

Little Addington Parish Council

All Councillors are hereby summoned and required to attend the Annual Meeting of Little Addington Parish Council to be held at Saint Mary the Virgin Church, High Street, Little Addington NN14 4AY on Tuesday 21 May 2024 commencing at 7.30 pm to transact the business below.

Signed : 

Claire Waring – Clerk to Little Addington Parish Council – Dated 15 May 2024

Stoneycroft, Back Lane, Little Addington, NN14 4AX. Tel: 07927 978519.

Email: littleaddington.clerk@yahoo.com Website: <https://littleaddingtonparishcouncil.com>

THIS IS A PUBLIC MEETING TO WHICH MEMBERS OF THE PUBLIC AND PRESS ARE INVITED AND YOU MAY BE FILMED, RECORDED AND PUBLISHED. COPIES OF ALL COUNCIL PAPERS ARE AVAILABLE TO DOWNLOAD AT: <https://littleaddingtonparishcouncil.com>.

AGENDA

- LAPC24/001 To elect the Chairman for 2024/25.
The Council will elect the Chairman for 2024/25 to be followed by the signing of the Chairman's Declaration of Acceptance in the presence of the Clerk.
- LAPC24/002 To elect the Vice Chairman for 2024/25.
- LAPC24/003 To receive and approve apologies for absence (reasons to be advised).
- LAPC24/004 Public participation session.
Members of public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representations through the chairman).
- LAPC24/005 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.
(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a disclosable pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
- LAPC24/006 To receive information requests in accordance with the Freedom of Information Act 2000.
- LAPC24/007 To resolve to exclude members of the public from the meeting when agenda items containing confidential information are transacted.
- LAPC24/008 To allocate Councillors' roles and responsibilities including representatives to external bodies.
- LAPC24/009 To remind councillors of the requirement to complete their declarations.
- Internal Audit**
- LAPC24/010 To approve the Certificate of Exemption. To be signed by the RFO and the Chairman.
- LAPC24/011 To receive and note the Annual Internal Audit Report 2023/24 and actions required.
- LAPC24/012 To approve the Annual Governance Statement 2023/24 (Section 1). To be signed by the Chairman and Clerk of the meeting.
- LAPC24/013 To approve the Accounting Statements 2023/24 (Section 2). To be signed by the Chairman.

LAPC24/014 To approve the end of year bank reconciliation and end of year cashbook.

LAPC24/015 The RFO to set the commencement date for the exercise of public rights.

Minutes and Meetings

LAPC24/016 To receive and approve for signature minutes of the meeting held on Tuesday 16 April 2024.

LAPC24/017 To receive the draft minutes of the Annual Parish Meeting held on Tuesday 14 May 2024.

LAPC24/018 To note any matters arising from the minutes not included on this agenda, for report only.

LAPC24/019 To report on the Internal Control Councillor Checklist.

LAPC24/020 To confirm dates and times of ordinary council meetings in 2024/25.

Finance

LAPC24/021 To receive and approve the balance of account/bank reconciliation for current and MM accounts.

LAPC24/022 To examine and approve the Bank Statements.

LAPC24/023 To undertake a check of expenditure against the budget.

LAPC24/024 To approve any changes to the asset register.

LAPC24/025 To note the following receipts.

Date	Payer	Description	Amount (inc VAT)
19/04/24	NNC	Precept	£16,095
09/05/24	HMRC	VAT claim	£893.83

LAPC24/026 To approve and authorise payments of the following invoices.

Invoice Reference	Payment method.	Payee	Item	Total	Amount net of VAT	Power to Make Payment
02.24/25	VISA	Microsoft	email accounts	£12.36.00	£12.36	LGA 1972 S111*
03.24/25	DD	npower	Electricity	£459.10	£437.24	LGA 1972 S111*
05.24/25	BACS	St Mary's Church	Meeting room hire 2023	£250.00	£250.00	LGA 1972 S111
06.24/25	BACS	St Mary's Church	Contribution to the floodlights	£250.00	£250.00	LGA 1972 S111
07.24/25	BACS	Midland Conservation	War memorial	£2523.60	2103.00	LGA 1972 S111
08.24/25*	BACS	Miltons Wallpapers	Rocks	£144.00	£120.00	LGA 1972 S111
09.24/25	BACS	Cut Crew	Mowing (Mar)	£200.34	£166.95	LGA 1972 S111
10.24/25	BACS	Cut Crew	Mowing (Apr)	£200.334	£166.95	LGA 1972 S111
11.24/25	DD	npower (final)	Electricity	£123.94	£118.04	LGA 1972 S111*
12.24/25	BACS	IC Waring	Salary (Apr)	£212.60	212.60	LGA 1972 S112
13.24/25	BACS	HMRC	Tax (Apr)	£53.00	£53.00	LGA 1972 S112
14.24/25	CHG	HSBC	Current account	£8.00	£8.00	LGA 1972 S111*
15.24/25	VISA	Microsoft	email accounts	£53.52	£53.52	LGA 1972 S111*
14.24/25	BACS	NNC	Dog poo bins	£62.90	£62.42	LGA 1972 S111

* Paid by direct debit or VISA debit.

- LAPC24/027 To report on the clerk's review.
- LAPC24/028 To receive details of the clerk's hours.
- LAPC24/029 To consider allocating a budget to the clerk for ad hoc training.
- LAPC24/030 To consider renewal of the Council insurance.
- LAPC24/031 To report on the sale of the lease for the substation on Church Lane.
- LAPC24/032 To report on the electricity supplier for the village lighting.

Planning

- LAPC24/033 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.

(a) Kettering Energy Park.
- LAPC24/034 To note planning decisions made by NNC.
- LAPC24/035 To report on the situation with the chicanes on Irthlingborough Road and lighting at the Howards Way development and consider adoption of the proposed solar lighting.
- LAPC24/036 To report on the signage on Burrows Farm Lane.
- LAPC24/037 To report on the acquisition of VAR signs.

Council and village matters

- LAPC24/038 To note any changes to the electoral roll.
- LAPC24/039 To receive a report from the LAPC Environmental Team (LA Bloomers) and consider its status.
- LAPC24/040 To receive a report from Cllr Cocks regarding works to the war memorial.
- LAPC24/041 To receive an update from Cllr Powell on the website and email accounts. Social media to be reviewed when the website is operational.
- LAPC24/042 To consider changing the email accounts to .gov.
- LAPC24/043 To consider the response from Openreach on provision of broadband in the village.
- LAPC24/044 To report on the training session on the use of the defibrillator.
- LAPC24/045 To receive an update on the electricity community supply on the Green.
- LAPC24/046 To review the car parking situation around the village, noting areas such as the village green and Amen Place and to report on actions taken.
- LAPC24/047 To receive a report on the provision of a plaque to mark the Queen's canopy trees.
- LAPC24/048 To receive a report from the village Neighbourhood Plan group.
- LAPC24/049 To receive a report from the LA/GA villages liaison group.

- LAPC24/050 To receive a report on the registration of The Bell as an Asset of Community Value.
- LPAC24/051 To receive any updates from the Clerk.
- LAPC24/052 To report on the preparation of an introductory leaflet for new residents in the village.

North Northamptonshire Council

- LAPC24/053 To receive an update from Cllr Maxwell on the business at NNC.

Saints Alive

- LAPC24/054 To decide on items to be included in the next issue of Saints Alive (July).

Future Meetings

- LAPC24/055 To identify any future agenda items for the meeting on 24 June.
- LAPC24/056 To close the meeting.