

Old Stratford Parish Council

MINUTES OF THE OLD STRATFORD PARISH COUNCIL ANNUAL MEETING
Held on 12th May 2009 at the Memorial Hall, 2 Deanshanger Road

Present:

Cllrs Mr R Whittaker (in the chair), Mrs B Bucknell, Mr D MacDonald, Mr A Pateman, Mr G Rogers, Mrs P Stevenson & Mrs S Tomlinson
Also present were Mr D Everett (Clerk) and 2 members of the public

1. Election of Chairman & Vice Chairman

Proposed by Cllr Pateman seconded by Cllr MacDonald that Cllr Whittaker continue as Chairman
With no other nominations elected unopposed

Proposed by Cllr Bucknell seconded by Cllr Tomlinson that Cllr Pateman be elected Vice Chairman
With no other nominations Cllr Pateman was elected unopposed and accepted the position

2. Declaration of Acceptance

Both Chairman and Vice Chairman signed the Declaration of Acceptance

3. Apologies for Absence

Cllrs Mr B Clayton (work away), Mrs S Harris (by way of letter of resignation (circulated) Notice posted), Mr P Philbrick (holiday)(E-mail contents noted), Dr L Ward (E-mail contents noted) & Mr A Walker (SNC)(protocol re NCC elections)

4. Members Declaration of Interest (for items on the Agenda)

None

5. Election of Working Groups and Representatives

The following working parties and representatives were then agreed 2009 / 10

Planning: Further discussed and agreed to continue by way of full council and current practice

Finance: Cllrs Whittaker, MacDonald, Stevenson & Tomlinson

General Purpose: Cllrs Clayton, Pateman, Rogers & Ward,

Scrutiny Committee: Cllrs Clayton, Pateman, MacDonald & Whittaker

Transport Representative: Cllr Rogers (with the clerk) (to include PT Time-tables)

Pocket Park: The clerk

Parish Plan: Cllr Ward (and others as required)

OS Parish Charity: Cllr Whittaker

Parish Path Warden: Cllr Bucknell

Whalley's Charity: The clerk

Members absent to be canvassed about representing WGs

RESOLVED That where appropriate and subject to agreed conditions, the clerk would continue to deal with matters under Delegated Powers which would be reported to the Chairman (or Vice Chairman) and at the next meeting of the Council (Delegated Powers to be listed to avoid dispute)

6. Adoption of Standing Orders, Financial Regulations & Risk Assessments for 2009/2010

RESOLVED That SO's as amended, Revised Code of Conduct, Finance and Risks Assessments previously adopted reviewed and amended and the new Internal Audit 'Terms of Reference' be formally adopted for 2009 / 2010 along with Internal Audit Requirements

* Copies of SOs, Code of Conduct, Complaints Procedure and adopted Financial Regulations and Risk Assessment had been previously copied to all members

7. To Sign and Approve Minutes of the Meeting dated 14th April 2009

Minutes of the meeting held 14th April 2009 were approved and signed as a correct record

8. Matters Arising from the Minutes (for information only)

(a) OS County Primary School Minute 7(a)

Meeting deferred as local children now included class + 33/34 (NCC policy failure)

* Deferred until July meeting (26th June LEA / School meeting takes place 26/6 – Cllr Tomlinson)

(b) Interim Rural Housing Policy Minute 9(a)

Draft Approved by SNC Cabinet Consultation until 29 May) – also Draft Supplementary Planning Document: Affordable Housing (West Northamptonshire Joint Planning Unit) Discussed

* Previously copied to members > action agreed before reply date

(c) Appeal APP/Z2830/A/09/2098045/NWF Minute 9(c)

OSPCs report to Planning Inspector > circulation file

(d) NCC Interim Head of Transport & Highways Minute 9(q)

The Way Forward Event / Working Together on Thursday 23 April @ The Park Inn Hotel, Silver Street, Northampton from 17.30 > Cllr Ward not present deferred

9. Outstanding Activities (circulated with the Agenda)

SIDs and Allotments updated. Safe Communities Scheme Surgery held this day updated by Cllr Pateman (Parking, Ball games, Traffic & Safety issues raised)

* Cllr Pateman reported on SID costing and gave a recommendation for £2,625pu mobile fixed to posts (Battery rather than solar) > report circulated. Advertising also discussed - NFA.

RESOLVED to approve SIDs subject to further details.

10. To consider cost of play area extension Cosgrove Road / Chapmans Drive

Costing prohibitive > NFA

11. To Sign and Approve Minutes of the AOM dated 7th April 2009 (Copies last meeting)

Minutes of the meeting held 7th April 2009 were approved and signed as a correct record

12. Matters Arising from the AOM Minutes and those Actioned

None outstanding (action outlined April minutes)

13. Public Speaking Time

Meeting closed for this item

14. District & County Councillor Reports

(a) Cllr Mobaraki (SNC)

(b) Cllr A Walker (NCC)

Neither present – no reports

15. Planning

(a) Applications Received

S/2009/0415/P Rear ground floor and first floor extension 29 Oxfield Park Drive
(no details) (> next meeting)

(b) Permission Granted / Refused / Recommendations to Committee

(c) Enforcement / Appeals

16. Press Notices

None

17. Correspondence (list at meeting)

(a) British Gas

Confirmation of renewal of Gas Contract for the Memorial Hall

(b) West Northamptonshire Joint Planning Unit

Notification of online error (Affordable Housing Need i.e. Local Housing Market Intelligence and Allocations and need tables – response date remains 21 May 2009 > see 8(b)

* (c) SNC Executive Secretary

Armed Forces Day – ‘Fly a Flag for our Armed Forces’ – 22 June 2009 @ SNC car park 10.30am
* Noted

* (d) CPRE Northamptonshire

AGM 7.30pm Tuesday 9 June 2009 @ Great Houghton

* Attending – NFA OSPC meeting

(e) SNC Electoral Services Assistant

European and County Council Elections – Thursday 4 June – MH Hall use confirmed

(f) NCC Highways Adoption

London Road OS, Phases 1 & 2 (Oxfield Park Drive) adoption being considered

* Clerk requested PL certification and repairs before adoption considered

(g) SNC Customer Services Officer

Courtesy notification from BT Payphones that Public Phone will card only with cash payment facility removed > noted for file

(h) Equality and Human Rights Commission

Public Sector Equality Duties and the forthcoming Equality Bill (Age, Disability, Gender, Gender Identity, Race, Religion or Belief and Sexual Orientation) for 2011 for a single public duty

* Circulated for info and action

* (i) Northants / CALC Principal Officer

Circular to Parish Councils regarding Swine Influenza and (Pandemic). 1 confirmed case in Northants > visit HPA & NHS Choices websites – Good neighbourliness promoted

* NFA required

* (j) Northants / CALC Training Development Officer

Planning Aid - free Training session 20th May 2009 6 – 8.30pm Kings Park Conference Centre, Moulton Park, Northampton – info on s106 agreements and the new Community Infrastructure Levy as well as opportunities for community involvement

* No attendee

18. Finance

(a) The Council to approve End of Year budgetary control (with Agenda)

(b) The Current State of Finance (Excluding Commuted Sums / Nationwide a/c's)

Treasurer's a/c: £78.90

Business Call a/c: £26,141.02

Earmarked Reserves: £15,067.78 (includes MH income)

Available Capital = £8,035.09

* Bank signatories finally completed

+ Update on Commuted Sums (6/5 + £100,190.28 = £116,406.92)

(Last month Cllr MacDonald highlighted the level of Reserve against spending given the precept level agreed) therefore:-

In order to balance the books especially the level of available Capital the Clerk advise that as an application was being submitted for the SBR replacement (and existing funds fell short) that the Youth Fund be transferred to Capital Reserves giving an acceptable level of Parish funds until Oct
RESOLVED that the Youth Fund be transferred to Income Reserves

Proposed by Cllr Whittaker seconded Cllr Pateman and unanimously carried for approval

(c) The Payment of outstanding accounts listed below

001604 PC World Business: £617.32 (New PC > paid 20/4/09)

001605 Clerks Stipend: £652.92 (April Adj new rate £637.46)
001606 HMRC: £203.44 (Income Tax + NIC)(Adj new rate £200.24)
001607 Petty Cash: £68.23 (Additional Mileage/ISP Help + Handbook)
001608 Cleaner: £85.00 (MH / RG litter pick)
001609 ACS: £20.00 (MH Windows inside and out)
001610 OS Parish Charity: £3,250.00 (Donation for rent support/village events)
001611 Canon UK: £175.71 (Equipment Hire)
001612 E.ON: £107.03 (MH Energy)
001613 Aylesbury Mains: £45.28 (PL2 Willow Grove repair / Maintenance)
001614 IT Support Line Ltd: £160.00 (Setup/Installation new PC)
001615 AH Contracts: £124.32 (Dog Bins (Bloors final invoice sent))
001616 NJ Blackwell: £626.52 (Mowing / maintenance)

(d) To Adopt Annual Return for Year Ending 31st March 2009

Approved Receipts and Payment Accounts for submission copied to members (SO:55) and review of Financial Regulations had been carried out. Annual Return Sec 1 & 2 signed by the Chairman & Clerk/RFO. Completed Annual Return Approved and Adopted

19. Street Lighting

No reports

20. Highways

- (a) Footpath Report (by outgoing FPW) > circulated for info
- (b) Adopted Play Areas areas – Litter bins added to current contract approved
- (c) Falcon Drive POS needs attention by developer
- (d) Litter o/s shop discussed > the clerk to monitor

21. Councillor Questions and Items for Next Agenda

- (a) Fly posting discussed and action agreed for Cllrs & clerk to remove unauthorised notices
- (b) Cold Calling > Cllr Pateman advised on the scheme - the clerk advised on legal issues
- (c) New Neighbourhood Watch signs > next Agenda for costing and approval

22. Date of Next Meetings
Tuesday 9th June 2009 commencing at 7.30pm

With no other business the meeting closed at 9.04pm