacant at present |
| Rural Forum | Cllr. Hooton |
| Northamptonshire ACRE | Clerk to co-ordinate issues |
| Rights of Way and trees | Cllr. Palmer |
| Highways | Clerk |
| Landfill Site Liaison | Cllrs. Palmer and Tye |
| Street Lights | Cllr. Hooton |
| Recreation Ground | Cllrs Gardiner and Thompson. |
| CPRE | Clerk |

Proposed Cllr. Gardiner, seconded Cllr. Tye.

AGM/16/14 To receive the Planning Report

In the absence of Cllr. King, the Clerk presented the Planning Report a copy of which is appended to these minutes.

Regarding the suggested name for the Midland Cottages development, the Clerk had contacted KBC and a reply was still awaited from the developer.

AGM/16/15 Annual Review

Members considered the following items:

- Financial Regulations
- Risk assessment
- Internal Audit arrangements
- Insurance cover

A new model document for Financial Regulations has been produced by NALC and the Clerk would be tailoring this to the Parish council's needs and acceptance. **Action: Clerk.**

The Risk assessment was considered to be satisfactory.

It was noted that there is no longer a requirement to carry out an assessment of the internal audit arrangements but the recommendation was for Parish Councils to continue to do so. That said, it was considered that the current arrangements more than meet the needs of the council.

The insurance long term agreement is currently mid-term but the cover more than meets the Parish Council's requirements.

County Councillor Hakewill joined the meeting.

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Cllr. Hakewill spoke of the County Council's budget situation for the new year. He also said that Cllr Jim Harker has stood down as leader of the council and would be retiring as a councillor at next year's elections.

Regarding the temporary Amenity Weight Restriction Cllr, Hakewill said that he would be checking the situation over this. **Action: Cllr. Hakewill**

Cllr. Hakewill left the meeting at this point.

AGM/16/16 Correspondence

The Clerk circulated a list of correspondence received since the last meeting and various items were discussed.

AGM/16/17 New Albion Wind Farm Community Benefit Scheme Update

Cllr Abraham said that the Parish Council was waiting further developments in respect of the Community Benefit Scheme.

AGM/16/18 Recreation Ground

In the absence of Cllr. Thompson it was agreed to defer discussions about an all-weather pitch until the next meeting. **Action: Clerk**

AGM/16/19 Rushton Allotments

The Clerk had written to all existing tenants to determine their continued interest. As a result, two of the eight plots had been re-let and there was interest in the remaining one. Rent had been received from all tenants.

AGM/16/20 Defibrillator

The Chairman spoke of the interest from residents in the Parish Council providing a defibrillator for the village. Some guidance had been received from Aldwincle Parish Council which has recently acquired one and Cllr. Abraham said that he would make further enquiries.

Action: KA

AGM/16/21 Clerk's salary Review

The Chairman spoke of the current situation and had consulted with councillors about bringing the Clerk's hours in line with comparable councils by increasing them to 260/annum. Cllr. Gardiner proposed that this should be done, seconded by Cllr Tye and passed unanimously. The Clerk thanked councillors for their agreement to this.

AGM/16/22 Resolution: To accept the financial statement

The Clerk presented the final 2015-16 accounts for the Parish Council and the Community Minibus together with the overall Bank Reconciliation.

For 2016/17, the Clerk reported that £5,400.00 had been received from KBC as the precept, £10 for allotment rental and £30 had been received for private hire of the minibus.

Cllr. Gardiner proposed that the accounts be approved and this was seconded by Cllr. Tye.

AGM/16/23 To approve the Internal Auditor's Report

The Clerk presented Mr Arnott's report of the audit that he had undertaken earlier in the month. It was noted that the Parish Council has to register under the Data Protection Act.

Action: Clerk

AGM/16/24 To approve the Governance Statement of the Annual Audit Return

Cllr. Gardiner proposed that the Governance Statement be approved, seconded by Cllr. Palmer.

AGM/16/25 To approve the Accounting Statement of the Annual Audit Return

Cllr Gardiner proposed that the Accounting Statement be approved, seconded by Cllr. Palmer

AGM/16/26 Resolution: Invoices for payment

The following invoices were approved for payment, proposed Cllr. Tye, seconded Cllr. Palmer:

Retrospective

11.04.16 NCC Pipewell sign £459.60 Cheque No. 100760

CPRE Membership £36.00 Cheque No. 100761

Northants CALC £277.17 Cheque No. 100762

Came & Co. Insurance £700.65, cheque No. 100763

Mr Adam Curtis Website design £425.00 Cheque No. 100764

Ian Arnott Independent auditor £60.00 Cheque No. 100765

R Reed Reimburse for website fees £42.18 Cheque No. 100766

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Tim Alden Tree removal £900.00 Cheque No. 100767
Rushton Village Hall hire for meeting £20.00 Cheque No. 100768

Retrospective:

22.03.16 Bollington Insurance Brokers Ltd. £1149.82 Cheque No. 203

29.03.16 CTA UK Subscription £24.50 Cheque No. 204

29.03.16 R Gardiner Reimbursement for medical £50.00 Cheque No. 205

AK Kettering Station Ltd. £51.86 Cheque No 206

AGM/16/27 To agree meeting dates for 2016/17

It was agreed that the Parish Council will continue to meet on the 2nd Tuesday of alternate months as follows: July; September; November; January; March; May convening at 7:30pm.

AGM/16/28 Items requiring urgent attention; for information or future agendas

Items for the next agenda: Defibrillator; All-weather pitch.

The Clerk is to follow up KBC over "No dogs" signs for playground. **Action: Clerk**

Cllr. Mrs Brightman suggested some picnic tables be provided for the playground. Availability and prices to be checked. **Action: Clerk**

AGM/16/29 Date of the next meeting.

The next ordinary meeting of the Parish Council will be held on Tuesday 12 July 2016.

As there was no further urgent business the Chairman declared the meeting closed at 9:15pm.

Chairman

Date