

6. **MINUTES** of previous meeting to be agreed & signed

These had been previously circulated & were duly proposed, seconded & signed by the Chairman as a correct record with the following amendments:

- Typing errors: add K to Mackintosh, add E to Roade, Jacqui spelt incorrectly.
- Church planter is looked after by Julie

7. **MATTERS FOR REPORT** New & arising from the previous Minute

- PC Vacancy – information has been sent to West Northants – advert to go onto face book page, in the next edition of the newsletter & on the notice board.

Working Groups – Lead Members agreed

a) **Face Book** - Katie Spruels

b) **Website:** - Colin Neil, Katie Spruels

c) **Wardens:**

Footpath Warden:

- There is a vacancy- to be advertised
- No letter of resignation has been received from the present Warden.
- Clerk to write & ask for the return of the footpath map which can be put through the door of 27a Lower Road.

Neighbourhood Watch – Katie Spruels

Dog Warden: Janet Winchester

d) **Finance:** Ed James & The Clerk (RFO)

- A finance working group to be organised.

e) **Planning:** P. Heath

f) **Community Environment:** N. Jagger, K. Marshall, Paul Heath

- Christmas Tree lights on the Green – insurance cover to be queried as lights belong to fund raising committee.
- Clerk to query if PC insurance covers carol singers on the Green.
- Grass mowing contract – PC to produce a contract for tender in readiness for the 2023 season.
- Clerk to contact Les Finn regarding work on the War Memorial.
- To note: Mr Mackintosh will tidy up the broken stile on rectory Lane.
- Motocross – Clerk to write to organisers regarding poor parking for the latest event.

g) **Highways**

- Site visit made to Collingtree Road site opposite the village Park by Cllr Phil Larratt the WNC Cabinet portfolio holder for highways & Helen Howard, WNC highways liaison officer along with MM Ward Member Cllr Ann Addison to discuss what safety improvements could be made to the highway outside the children's play area. Advice given to wait until the new highways contract has been awarded. It was suggested that funding from the RFT should be spent on the project. Helen Howard would return with engineers once the new contract had been awarded. Three PC members attended – P. Heath, J. Winchester & B. Jenks.

h) **Lighting** J. Winchester

● **Village Park** - N. Jagger & B Sumpton

- Members to check play equipment on a monthly basis – Chairman to make inspection in May.
- Quote accepted from Mr Mackintosh to refurbish the park metal boundary fence
- Neil & Brian have watered the trees, shrubs & plants & pruned the shrubs.
- The Jubilee tree is a Rowan
- Jubilee tree sign – P. Heath to order a stainless steel sign with metal spike.

- Annual Inspection – Wicksteed no longer make inspections but have recommended Alan Douglas at Safe Play who asks for the following information to enable him to send a quotation
 - a) Location of the playground
 - b) Size of the playground
 - c) Photographs
 - d) Pieces of equipment
- i) **Parish Council Newsletter:**

8. CORRESPONDENCE – dealt with through other headings

9. PLANNING – Plans received & Determined

Application	Location	Proposal	P.C Comment

- **Area**
 - a) Correspondence received from Mr J. Forskitt regarding boundary changes which has included the paddock which butts the rear of his property.
 - b) The Clerk contacted the WNC head of planning policy for up to date maps & an explanation which were duly sent to all members. P. Heath also spoke to the planning officer confirming the information sent.
- **SEGRO**
 - a) PC informed that no trains would use the Segro site for some time.
 - b) Building of industrial units to continue
J. Winchester & P. Heath to attend a meeting regarding the lack of trains.

10. FINANCE

- Bank Balances

Current Account	£200.00
Reserve Account	£41,621.72
- Monies received

1 st half of annual precept	£14,750.00
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- Audit matters
 - a) Internal NCALC auditor Claire Tilly, External auditors Littlejohn
 - b) Internal audit to take place on Monday 25th May 2022
 - c) Annual Return to BDO by end of June.

Invoices: It was proposed seconded and resolved that the following invoices be paid:

Cheque No.	Payee	Information	Amount	VAT	Total
2504	J. Winchester	Lock for village park	24.00		24.00
2505	HMRC	Clerk's PAYE	70.80		70.80
2506	E. ON	Lighting maintenance	174.32	34.86	209.18
2507	Hawk Pest Control	Rabbits in the park	30.00		30.00
2508	A. Addison (Clerk)	Salary & Expenses	283.37	42.48	325.85
2509	J. Winchester	Plants for 2 planters	41.98		41.98

The following items were agreed and adopted for the ensuing year
Adoption of the Annual Return – all AGAR paperwork signed by the Chairman.
Adoption of Financial Regulations & Risk Analysis Policy
Adoption of Discrimination Policy & Complaints Procedure Policy
Adoption of Standing Orders
Adoption of Mrs. A. Addison as Responsible Financial Officer
Agreement to set up a new finance working group

There being no further business, the Chairman closed the meeting at: 9.55 pm

DATE & TIME OF NEXT MEETING: 7.30pm, Tuesday, 14th June 2022

Signed: **Dated:**