

# WEST HADDON PARISH COUNCIL

CLERK: Mrs Gill Wells

Email: westhaddonpc@gmail.com

You are summoned to attend the **Full Council Meeting** which will be held in the Baptist Chapel, Guilsborough Road, West Haddon, Tuesday 2<sup>nd</sup> July 2019. 7.30pm. Press and Public Welcome.

*Gill Wells*

27<sup>th</sup> June 2019

<b>Item No.</b>	<b><u>OPENING PROCEDURES</u></b>
19/77	REPORTS FROM POLICE, DDC & NCC REPRESENTATIVES IN VERBAL OR WRITTEN FORMAT (15 minutes maximum).
19/78	PUBLIC SESSION – Members of the Public are invited to address the meeting on agenda items only (15 minutes maximum). Please note it is unlawful to make decisions under this item.
19/79	APOLOGIES – Motion required to accept the apology and reasons for absence.
19/80	DECLARATION OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012. Members are asked to review their declarations of interest and to amend, sign & date where necessary or to complete a new form.
19/81	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council are asked to consider requests for consideration and re-submission of previous requests for dispensation.
19/82	MOTION TO RECEIVE AND APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING – 4 <sup>TH</sup> JUNE 2019.
19/83	MATTERS ARISING – Members or Officers are asked to raise queries or problems / issues relating to decisions made at the previous meeting 4 <sup>th</sup> June 2019.
19/84	CHAIRS REPORT.
19/85	CLERKS REPORT.
<b>Item No.</b>	<b><u>GOVERNANCE MATTERS</u></b>
19/86	COMMITTEE MEMBERSHIP – Members are asked to consider and approve the appointment of Members to Committees who were not present at the Annual Parish Council Meeting May 2019.
19/87	LOCAL GOVERNMENT REORGANISATION – Members are to receive a verbal update from the Clerk.
19/88	CLUSTER MEETING – Members are to consider items for inclusion on the agenda for the next cluster meeting, and representation from West Haddon Parish Council.
19/89	TRAINING REQUIREMENTS – Members are to consider training requirements and whether bespoke / shared training is applicable and, if so, what guidance is required.
<b>Item No.</b>	<b><u>PLANNING &amp; HIGHWAYS</u></b> – Plans can be viewed on the website - <a href="http://www.daventrydc.gov.uk/vds">www.daventrydc.gov.uk/vds</a>
19/90	WEST HADDON TRAFFIC MANAGEMENT WORKING PARTY – Members are asked to consider and approve next steps / requirements regarding the approved purchase of VAS signs – in particular their locations in terms of the S50 licence and the requirement to have poles installed.
19/91	HIGHWAY DRAINAGE MATTERS– Members are asked to consider next actions with regard evidence that drainage systems are damaged thereby increasing the risk of flooding to vulnerable properties in the parish.
19/92	PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION:- <ul style="list-style-type: none"> <li>• DA/2019/0352 2-4 NORTHAMPTON ROAD – Listed building consent for renovation of the building.</li> <li>• DA/2019/0440 WHITE HOUSE FARM, COLD ASHBY ROAD – Removal of conditions 12 of planning conditions to allow White House Farm to be sold off separately from the holiday let units.</li> </ul>
19/93	NOTIFICATION OF PLANNING APPLICATIONS GRANTED OR REFUSED:- <ul style="list-style-type: none"> <li>• DA/2019/0276 6 PRITCHARD CLOSE – Single storey rear extension – PERMISSION GRANTED.</li> </ul>
	DRAFT RIGHTS OF WAY IMPROVEMENT PLAN 2018-2028 – Received for consideration.
<b>Item No.</b>	<b><u>FINANCE, HUMAN RESOURCES &amp; PROJECT MANAGEMENT</u></b>

19/94	BANK RECONCILIATION & FINANCE REVIEW – Members are to receive and consider the latest detailed bank reconciliation & finance review (Budget versus expenditure) which is to be approved and signed by the Chair of the Council in accordance with the Councils internal control policy and procedure. Members of the Public are invited to email the Clerk at <a href="mailto:westhaddonpc@gmail.com">westhaddonpc@gmail.com</a> if they have any queries.
<b>31/05/2019</b>	<b>Current</b>
Current A/C	£106,991.28
Reserve A/C	£8,374.26
Unity A/C	£14,963.80
Still to be banked	£0.00
Unpresented Cheques	-£125.00
<b>Available 31/05/19</b>	<b>£130,204.34</b>
19/95	INVOICES FOR PAYMENT – Members are asked to consider and approve the payment of invoices received for payment.
19/96	TO RECEIVE THE MONTHLY REPORT FROM THE APPOINTED INTERNAL CONTROLLER AND TO AGREE / APPROVE ANY ACTIONS REQUIRED.
19/97	BANKING REQUIREMENTS – Members are to be apprised of requirements with regard to forms and signing arrangements, as per previous resolutions regarding banking mandates, in order to mitigate risks to the Council of being unable to make payments. Further, Members are asked to consider the requirement of a payment card and to consider applying restrictions. N.B. Financial regulations will be amended to satisfy the need to ensure robust protocols are in place.
19/98	PUBLIC WORKS LOAN AND GRANT APPLICATION UPDATE INCLUDING VERBAL REPORT FROM CLERK REGARDING FUNDING OPPORTUNITIES FOR COMMUNITY GROUPS AND ORGANISATIONS.
19/99	MAJOR PROJECTS REPORT AND CONSIDERATIONS:- <ul style="list-style-type: none"> <li>• Pavilion sewage connection.</li> <li>• Play area and approval required to release final payment.</li> </ul>
19/100	TRADE ACCOUNTS – Members are asked to consider the application for trade accounts to aid the role of EMO when purchasing equipment. N.B. A strict protocol for any expenditure and financial regulations will be amended to ensure robust protocols in place.
19/101	PLAYING FIELD BARRIER INCIDENT – Verbal update from the Clerk.
19/102	NEWSLETTER – Members are asked to consider printing the newsletter in colour and additional costs associated with this.
19/103	Motion – In accordance to the Admissions to meetings Act 1960 Members of the Public and Press are invited to leave the room during discussion of the following item.
19/104	STAFFING MATTERS:- <ul style="list-style-type: none"> <li>• To confirm the appointment of the Environmental Maintenance Operative West Haddon Parish Council, as per the recruitment policy;</li> <li>• To confirm acceptance of the role of Executive Officer West Haddon Parish Council, as approved by Council 4<sup>th</sup> June 2019.</li> </ul>
<b>Item No.</b>	<b><u>SPECIFIC AGENDA ITEMS FOR DISCUSSION AND CONSIDERATION</u></b>
19/105	S106 & WEST HADDON PARISH COUNCIL SPORTS PAVILION PROPOSAL – Members are asked to consider and approve the proposed plans for the development of the pavilion.
19/106	WEST HADDON PARISH COUNCIL SPORTS PAVILION – Members are asked to consider forthcoming non sporting events in the pavilion.
<b>Item No.</b>	<b><u>REPORTS FROM COMMITTEES / WORKING PARTIES</u></b>
19/107	<ul style="list-style-type: none"> <li>• NEWSLETTER WORKING PARTY</li> <li>• INFRASTRUCTURE &amp; FACILITIES WORKING PARTY</li> <li>• PLAYING FIELD COMMITTEE</li> <li>• FINANCE &amp; GENERAL PURPOSES COMMITTEE</li> <li>• PLANNING &amp; DEVELOPMENT COMMITTEE</li> </ul>
<b>Item No.</b>	<b><u>CLOSING PROCEDURES</u></b>

19/108	CORRESPONDENCE / EVENTS NOT LISTED ABOVE – Members are to be apprised of correspondence and events not listed elsewhere on the agenda.
19/109	ITEMS FOR THE NEXT FULL COUNCIL MEETING & ITEMS FOR THE NEWSLETTER – Members are asked to notify the Clerk of items they wish to be included on the next agenda and in the newsletter.
18/110	DATE OF NEXT MEETINGS:- <ul style="list-style-type: none"><li>• 6<sup>th</sup> August 2019</li></ul>