

LITTLE ADDINGTON PARISH COUNCIL

Minutes of the Meeting held at Saint Mary the Virgin Church, High Street, Little Addington on Tuesday 21 February 2023 at 7.30pm

Present: Councillors: L Brown, J Cocks, M Drinkall, J Powell

Clerk: Claire Waring

In attendance: Tom Brown and Angela Shepherd as prospective councillors.

	Cllr Brown welcomed Tom Brown and Angela Shepherd to the meeting,					
23/026	To receive and approve apologies for absence. Apologies received from Cllr D Maxwell.					
23/027	Public open time. No members present.					
23/028	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. No interests declared.					
23/029	To receive and approve for signature the minutes of the meeting held on Tuesday 21 January 2023. Resolved: Minutes approved and signed by Cllr Brown.					
23/030	To note any matters arising from the minutes not included on this agenda for report only. Resolved: The PWLB invoice for £471.03 had been received and was due for payment. It was agreed that this should be paid. Notice of an online course relating to year-end accounts had been received. Cllrs Brown and Cocks and the Clerk to attend.					
23/031	To receive and approve the balance of accounts/bank reconciliation. Resolved: Bank reconciliation received and approved.					
23/032	To receive and approve the bank statements. Resolved: Bank statements received and approved. Signed by Cllr Brown.					
23/033	To approve and authorise payments of the following invoices. Resolved: Payment proposed by Cllr Powell, seconded by Cllr Drinkall and approved.					
	Payment date	Chq No. Payment Ref	Payee	Item	Total Amount	Amount net of VAT
	01.02.23	BACS	HSBC	Bank Account	£8.00	£0.00
	22.02.23	DD	PWLB	Lighting loan	£471.03	£0.00
23/034	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. Resolved NE/22/01342/FUL – Parish Council comments had been addressed.					
23/035	To note planning decisions made by NNC. Resolved: NE/22/011181TPO and NE/22/01352/TPO – Works to trees at sewage works. Consent had been granted.					
23/036	To progress works to the war memorial and resolve what action, if any, is to be taken. Resolved: Work still progressing by Cllr Cocks.					
23/037	To receive an update from Cllr Maxwell regarding the village advertisement signage and resolve what actions, if any, are to be taken. Resolved: Sarah Barnes had visited the site but no report has yet been received.					

23/038	<p>To receive an update from Cllr Powell on the options for website design and to resolve what actions, if any, are to be taken.</p> <p>Resolved: Cllr Powell reported that there was an improved method of uploading documentation to the site. He will determine what needs to be uploaded. The cost for the Wix site is around £10/month (£120/year). Including emails in the system will increase the cost to around £200/year. Cllr Powell will transfer the domain name from Wordpress to Wix. He will prepare user documentation.</p>
23/039	<p>To receive an update from Cllr Powell and Cllr Drinkall on the use of social media and resolve how LAPC will use social media.</p> <p>Resolved: This will be integrated with the website when this is completed.</p>
23/040	<p>To receive information from Cllr Powell regarding broadband.</p> <p>Cllr Powell reported on the broadband situation in the village, particularly by the new development.</p>
23/04	<p>To consider identity cards for Councillors and decide what action is to be taken, if any.</p> <p>Resolved: Investigations will be made by the Clerk about a possible official identity card for Parish Councillors.</p>
23/042	<p>To review the quotes for grass cutting and weed culling and decide what action is to be taken.</p> <p>Resolved: The quote from Turney Landscaping was accepted but the company would be asked to inform the Council of the cutting schedule and to include the date of the cut on the invoice. Proposed Cllr Powell; Seconded Cllr Brown.</p>
23/043	<p>To review the car parking situation around the village, noting areas such as the village green and Amen Place and look at options to make safer and to resolve what actions, if any, are to be taken.</p> <p>Resolved: Possible solutions will be investigated, especially for the village green.</p>
23/044	<p>To discuss and agree quotes for tree care in the village and to resolve what actions, if any, are to be taken.</p> <p>Resolved: The Parish Council will undertake the works to ensure the area is safe.</p>
23/045	<p>To discuss formation of a working group regarding trees to be planted as part of the Queen's green canopy.</p> <p>Resolved: Cllr Brown has acquired 15 amenity whips. It was agreed that Cllr Brown and Cllr Cocks would identify suitable locations and arrange for the trees to be planted as soon as possible.</p>
23/046	<p>To review the works to highways adjacent to the new housing development and resolve what actions, if any, are to be taken.</p> <p>Resolved: The proposal for a 30mph limit along Irthlingborough Road was supported but it was agreed to ask that the limit be extended to the existing 40mph sign before Chapel Hill for safety reasons and that the chicanes are completed as part of this proposal.</p>
23/047	<p>To review the damage left by the contractors completing building works around Amen Place and to resolve what actions, if any, are to be taken.</p> <p>Resolved: This is ongoing.</p>
23/048	<p>To review the request for uplift in contributions to Saints Alive and resolve what actions, if any, are to be taken.</p> <p>Resolved: As no further request for increased payment had been received it was agreed that this should remain as previously. Proposed Cllr Drinkall; Seconded Cllr Powell.</p>
23/049	<p>To review the request for a Christmas tree on the Green in 2023 and to resolve what actions, if any, are to be taken.</p> <p>Resolved: Agreed, subject to item 23/050. Proposed Cllr Drinkall; Seconded Cllr Brown.</p>

23/050	To consider the electricity community supply on the Green. Resolved: Cllr Brown will contact Western Power.
23/051	To note the three Councillor vacancies and to resolve to advertise vacancies around the village and in Saints Alive. Resolved: An advert has been placed in Saints Alive for March. There had been two expressions of interest.
23/052	To review the Clerk vacancy and to resolve what actions, if any, are to be taken. Resolved: Claire Waring had been appointed.
23/053	To change the bank signatories and access to the accounts. Resolved: Bank signatories would be Cllr Brown, Cllr Cocks and the Clerk. Proposed Cllr Powell; Seconded Cllr Drinkall.
23/054	To settle the Jubilee payments. Resolved: The agreed amounts will be placed on the March agenda for approval. It was agreed that expenditure for the Coronation would be taken from the monies due to both villages and any remaining after the event would be split between them.
23/055	To determine the dates for the coffee morning and the litter pick. Resolved: The coffee morning will be on 22 April and the litter pick on 3 June. Cllr Brown will approach the Bell about hosting the coffee morning,
23/056	To review signage for Burrows Farm Lane. Resolved: The Clerk will contact Sarah Barnes for a progress report.
23/057	To consider the village Neighbourhood Plan and consider a questionnaire to residents requesting issues that they wish the parish Council to address. Resolved: Cllrs Brown, Drinkall and Powell will form a working group. It was noted that Great Addington had completed a neighbourhood plan and this could possibly be used as a basis. A questionnaire would ask for topics within the Council's remit. The Plan would be discussed at the coffee morning.
23/058	To receive a report from the Coronation working group. Cllr Cocks reported that plans included a display of historical photographs of the two villages in the Memorial Hall, activities in the churches, a prize draw for hampers, a barbeque, a disco, a cake competition and a crown competition. Third party food vendors were being approached. Events would be publicised in Saints Alive and on Facebook.
23/059	To decide on items to be included in the next issue of Saints Alive. Resolved: To include the coffee morning, the litter pick and vacancies on the Council.
23/060	To receive an update from Cllr Maxwell on the business at North Northamptonshire Council. Not Applicable: Cllr Maxwell was not in attendance.
23/061	To confirm the date and time of the next Parish Council meeting. Resolved: The date for the next meeting is 21 March 2023 at 19.30. It was agreed by LAPC that subsequent meetings will be held on the third Tuesday of each month but the meeting in April would be on the 11th.
23/062	To close the meeting. The meeting closed at 21.29.

Signed:

Dated: