

RUSHTON PARISH COUNCIL

Parish Council Meeting Minute Book

Draft Minutes of the Annual General Meeting of the Parish Council held on Tuesday 9th May 2017 in the Village Hall following the Annual Parish Meeting.

Attendance

Kevin Abraham
Peter Palmer
Joy Brightman
Paul Wass
Colin Spickett
Nigel Tye
Peter Hooton
Mark Thompson
Bob King

Richard Reed, Clerk to the Parish Council

Cllr. David Howes KBC
Cllr. Jim Hakewill NCC (Part meeting)

There were two parishioners in attendance.

AGM/17/01 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. King and carried unanimously. As there were no further nominations, Cllr. Abraham was elected to serve as Chairman for the forthcoming year. Cllr. Abraham expressed concern over the time that he has available due to other commitments. Cllr. King said that councillors would have to provide support for him.

AGM/17/02 Election of Vice-Chairman and Declaration of Office

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

AGM/17/03 Apologies

Apologies had been received from Cllr. Gardiner. Cllrs. Hooton and Thompson would have to leave early.

AGM/17/04 Rushton Landfill site

No one was present from Mick George Ltd.

AGM/17/05 Election of Responsible Finance Officer

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

Proposed, Cllr. Abraham, seconded Cllr. Wass.

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

AGM/17/06 Appointment of Independent Auditor

In view of current uncertainty over Mr Arnott, this item would be deferred until the next meeting. (See AGM/17/23)

AGM/17/07 Declaration of Interest in items on the agenda

Cllr. Wass declared an interest in respect of item 14, specifically KET/2017/0085 as it concerned a neighbour's property.

AGM/17/08 To receive reports from the Police

In the absence of a Police officer, the Clerk presented the crime reports for March and April.

AGM/17/09 Resolution: To approve the minutes of the last meeting.

Having previously been circulated, the minutes of the meeting held on 14th March 2017 were agreed to be a true record, proposed Cllr. Wass, seconded Cllr. King.

AGM/17/10 Matters arising from item AGM/17/09

Cllr. King expressed concern over the attitude of Mr Lyndon Thomas at the last meeting and the general view was not to invite him to future meetings as his attendance was unproductive. Cllr. Spickett said that some on-site equipment had been taken away.

Cllr. Wass reported on the recent litter pick which had proved very successful. He will forward photographs for inclusion in an edition of The Triangle. **Action: PW/KA**

Chairman

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AGM/17/11 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/17/12 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. Cllr. Gardiner was nominated to join the Sub-group, nominated by Cllr. Wass and seconded by Cllr. King.

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: Membership now established as Cllrs. Mrs Brightman, Spickett, Hooton, King, Tye and Gardiner. Residents are represented by Jackie Hands and Lawrence Mackley.

AGM/17/13 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

AGM/17/14 To receive the Planning Report

Cllr. King presented the Planning Report a copy of which is appended to these minutes. Cllr. Wass commented on KET/2017/0085 but did not vote.

Cllr. Hakewill arrived at 8:05pm

As requested by KBC, Cllr. King will write to Corby Borough Council direct in respect of the Parish Council's comments on KET/2017/0321.

Nothing further had been heard about the Gladman Appeal.

AGM/17/15 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 considered that the current arrangements for the internal audit more than meet the needs of the council but the Clerk would be introducing quarterly controls during the year.

Action: Clerk

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

AGM/17/16 Correspondence

The Clerk circulated a list of correspondence received since the last meeting and various items were discussed. Following a query from John Jefferis, the Clerk had contacted Came & Co. over insurance scenarios associated with the minibus and presented the company's response.

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

Cllr King gave an update in respect of the scheme. A meeting is scheduled for next week.

Chairman

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AGM/17/18 Recreation Ground

The replacement hedging plants had been put in. Cllr. Abraham asked about the situation given the dry weather. Cllr. Thompson said that they were still alive but needed watering.

AGM/17/19 Rushton Allotments

The Clerk said that four plots were still available. It was suggested that KBC is contacted to see if any interest had been expressed with that authority. **Action: Clerk**

AGM/17/20 Defibrillator

Owing to other commitments, Cllr. Abraham had not made any progress on this item. Cllr. Wass offered to look into the matter and Cllr. Howes would forward details of the Stoke Albany contact where that parish Council is in the process of acquiring a defibrillator. **Action: PW/DH**

AGM/17/21 Definitive Map and Rights of Way Improvement Plan

The Clerk discussed the updated Definitive Map and the questionnaire in respect of the Improvement Plan. He will forward a pdf of the map and details of the questions. **Action: Clerk**

Cllr. Hooton left at 8:23pm

AGM/17/22 Resolution: To accept the financial statements for 2016/17 and 2017/18

The Clerk presented the final 2016-17 accounts for the Parish Council and the Community Minibus together with the overall Bank Reconciliation. It was proposed by Cllr. Tye and seconded by Cllr. Palmer that these be approved.

For 2017/18, the Clerk reported that £5,600.00 had been received from KBC as the precept. Cllr. Wass proposed that the accounts be approved and this was seconded by Cllr. King.

AGM/17/23 To approve the Internal Auditor's Report

The Clerk said that Mr Arnott had rearranged the internal audit as the final bank statement was outstanding. However, he did not attend on the rearranged date and the Clerk had not been able to contact him. If contact could not be made, the Clerk would ask NCALC to carry out the audit. **Action: Clerk**

AGM/17/24 To approve the Governance Statement of the Annual Audit Return

Cllr. Tye proposed that the Governance Statement be approved, seconded by Cllr. Wass.

Cllr. Thompson left at 8:30pm

AGM/17/25 To approve the Accounting Statement of the Annual Audit Return

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

AGM/17/26 Resolution: Invoices for payment

The following invoices were approved for payment, proposed Cllr. King, seconded Cllr. Wass:

Retrospective

20.04.17 R Reed. Reimbursement for hedge plants £107.67 Cheque No. 100789

21.03.17 CTA UK Subs. £24.50 Cheque No. 220

20.04.17 AK Kettering Station Ltd £60.00 Cheque No. 221

20.04.17 Tyetune Auto Services £95.99 Cheque No. 222

Rushton Village Hall £70.00 Cheque No. 100790

Northants CALC £283.95 Cheque No. 100791

Mr Adam Curtis Website maint. £165.00 Cheque No. 100792

Came & Co. Insurance £730.98, cheque No. 100793

R Reed Reimburse for website domain £7.19 Cheque No. 100794

AGM/17/27 To agree meeting dates for 2017/18

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/17/28 Items requiring urgent attention; for information or future agendas

The Chairman congratulated Cllr. Hakewill on his re-election.

Cllr. Hakewill offered a contribution towards the defibrillator, spoke of activities at the trout farm and suggested a meeting with the Chairman over traffic management. He has also passed the MiDAS minibus test and is available as a driver. The proposed Corby west development was discussed.

Chairman

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Cllr. Howes spoke of the noise from the wind farm and the enforcement of conditions. He noted that the Pipewell streetlight had still to be repaired.

It was noted that the damaged sign at Oakley Hay was on the Street Doctor system.

AGM/17/29 Date of the next meeting.

The next ordinary meeting of the Parish Council will be held on Tuesday 11 July 2017.

As there was no further urgent business the Chairman declared the meeting closed at 8:48pm.

Chairman

Date