

WEST HADDON PARISH COUNCIL

EXECUTIVE OFFICER: Mrs Gill Wells

Email: westhaddonpc@gmail.com

You are summoned to attend the **Full Council Meeting** which will be held in the Baptist Chapel School Room, Guilsborough Road, West Haddon, Tuesday 5th November 2019. 7.30pm. Press and Public Welcome.

Gill Wells

30th October 2019

Item No.	<u>OPENING PROCEDURES</u>
19/227	REPORTS FROM POLICE, DDC & NCC REPRESENTATIVES IN VERBAL OR WRITTEN FORMAT (15 minutes maximum).
19/228	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.
19/229	APOLOGIES – Motion required to accept apologies and reasons for absence.
19/230	DECLARATION OF INTERESTS under the localism act 2011 and the relevant authorities (DPI) regulations 2012.
19/231	REQUESTS FOR DISPENSATIONS to be received in writing by the Clerk. The Council are asked to consider requests for consideration.
19/232	MOTION TO RECEIVE AND APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING – 1 st October 2019.
19/233	MATTERS ARISING – Members or Officers are asked to raise queries / issues relating to decisions made at the previous meeting 1 st October 2019 – please note no decisions can be made under this item.
Item No.	<u>GOVERNANCE MATTERS</u>
19/234	TERMS OF REFERENCE – To approve the Terms of Reference for the following Committees’:- <ul style="list-style-type: none"> • Finance & Human Resources; • Communications & Events Committee; • Planning, Neighbourhood Development and Highways Committee; • Assets & Facilities Management Committee.
19/235	CLUSTER MEETING – To receive the minutes and brief report regarding the recent cluster meeting 15 th October 2019.
19/236	FINANCIAL REGULATIONS – To approve the Financial Regulations for the Council as recommended by the Finance & Human Resources Committee.
19/237	LOCAL REORGANISATION NORTHAMPTONSHIRE – To receive update.
19/238	BURIALS MANAGER – To approve the official appointment of the burials manager.
19/239	ELECTIONS MAY 2020 – To consider the need to promote candidacy at the May 2020 elections.
Item No.	<u>PLANNING, NEIGHBOURHOOD DEVELOPMENT & HIGHWAYS</u> – Plans can be viewed on the website - www.daventrydc.gov.uk/vds
19/240	TO RECEIVE THE MINUTES FROM THE PLANNING, NEIGHBOURHOOD DEVELOPMENT AND HIGHWAYS COMMITTEE – Members are asked to raise any questions relating to the draft minutes, previously circulated.
19/241	PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION:- <ul style="list-style-type: none"> • DA/2019/0894 Land adjacent 25 Morrison Park Road – work to tree subject to TPO DA 257; • DA/2019/0879 64 Guilsborough Road – retrospective planning application for the retention of a 2 storey flat roofed side / rear extension.
19/242	FLOODING WEST END – To approve next actions with regard the failure of the water authority to acknowledge drainage issues.
19/243	PERSIMMON HOMES – LAND TRANSFER – To consider and approve actions required to proceed with the transfer of Public Open Space from Persimmon Homes to the Parish Council, Morrison Park Road.
19/244	STREET LIGHT ADOPTION – To formally approve the transfer of street lights to the Parish Council as the lighting authority, where developments have met the S38 requirements.
19/245	ALMSHOUSE DEVELOPMENT – To receive a report on the proposed new Almshouse construction and consider actions required by the Parish Council to support the development.

19/246	GRIT / SALT BINS WEST HADDON – To consider and approve any actions / siting of new bins in the Parish.
19/247	ROUNDAABOUT ADOPTION AND ASSOCIATED WORKS – To consider adopting roundabouts / requirements to ensure maintenance of these areas are maintained to a high level.
19/248	PARKING ENFORCEMENT – To consider whether parking enforcement warrants the associated costs and, therefore, should be included in the forthcoming budget discussions.
Item No.	<u>FINANCE & HUMAN RESOURCES</u>
19/249	TO RECEIVE THE MINUTES FROM THE FINANCE & HUMAN RESOURCES COMMITTEE – Members are asked to raise any questions relating to the draft minutes, previously circulated.
19/250	BANK RECONCILIATION & FINANCE REVIEW:- <ul style="list-style-type: none"> 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 westhaddonpc@gmail.com if they have any queries.
01/10/2019	Current
Current A/C	£103,133.50
Reserve A/C	£8,374.26
Unity A/C	£20,474.51
Still to be banked	£0.00
01/10/2019	£130,991.20
19/251	INVOICES FOR PAYMENT - To consider and approve the list of invoices received for payment and the methods of payment.
19/252	BUDGET REVIEW AND HALF YEARLY VIREMENT PROPOSALS – To consider viring monies from one budget heading to another.
19/253	ASSET REGISTER – To receive and approve the updated asset register.
19/254	INTERNAL CONTROL - To receive the monthly report from the appointed internal controller and to agree / approve any actions required.
19/255	BUDGET ITEMS FOR CONSIDERATION – To advise items for consideration in the forthcoming budget discussions.
19/256	BRITISH LEGION DONATION – To approve formally the sum of money to be donated to the British Legion as part of the annual commemoration event.
Item No.	<u>COMMUNICATION & EVENTS</u>
19/257	TO RECEIVE MINUTES FROM THE COMMUNICATION & EVENTS COMMITTEE - Members are asked to raise any questions relating to the draft minutes, previously circulated.
19/258	VE DAY COMMEMORATION EVENT MAY 2020 – To consider whether the Council wishes to participate in this commemorative event.
19/259	BONFIRE NIGHT – To receive a report on the recent Bonfire Night event and to consider and approve actions for future occasions.
Item No.	<u>FACILITIES & ASSET MANAGEMENT</u>
19/260	TO RECEIVE MINUTES FROM THE FACILITIES & ASSET MANAGEMENT COMMITTEE - Members are asked to raise any questions relating to the draft minutes, previously circulated.
19/261	PAVILION DEVELOPMENT – To receive notification of the planning approval for the pavilion development and approve next actions with regard the project and development.
19/262	SPORTS CLUB LICENCES FOR USE OF SPORTS FIELDS AND PAVILION – To consider the position with regard the licences and queries raised. To approve next actions with regard proceeding with the sports club licences and use of the pitches and pavilion.
19/263	GRASS CUTTING TENDERS – To receive an update regarding the grass cutting tender process and any issues arising therefrom.
Item No.	<u>SPECIFIC AGENDA ITEMS / CONSULTATIONS FOR DISCUSSION AND CONSIDERATION</u>
19/264	TRAINING REQUIREMENTS – Members are asked to advise what training requirements they have.
19/265	NEIGHBOURHOOD WATCH SCHEME – Members are asked to consider how the Parish Council can promote the scheme and agree next actions.

19/266	GOOD NEIGHBOURS SCHEME – To consider engaging with the scheme and agree next steps / actions.
Item No.	<u>CLOSING PROCEDURES</u>
19/267	EVENTS– Members are to be notified of events and approve representation from the Council. <ul style="list-style-type: none"> • Climate Control Meeting DDC 11th November 2019.
19/268	NEWSLETTER – Members are asked to forward ideas for inclusion in the next edition of the Newsletter.
19/269	ITEMS FOR THE NEXT FULL COUNCIL MEETING – Members are asked to notify the Clerk of items they wish to be included on the next agenda.
18/270	DATES OF NEXT MEETINGS:- N.B. Dates will be confirmed once agendas are issued dependent on meeting venue hire. <ul style="list-style-type: none"> • Assets & Facilities Management (informal members meeting) – 11th November 2019 • Finance & Human Resources Committee – 18th November 2019 • Assets & Facilities Management Committee (informal meeting with clubs) – 25th November 2019 • Full Council – 3rd December 2019 • Communications & Events Committee – 4th December 2019 • Finance & Human Resources Committee – 9th December 2019